



## Town of Arlington Notice of Meeting

In accordance with the provisions of Massachusetts General Laws,  
Chapter 39, Section 23B, notice is hereby given of a meeting of the:

### Finance Committee

Wednesday, March 9, 2022

7:30 p.m. – 10 p.m.

Conducted by Remote Participation - Zoom Meeting

#### AGENDA ITEMS:

1. 7:30 PM Virtual Open Meeting protocol and roll call
2. 7:40 PM Chair's Comments
3. 7:45 PM Minutes for approval
4. 7:50 PM FY22 Private Way Revolving Fund Increase Request (Sandy Pooler, Ida Cody)
5. 8:00 PM Presentation from the Community Preservation Act Committee (Acting Chair Clarissa Rowe)
6. 8:45 PM (Warrant Article) Community Preservation Act Budget Review
7. 9:00 PM (17) Public Works
8. 9:40 PM (21) Inspections
9. 9:50 PM Old Business
10. 9:55 PM New Business
11. 10:00 PM Adjourn

Register in advance for this meeting: <https://town-arlington-ma-us.zoom.us/meeting/register/tZcvdemrrTovG9I6242VGWiW8sZXVzKoSNXb>

After registering, you will receive a confirmation email containing information about joining the meeting.

Members of the public are asked to send written comments to [tbradley@town.arlington.ma.us](mailto:tbradley@town.arlington.ma.us)

Documents regarding agenda items will be made available via the Town's website.

Information regarding Order Suspending Certain Provisions of the Open Meeting Law:  
<https://www.mass.gov/doc/order-suspending-certain-provision-of-open-meeting-law/download>

Reference 1: FY22 Private Way Revolving Fund Increase Request Memo

Reference 2: FY22 Private Way Revolving Fund Increase Request Emails

Reference 3: Presentation from the Community Preservation Act Committee

By Charlie Foskett, Chairman Finance Committee



**Town of Arlington  
Office of the Town Manager**

**Sanford M. Pooler  
Deputy Town Manager**

730 Massachusetts Avenue  
Arlington MA 02476-4908  
Phone (781) 316-3010  
Fax (781) 316-3019  
E-mail: [spooler@town.arlington.ma.us](mailto:spooler@town.arlington.ma.us)  
Website: [www.arlingtonma.gov](http://www.arlingtonma.gov)

TO: Select Board and Finance Committee

CC: Mike Rademacher, Public Works Department Director and Wayne Chouinard, Town Engineer

FROM: Sandy Pooler, Deputy Town Manager/Finance Director and Ida Cody, Comptroller

DATE: March 3, 2022

RE: Private Way Repair Revolving Fund

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**Background**

The Town has long had a revolving fund we use to pay for repairs to private ways. Upon petition of two thirds of the residents of a street, the Select Board can approve repairs to private ways. The residents choose a contractor for a list approved by the Engineering Division. They pay one third of the estimated bill up front, we then send them a full bill once the work is complete, and the resident have the choice of paying that bill or having the cost added as a betterment assessment to their tax bills.

**Requested Action**

We write to ask you to increase the FY22 spending limit of the revolving fund from its current level of \$200,000 to \$275,000.

Normally, this fund pays for relatively small improvement projects, but this year there was a repaving project at Mt. Gilboa Street that cost \$221,625. That large project has pushed the projected spending from this fund beyond the original budget of \$200,000. We will collect sufficient funds from residents to pay the contractor, but until we receive your approval for an increase in the limit, we cannot make payment to the contractor. We are analyzing projections for next year and will report to you for town meeting on a revised budget for FY23.

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## Revolving Fund

2 messages

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**Sandy Pooler** <SPooler@town.arlington.ma.us>  
To: Charlie Foscett <charlie.foscett@foskettco.com>  
Cc: Ida Cody <ICody@town.arlington.ma.us>, "tarawbradley@gmail.com" <tarawbradley@gmail.com>

Thu, Mar 3, 2022 at 5:43 PM

Hi Charlie,  
Attached is the memo from me and Ida about the revolving fund for private way repairs. I am going to present it to the Select Board on Monday night (bouncing back and forth between Select Board and Finance Committee!). I could speak to it at the Finance Committee, if you like on Monday or another date, if you prefer.  
Thank you for your consideration,  
Sandy

-----  
**Sandy Pooler**  
Deputy Town Manager/Finance Director  
Town of Arlington  
[730 Massachusetts Avenue](#)  
[Arlington, MA 02476](#)  
(781) 316-3002

*Arlington values equity, diversity, and inclusion. We are committed to building a community where everyone is heard, respected, and protected.*

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 **Private Way Revolving Fund.pdf**  
35K

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**Charlie Foscett** <charlie.foscett@foskettco.com>  
Reply-To: charlie.foscett@foskettco.com  
To: Sandy Pooler <SPooler@town.arlington.ma.us>  
Cc: Ida Cody <ICody@town.arlington.ma.us>, tarawbradley@gmail.com, christinepdeshler@hotmail.com

Sat, Mar 5, 2022 at 2:51 PM

**Sandy:**

**I assume you will be at the meeting for the Capital budget. We also plan to do the DPW budget after the Capital. We will try to include it with DPW. I will confirm on Monday.**

**Best,**

**Charlie**

Charles T. Foscett

[101 Brantwood Road](#)

Arlington, MA 02476

+1.781.492.0800 (Mobile)

+1.781.641.4769 (Fax)

+1.781.646.5882 (Tel)

[Charlie.foskett@foskettco.com](mailto:Charlie.foskett@foskettco.com)

Skype: cfoskett

[Quoted text hidden]

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**FW: Revolving Fund**

1 message

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**Charlie Foscett** <charlie.foscett@foskettco.com>  
Reply-To: charlie.foscett@foskettco.com  
To: tarawbradley@gmail.com, christinepdeshler@hotmail.com

Sat, Mar 5, 2022 at 2:52 PM

Charles T. Foscett

101 Brantwood Road

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+1.781.646.5882 (Tel)

[charlie.foscett@foskettco.com](mailto:charlie.foscett@foskettco.com)

Skype: cfoscett

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**From:** Sandy Pooler <[SPooler@town.arlington.ma.us](mailto:SPooler@town.arlington.ma.us)>  
**Sent:** Thursday, March 3, 2022 10:16 AM  
**To:** Charlie Foscett <[charlie.foscett@foskettco.com](mailto:charlie.foscett@foskettco.com)>  
**Subject:** Fwd: Revolving Fund

Hi Charlie,

I reread the Revolving Fund statute and it shows that we can increase the spending for the private way repair fund by votes of the Select Board and Finance Committee. I will prepare memos for both committees. I have shared this with Ida, and she agrees.

Sandy

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**Sandy Pooler**

Deputy Town Manager/Finance Director

Town of Arlington

[730 Massachusetts Avenue](#)

[Arlington, MA 02476](#)

(781) 316-3002

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From: "Sandy Pooler" <[SPooler@town.arlington.ma.us](mailto:SPooler@town.arlington.ma.us)>

To: "Ida Cody" <[ICody@town.arlington.ma.us](mailto:ICody@town.arlington.ma.us)>

Date: Thu, 03 Mar 2022 09:42:26 -0500

Subject: Revolving Fund

Hi Ida,

I do not think we need to go to town meeting to increase the spending in the private way revolving fund.

This following is from 44:53E1/2, the third to the last paragraph.

In any fiscal year, the limit on the amount that may be spent from a revolving fund may be increased with the approval of the city council and mayor in a city or with the approval of the board of selectmen and finance committee in a town.

[General Law - Part I, Title VII, Chapter 44, Section 53E1/2 \(malegislature.gov\)](#)

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**Sandy Pooler**

Deputy Town Manager/Finance Director

Town of Arlington

730 Massachusetts Avenue

Arlington, MA 02476

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# Community Preservation Act Committee

Clarissa Rowe, Chair  
Alexander Franzosa





# Fiscal Year 2023



# Community Preservation Act (CPA)



**Historic  
Preservation**



**Open Space &  
Recreation**

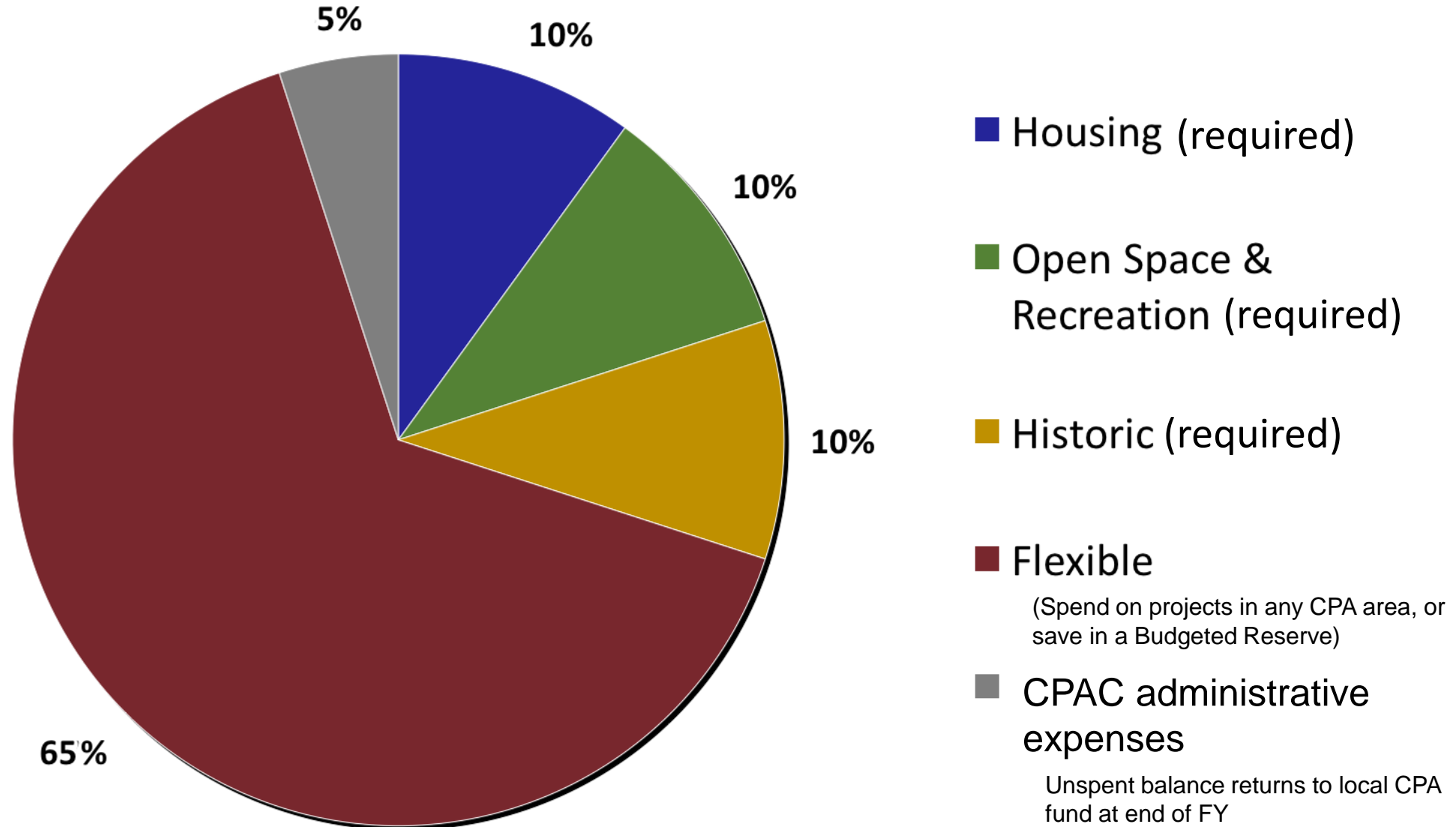


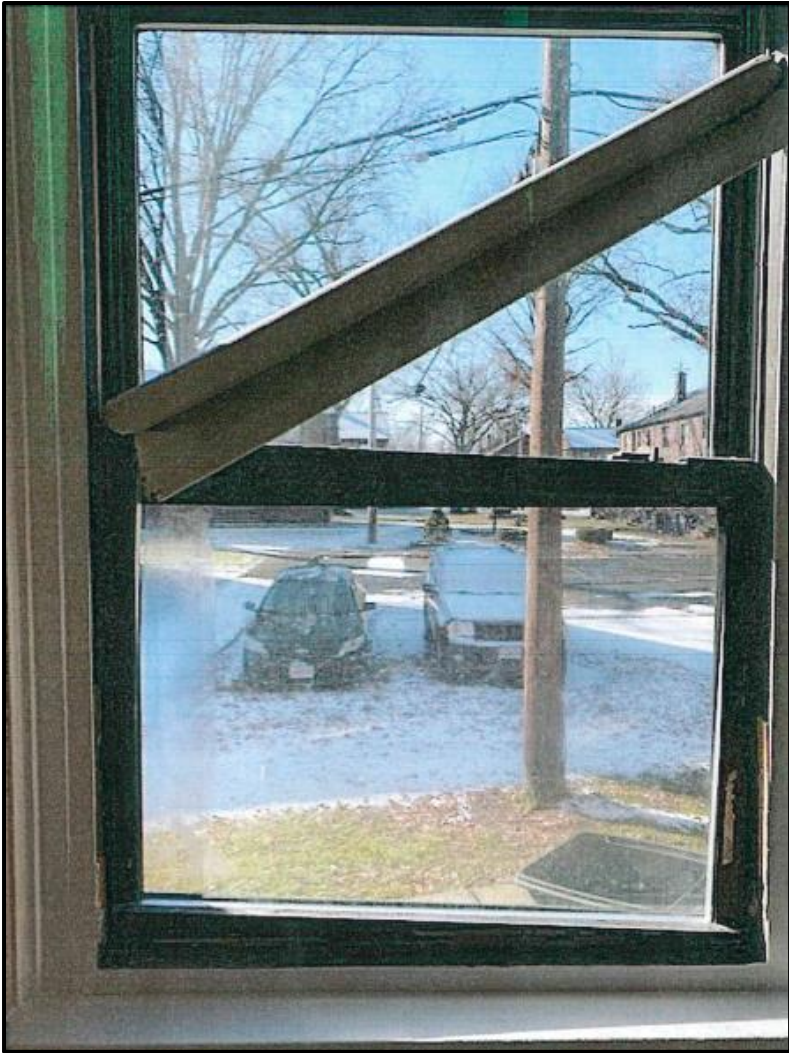
**Community  
Housing**





# Annual CPA Spending





# **MENOTOMY MANOR WINDOW REPLACEMENT**

Arlington Housing Authority

**\$600,000**





# LEASING DIFFERENTIAL PROGRAM

Somerville Homeless Coalition

**\$16,290**

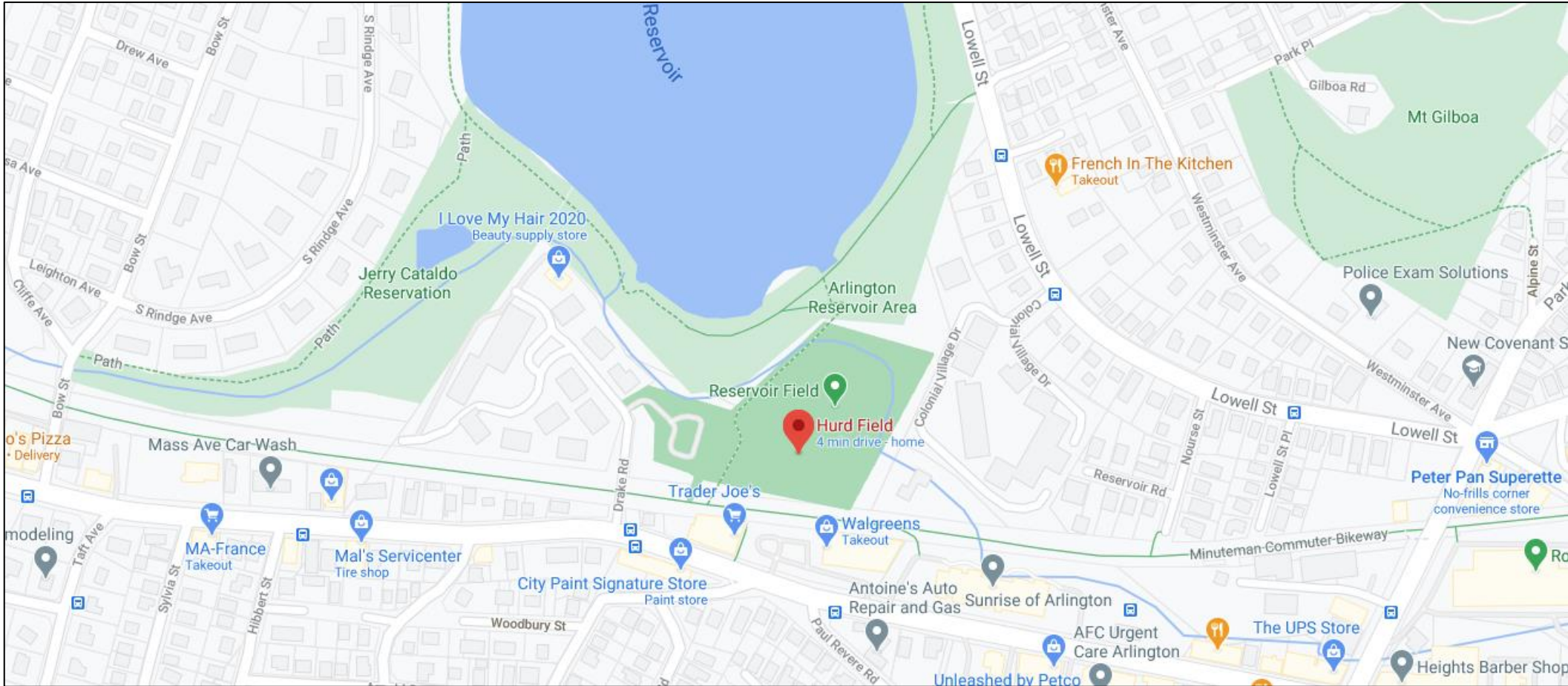




# ARLINGTON AFFORDABLE HOUSING TRUST FUND

Department of Planning and Community Development

**\$250,000**



# HURD FIELD RENOVATIONS: PHASE II

**\$664,244**

Arlington Recreation Department





# **HURD FIELD RENOVATIONS: PHASE II**

Arlington Recreation Department



# **HURD FIELD RENOVATIONS: PHASE II**

Arlington Recreation Department





# ROBBINS FARM PLAYGROUND

Arlington Recreation Department

**\$997,993**







# MT. GILBOA FEASIBILITY STUDY

Arlington Conservation Commission

**\$57,000**





# COOKE'S HOLLOW RESTORATION FEASIBILITY STUDY

Conservation Land Steward

**\$70,000**



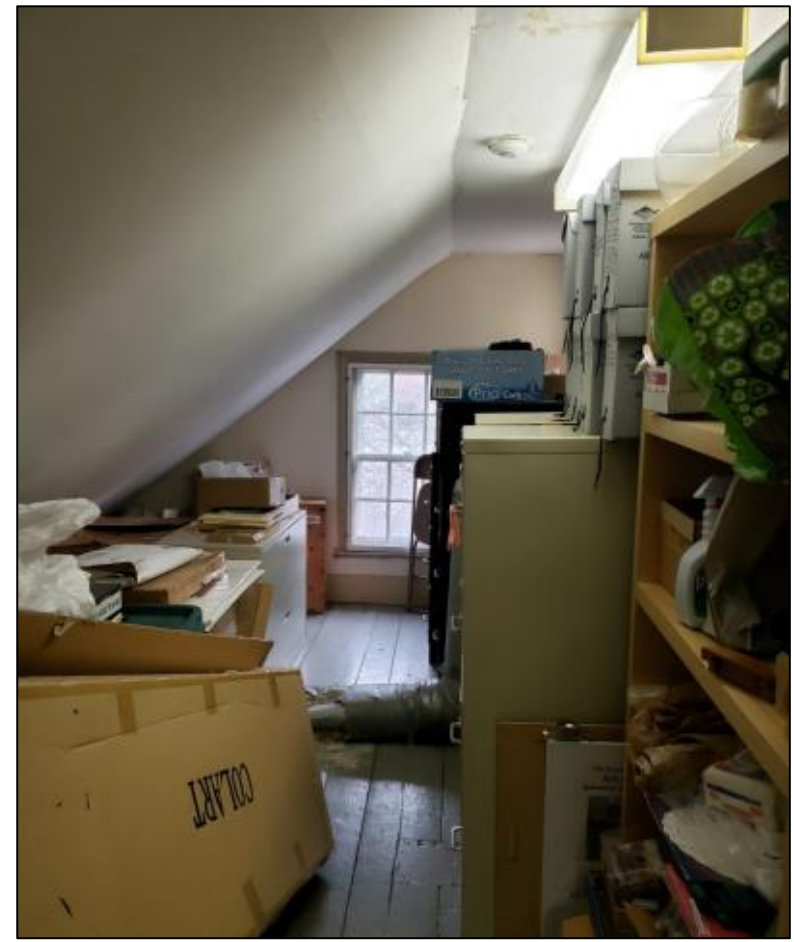


# JARVIS HOUSE PRESERVATION AND RESTORATION

Town of Arlington Legal Department

**\$190,000**

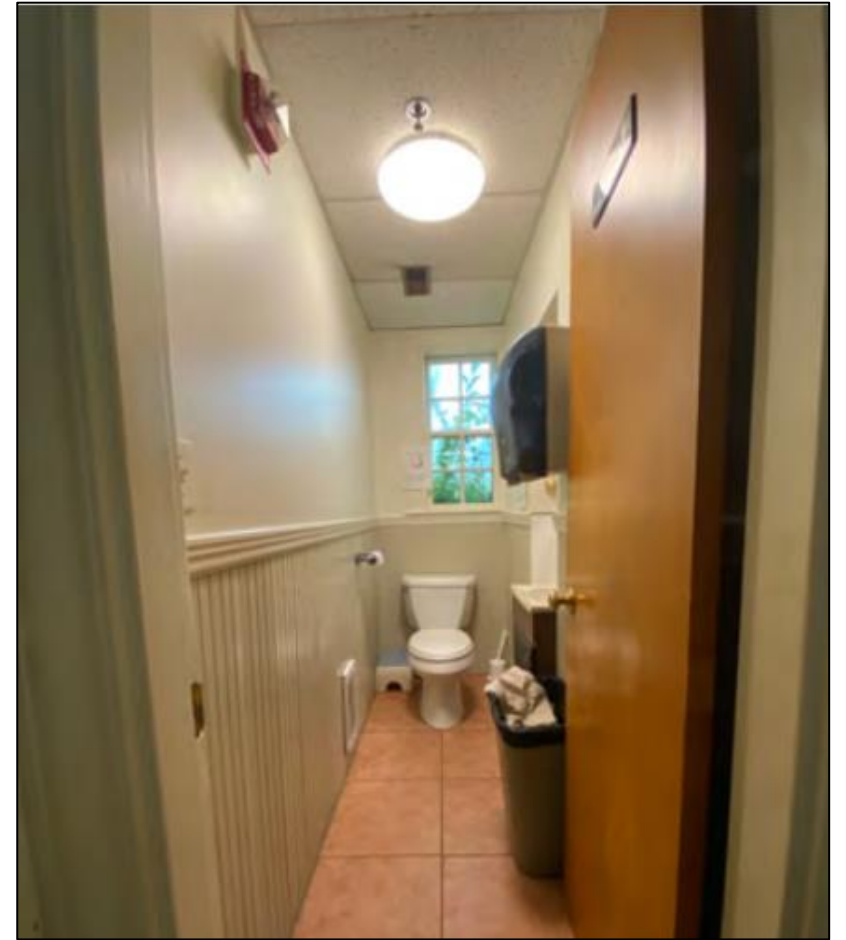




# DALLIN MUSEUM COLLECTIONS PRESERVATION

Cyrus E. Dallin Art Museum

**\$31,785**



# COVENANT CHURCH ACCESSIBILITY IMPROVEMENTS

**\$100,000**

Covenant Church





# HISTORIC PLANNING RECORDS PRESERVATION

Department of Planning and Community Development

**\$25,000**





# OLD SCHWAMB MILL NORTH & WEST SIDES

**\$20,000** Schwamb Mill Preservation Trust

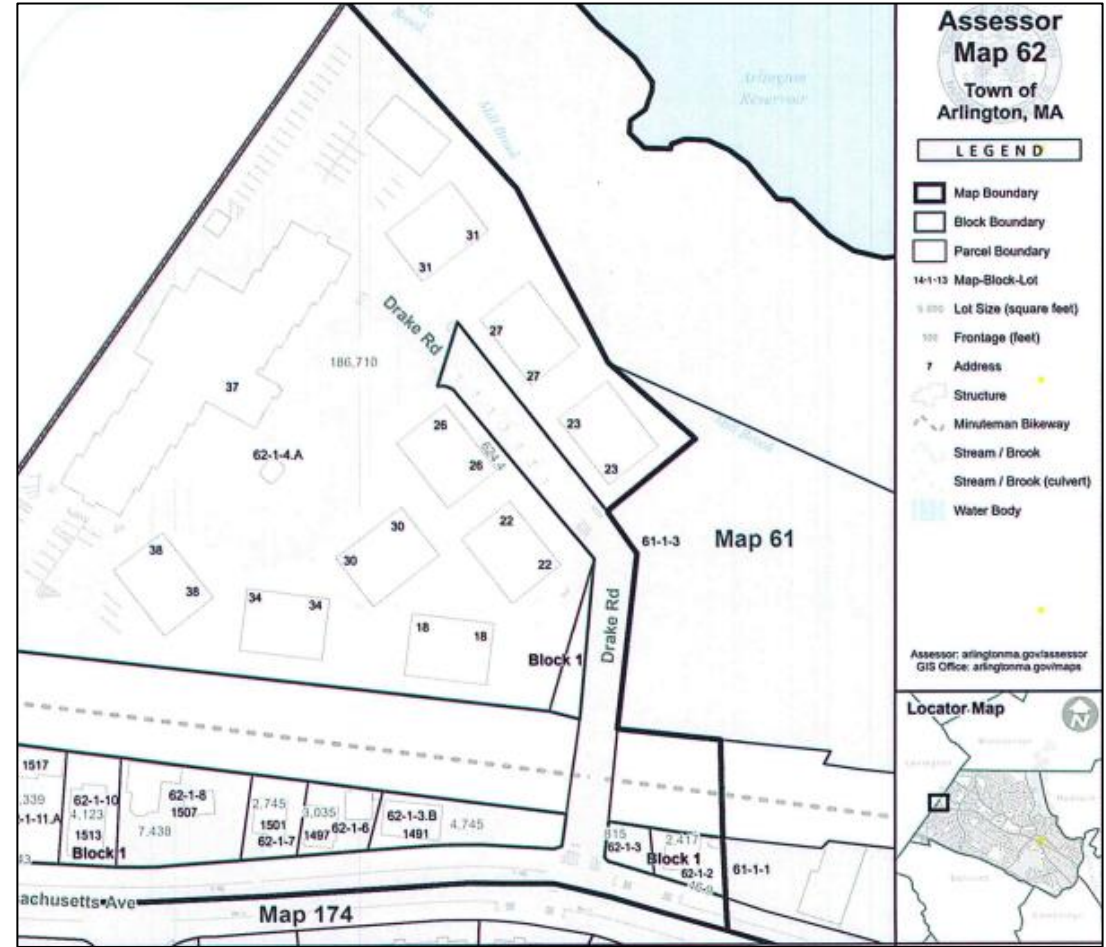
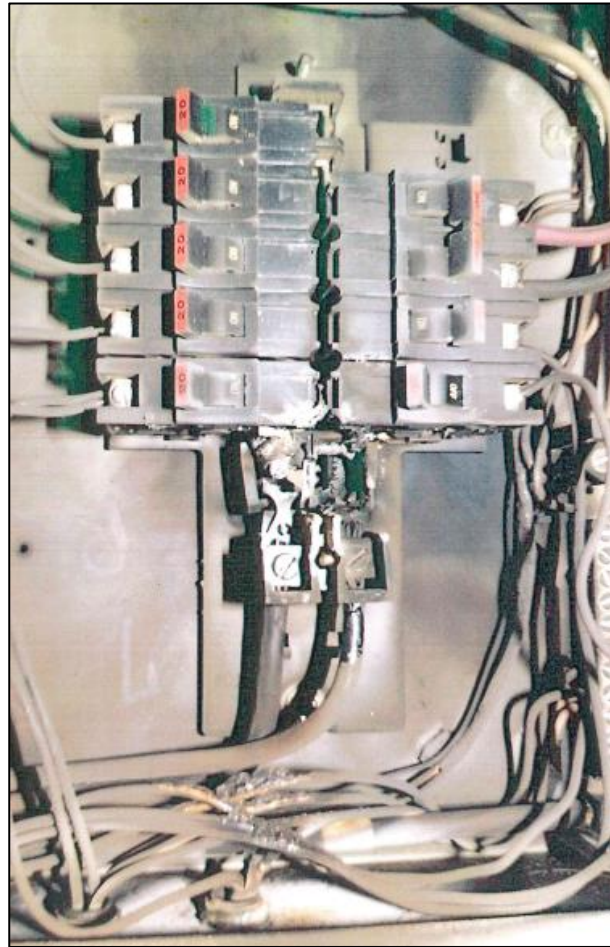
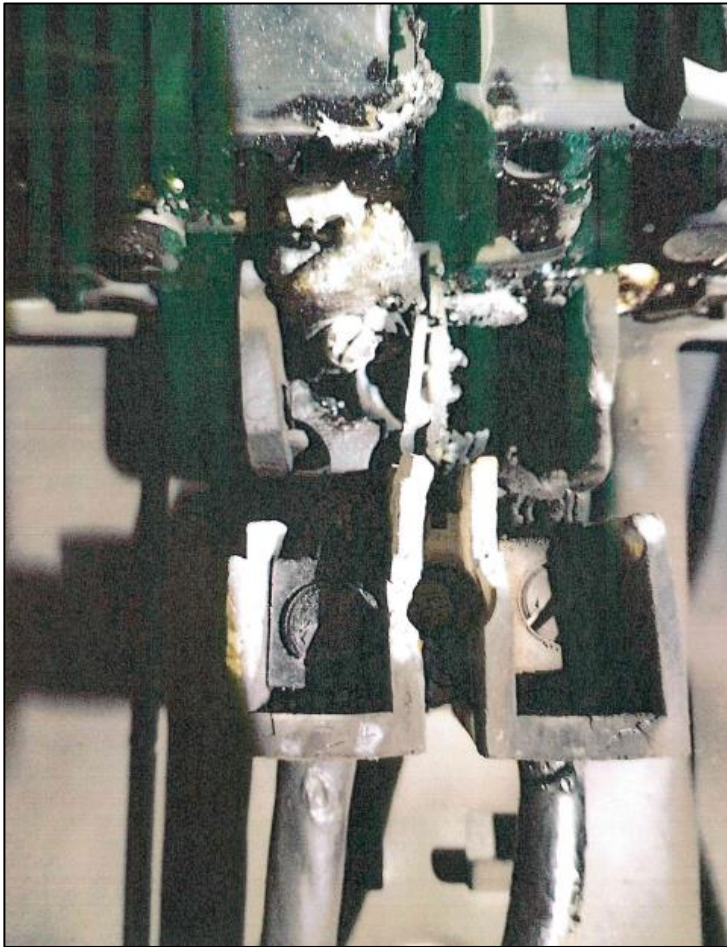


# PRESERVATION OF JASON RUSSELL HOUSE

**\$150,816**

Arlington Historical  
Society





# HAUSER BUILDING ELECTRICAL PANEL UPGRADE

**\$203,280**

Arlington Housing Authority

## FY 23 Community Preservation Act, Final Applications

Project Title	Applicants	Application
<b>Community Housing</b>		
Menotomy Manor Window Replacement Project	Arlington Housing Authority	\$ 600,000
Hauser Building Electrical Panel Upgrade	Arlington Housing Authority	\$ 203,280
Leasing Differential	Somerville Homeless Coalition	\$ 16,290
Arlington Affordable Housing Trust Fund	Department of Planning and Community Development	\$ 250,000
<b>Community Housing Subtotal</b>		<b>\$ 1,069,570</b>
<b>Open Space/Recreation</b>		
Hurd Field Renovation Phase II	Arlington Recreation Department	\$ 664,244
Robbins Farm Playground	Arlington Recreation Department	\$ 997,993
Mt. Gilboa Feasibility Study	Arlington Conservation Commission	\$ 57,000
Cooke's Hollow Restoration and Rehabilitation	Conservation Land Steward	\$ 70,000
<b>Open Space/Recreation Subtotal</b>		<b>\$ 1,789,237</b>
<b>Historic Preservation</b>		
Jarvis House Preservation and Restoration	Town of Arlington Legal Department	\$ 190,000
Dallin Museum Collections Preservation and Rehousing	Cyrus E. Dallin Art Museum, Inc.	\$ 31,785
Jason Russell House, Preservation (Continued)	Arlington Historical Society	\$ 150,816
Covenant Church Accessibility Improvements	Christian Life Fellowship, Inc. (AKA Covenant Church)	\$ 100,000
Old Schwamb Mill's Barn, Preservation of North and West Sides	Schwamb Mill Preservation Trust, Inc.	\$ 20,000
Historic Planning Records Preservation	Department of Planning and Community Development	\$ 25,000
<b>Historic Preservation Subtotal</b>		<b>\$ 517,601</b>
<b>Subtotal, FY23 CPA Applications</b>		<b>\$ 3,376,408</b>
	CPAC Administrative Expenses Account	\$ 68,496
<b>Grand Total</b>		<b>\$ 3,444,904</b>

Estimated CPA Funds for FY23 Appropriation		
Total Town CPA Tax Revenue Estimate for FY23	\$ 1,845,000	Same as FY22 tax revenue estimate
State Match Estimated for FY 23	\$ 645,750	State Match, 35% of 2022 CPA estimate
FY22 State Match Overflow	\$ 382,225	
Additional FY22 State Match	\$ 79,561	
Anticipated End of FY22 CPA Fund Balance	\$ 312,661	
Community Housing Reserve	\$ 337,339	Original \$500K - FY22 Community Housing \$162,661
<b>Total CPA Estimate Available for Distribution</b>		<b>\$ 3,602,536</b>

Community Preservation Act Committee, Long Range Planning Forecast, FY23-27							
			FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
<b>I</b>	<b>REVENUE</b>						
	<b>Estimated Total Revenues</b>		<b>\$ 3,602,536</b>	<b>\$ 2,697,787</b>	<b>\$ 3,434,240</b>	<b>\$ 5,028,494</b>	<b>\$ 6,653,007</b>
<b>II</b>	<b>APPROPRIATIONS</b>						
A.	CPA Applications						
	Open Space + Recreation		\$ 1,789,237	\$ 1,125,517	\$ 846,587	\$ 898,661	\$ 500,000
	Historic Preservation		\$ 517,601	\$ 152,118	\$ 136,500	\$ 119,000	\$ 1,500
	Community Housing		\$ 1,066,290	\$ 516,000	\$ 16,000	\$ 16,000	\$ 16,000
	<b>Total CPA Applications</b>		<b>\$ 3,373,128</b>	<b>\$ 1,793,635</b>	<b>\$ 999,087</b>	<b>\$ 1,033,661</b>	<b>\$ 517,500</b>
	CPA Administration		\$ 68,496	\$ 70,208	\$ 71,964	\$ 73,763	\$ 75,607
	<b>Estimated Total Appropriation</b>		<b>\$ 3,441,624</b>	<b>\$ 1,863,843</b>	<b>\$ 1,071,051</b>	<b>\$ 1,107,424</b>	<b>\$ 593,107</b>
	<b>Estimated Balance</b>		<b>\$ 160,912</b>	<b>\$ 833,944</b>	<b>\$ 2,363,190</b>	<b>\$ 3,921,070</b>	<b>\$ 6,059,901</b>

# CPA FORECAST FY2023-2027