



Community Preservation Committee Meeting Minutes March 19, 2024

1. Call to Order

Meeting called to order at 7:01 p.m. by Chair M. Justin Barrett, Jr. This meeting was held via Zoom. Motion made by Mr. Doyle to appoint Julie Toole as Clerk for the meeting. Motion seconded by Mr. Creonte. All in favor. Motion passed.

2. Roll Call

Present: Chair M. Justin Barrett, Jr., Vice Chair Erika Oliver Jerram, Tom Creonte, Bill Doyle, Bob LeBlanc, Loretta McClary, Amanda Thibodeau

Absent: Clerk Dan Melnechuk, Sean Wilson

3. Meeting Minutes

Motion made by Mr. Creonte to approve the meeting minutes of November 21, 2023, seconded by Ms. Thibodeau. All in favor. Motion passed.

4. New Business

A. New Applications

1. Jonas Willis Parmenter Home, 542 Main Street

Joseph Melone, president of the Parmenter Home, gave the background of the home. The property was donated by Harriet Adelaide Parmenter Hovey, who died in 1927, and left the property in a trust for the temporary lodging of Waltham women. In 1929, the Jonas Willis Parmenter Rest Home was incorporated. It has been in continuous operation ever since. They received their tax exemption status in 1956 as a 501(c)3 charity. During the 1960s, they started converting to long-term rentals. At that time it was determined by the then-board that the home would concentrate on providing for those unable to afford market rates. Residents are in the 70 – 80 age-range. All utilities are included except phone, WIFI and cable. The applicant is seeking money to replace the existing windows on the properties that were built from 1959 – 1965. The windows are not energy efficient and they are difficult to repair because of their age. They have been able to maintain the property from their operating funds, however the windows are too large of an expense to replace at once.

Mr. Barrett opened up questions from the public and committee. Mr. Creonte asked how many windows there are. Mr. Melone replied that there are 242 windows on Main St. and 182 on Crescent St.

Mr. Barrett asked about the discrepancies in the amounts being asked for from the CPC. The

amounts are higher than what the quotes state. Mr. Melone replied that there are discounts built into the quotes. The applications are the quote amounts without the discounts. Mr. LeBlanc asked if the residents would have to move while the work is being done. Mr. Melone replied that they most likely won't need to. There are living room and lounge rooms where they could go while the work is being done. He doesn't anticipate it taking more than one day per apartment to replace the windows (3 windows per apartment).

Motion made by Mr. LeBlanc to approve \$316,746.00 for the window replacement at 542 Main St. Motion seconded by Ms. McClary. All in favor. Motion passed.

2. Jonas Willis Parmenter Home, 321 Crescent Street

Motion made by Mr. Creonte to approve \$252,623.00 for the window replacement at 321 Crescent St. Motion seconded by Mr. Doyle. All in favor. Motion passed.

B. Vote to Extend Older Projects

- a. Hardy Pond Conservation Area (2018)
- b. Planner Storer Conservation Land (2019)
- c. Waltham Housing Authority Beaverbrook Housing Roof (2019)
- d. Waltham Housing Authority Winchester Crane Apts. Window Design (2022)
- e. Waltham Housing Authority Arthur Clark Apts. Window Design (2022)
- f. Wellington House Exterior Improvements
- g. Historical Stone Walls Preservation (2017)
- h. Stonehurst Exterior Renovations (2020)
- i. Opportunities for Inclusion Design Services (2021)
- j. 92 Felton Street Exterior Renovations (2021)

Motion made by Ms. Oliver Jerram to extend the above projects for another year, seconded by Ms. McClary. All in favor. Motion passed.

C. CPC Application Revision

Julie Toole combined CPC's two applications into one to make it easier for applicants to complete and know what needs to be included with the application.

Motion made by Mr. LeBlanc to approve the changes to the CPC applications, seconded by Mr. Creonte. All in favor. Motion passed.

5. Old Business (Chair)

A. Hardy Pond Conservation Area

Mr. Barrett noted that someone asked him about this. The properties will come to the City through tax-taking. He doesn't think the CPC can hire someone to go out and get them per the Law Dept. He doesn't believe the money will be spent (that is in this account).

6. Announcements/Correspondence

A. Next meeting: April 16, 2024

7. Adjourn

Motion made by Mr. Creonte to adjourn, seconded by Mr. LeBlanc. All in favor.

Motion passed. Meeting adjourned at 7:27 p.m.