



Community Preservation Committee Meeting Minutes May 12, 2026

1. Call to Order

Meeting called to order at 7:02 p.m. by Chair Justin Barrett. This meeting was held via Zoom and was recorded for future viewing on The Waltham Channel.

2. Roll Call

Present: Chair Justin Barrett, Vice Chair Erika Oliver Jerram, Frank Fitzgerald, Bob LeBlanc, Loretta McClary, Amanda Thibodeau

Absent: Tom Creonte, Sean Wilson

3. Meeting Minutes

Motion made by Mr. LeBlanc to approve the meeting minutes of November 18, 2025, seconded by Ms. Oliver Jerram. All in favor. Motion passed.

4. New Business

A. Public Meeting

1. Middlesex Human Service Agency, Inc. Treatment Services and Shelter Application (\$1M)

Mr. Barrett recused himself and turned the meeting over to Vice Chair Ms. Oliver Jerram. Bob Mills, CEO of Middlesex Human Service Agency, stated that the organization has been in Waltham since 1977. They provide substance abuse treatment to people seeking recovery from addiction, shelter to families and individuals who are facing homelessness, and free food services. He is seeking the CPC's support for a new program that will bring all of the services they provide under one roof. The program is called family residential treatment. The facility would have one large commercial-style kitchen and ten large bedrooms. Children can stay with their parent who is seeking recovery. They would stay as long as clinically indicated for them to get on stable ground in recovery, and they will help them find housing. The ongoing program will be funded by public insurance plans and the Department of Public Health. The money they are seeking will be to help finish renovations at 118 Prospect St., Waltham. It was a former rental property which they acquired last June of 2025. It was fully gutted in order to bring the building up to code. Ms. Oliver Jerram confirmed that they are seeking \$1M. Mr. Mills stated that the full estimated total project cost is \$1.7M. The additional money will be raised from private donors through a capital campaign. Ms. Oliver Jerram opened up questions from the committee. Mr. LeBlanc asked for the status of the project. Mr. Mills replied that it is in progress. When they started the project they weren't expecting to seek CPA money, but they have been hit with significant budget cuts from the state this year. They have lost approximately 25% of their budget to serve families over the past nine months. Ms. Oliver Jerram asked if the addiction services will occur on site or elsewhere. Mr. Mills responded that they will all be held on site. Mr. LeBlanc asked for the anticipated completion date. Mr. Mills is expecting construction to be completed by July 1, 2026. Once construction is done, they can begin the process of getting the license to operate the program from the state

which will probably take 3+ months. He is optimistically hopeful to open the program in October 2026. Ms. McClary asked about parking for the families. Mr. Mills stated that it is very rare that their guests have vehicles, but the facility is accessible to public transportation.

Motion made by Mr. LeBlanc to recommend to the City Council the Middlesex Human Service Agency application for \$1,000,000. Motion seconded by Ms. McClary.

Roll call vote: Erica Oliver Jerram (yes), Frank Fitzgerald (yes), Bob LeBlanc (yes), Loretta McClary (yes), Amanda Thibodeau (yes). Justin Barrett (abstained), Tom Creonte (absent), Sean Wilson (absent)
All in favor. Motion passed.

Ms. Oliver Jerram left the meeting (7:14 p.m.).

2. City of Waltham's First Book of Town Records Preservation Application (\$6,895)

James Dooley, City of Waltham's Clerks Office, stated that in 2022, the Clerk's office went to Northeast Document Conservation Center and had them do a report on many of their older documents. Some are 200+ years old and over time have had damage and wear and tear to them. The documents were then ranked by highest to lowest priority. The book they are seeking historical restoration funding for has the highest priority. Mr. Barrett opened up questions from the committee. Mr. Fitzgerald asked if once the book is restored, are there any plans to keep it in a climate-controlled environment. Mr. Dooley replied that they have two climate-controlled vaults in the Russ Malone Archives Center.

Motion made by Mr. LeBlanc to recommend to the City Council the City Clerk's application for \$6,895, seconded by Mr. Fitzgerald.

Roll call vote: Justin Barrett (yes), Frank Fitzgerald (yes), Bob LeBlanc (yes), Loretta McClary (yes), Amanda Thibodeau (yes), Erika Oliver Jerram (absent), Tom Creonte (absent), Sean Wilson (absent)
All in favor. Motion passed.

3. Revolutionary War Monument Restoration Application (\$8,500)

Waltham resident and Daughters of the American Revolution member Jackie Beaudoin is requesting CPA funds to restore the Revolutionary War monument located on the Waltham Common. The monument memorializes 293 Waltham patriots who fought in the American Revolution. The monument is currently badly oxidized and illegible. It was placed on the Common in 1930 on the corner of Main and Elm Streets. Mr. Barrett opened up questions from the committee. Ms. Thibodeau asked when Ms. Beaudoin plans on having the restoration begin. Ms. Beaudoin replied as soon as possible. The monument company will have it done by the 4th of July.

Motion made by Mr. LeBlanc to recommend to the City Council the American Revolution monument restoration application for \$8,500. Motion seconded by Ms. Thibodeau.

Roll call vote: Mr. Barrett (yes), Mr. Fitzgerald (yes), Mr. LeBlanc (yes), Ms. McClary (yes), Ms. Thibodeau (yes), Ms. Oliver Jerram (absent), Mr. Creonte (absent), Mr. Wilson (absent)
All in favor. Motion passed.

4. 48 and 48 BEF Mount Walley Road Acquisition Application (\$804,900)

Mayor Jeannette McCarthy's application is for the purchase of a Cape-style single-family home, 6 rooms, 3 bedrooms, 1.5 bathrooms that was built in 1940 and is in move-in condition. The intended use is for affordable housing, 80% AMI or less, with a preference to veterans. An affordable housing restriction will be placed on the property. They plan to name the house, Arrigo Place. The City's Housing Department will be

responsible for the management of the house. There is sufficient parking on site. Mr. Barrett opened up questions from the committee. Mr. LeBlanc asked how it will be determined who lives there. Mayor McCarthy replied that a lottery will be held. A maximum of three people will be able to reside there.

Motion made by Mr. LeBlanc to recommend to the City Council the 48 and 48 BEF Mount Walley Road Acquisition application for \$804,900. Motion seconded by Ms. McClary.

Roll call vote: Justin Barrett (yes), Frank Fitzgerald (yes), Bob LeBlanc (yes), Loretta McClary (yes), Amanda Thibodeau (yes), Erika Oliver Jerram (absent), Tom Creonte (absent), Sean Wilson (absent)
All in favor. Motion passed.

5. 50 Mount Walley Road Acquisition Application (\$944,900)

Mayor Jeannette McCarthy noted that when she went to look at this house, she noticed that the property next door was also for sale (48 and 48 BEF Mount Walley Road). This house is a single-family house built in 1997. The previous owner, Mac Moran, told the mayor that the property was once his family's farm. It is a Cape-style, 6 rooms, 3 bedrooms, 2 full bathrooms, and is in move-in condition. The intended use is for affordable housing, 80% AMI or less with a preference to veterans. An affordable housing restriction will be placed on the property. There is plenty of parking and the house is in immaculate condition. The property will also be run by the City's Housing Department. This would be for family housing or up to three persons. Mr. Barrett opened up questions from the committee. Mr. LeBlanc asked how soon people would be able to move in. Mayor McCarthy stated that probably by the end of the summer (due to closing and lottery timeframes). Mr. LeBlanc asked if there will be terms or just open to renting. Mayor McCarthy replied that the City is allowed to rent up to a 10-year period, but the City will probably make it 5-year terms as long as they are good tenants.

Motion made by Mr. LeBlanc to recommend to the City Council the 50 Mount Walley Road Acquisition application for \$944,900. Motion seconded by Ms. McClary.

Roll call vote: Justin Barrett (yes), Frank Fitzgerald (yes), Bob LeBlanc (yes), Loretta McClary (yes), Amanda Thibodeau (yes), Erika Oliver Jerram (absent), Tom Creonte (absent), Sean Wilson (absent)
All in favor. Motion passed.

6. Northeast Elementary School Inclusive Playground Application (\$1.3 M)

Steve Jelloe, Facilities Director for Waltham Public Schools, is seeking funding for a new inclusive playground at Northeast Elementary School, 70 Putney Lane, to support some students in wheelchairs and disabled students. They currently don't have a play space to support these students. It will be a new playground; it isn't replacing the current playground. Mr. Barrett opened up questions from the committee. Ms. McClary asked if the playground will be open to the public. Mr. Jelloe replied that it will not be open to the public during school hours, but from dusk to dawn and on off-days and off-hours it will be open to the community. Mr. Barrett asked about the funding request of \$1.3M, but the quotes for the work total \$1,089,370. He asked how do they account for the additional \$210,000. Mr. Jelloe responded that the original request for \$1.3M was before they had exact numbers. After some discussion, the funding request was lowered to \$1,130,000.

Mr. LeBlanc asked for the construction schedule. Mr. Jelloe replied that pending all approvals, they hope to get started this summer and to be finished by the start of the school year. Landscape Architect Ray Dunetz, RDLA, added that the lead time to fabricate the play equipment is 6 – 8 weeks.

Motion made by Mr. LeBlanc to recommend to City Council the Northeast Elementary inclusive playground application for \$1,130,000. Motion seconded by Ms. McClary.

Roll call vote: Justin Barrett (yes), Frank Fitzgerald (yes), Bob LeBlanc (yes), Loretta McClary (yes), Amanda Thibodeau (yes), Erika Oliver Jerram (absent), Tom Creonte (absent), Sean Wilson (absent)
All in favor. Motion passed.

B. Public Hearing

1. CPC Annual Meeting and Public Input Hearing

a. Presentation of types of projects that can be funded with CPA funds and summary of projects approved in the past year

Mr. Barrett stated that the CPC affords money for affordable housing, historic preservation, con-rec and open space.

Mr. Barrett noted the projects that were approved since last year's annual meeting:

Opportunities for Inclusion, 15 Fiske Avenue, affordable housing (\$2,842,612), Malone Archives and Records Center, historic preservation (\$472,660), St. Mary's Apartments, affordable housing (\$270,000), St. Mary Parish, St. Joseph Building, historic preservation (\$942,575), First Parish Steeple, historic preservation (\$77,250), Wellington House, historic preservation (\$346,062), Gore Place, historic preservation (\$20,000), and Paine Estate, historic preservation (\$850,000).

b. Financial position of CPA funds

The current available balances in each account are: Open Space (\$2,304,795.96), Historical (\$521,907.30) Housing (\$671,764.08), and Undesignated (\$1,212,837.10).

c. Statements from the public and public officials

There were no questions/comments from the public.

C. FY2027 Budget

Mr. Barrett presented the proposed FY2027 budget to the committee and opened up questions from the members. There were no questions.

Motion made by Mr. LeBlanc to approve the FY2027 budget as presented, seconded by Ms. McClary.

Roll call vote: Justin Barrett (yes), Frank Fitzgerald (yes), Bob LeBlanc (yes), Loretta McClary (yes), Amanda Thibodeau (yes), Erika Oliver Jerram (absent), Tom Creonte (absent), Sean Wilson (absent)
All in favor. Motion passed.

5. Announcements/Correspondence

A. Next meeting: September 2026 (Date TBD)

B. Introduction of new CPC member: Mr. Barrett welcomed Frank Fitzgerald as the new CPC appointee from the Conservation Commission.

6. Adjourn

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

Motion passed. Meeting adjourned at 7:55 p.m.