

## **Community Preservation Committee Meeting of January 10, 2007**

PLACE: Town Hall Banquet Room

6:31 P.M. Call to order by Chairman Lucas

### **A. Quorum/Attendance**

Members Not Present: None

Planning Director William Roth was also in attendance.

### **B. Approval of Minutes**

William Markey motioned to approve the 12/13/06 meeting minutes. Terrence Meredith seconded. The vote was unanimous. The motion passed.

Mr. Roth presented a bill from Staples in the amount of \$299.99 for a file cabinet. Marinus Vander Pol moved for payment. William Markey seconded. The vote was unanimous. The motion passed,

### **C. Review of 2007 Applications – Final review and recommendations for funding and May 2007 Town Meeting Article**

Discussion ensued as to what has been collected and reserved over FY's 06, 07 and 08.

William Roth – We base our votes on anticipated revenue this year. The Town surcharge that we commit is approximately \$267,000.00. You figure in the abatements. We rounded it down to \$260,000.00. The state matches what we commit, not what we collect. The total is \$510,000.00. For open space, I am recommending we set aside \$55,000.00 each for Open Space, Community Housing and Historic Preservation (10% on each). After Town Meeting, you would have \$79,044.00 for Open Space, \$129,044 for Community Housing, and \$119,044 for Historic Preservation. So, you could fund \$55,000.00 for reserve Open Space, \$50,000.00 for the Housing Authority project, \$5,000.00 for General Administrative, \$15,000.00 for the Playground, \$455,000.00 for Town Hall Phase I and \$78,000.00 for Town Hall Phase II out of various funding sources. This will leave balances in each account for next year. We could also discuss short term borrowing next year based on revenue. You can borrow with the CPA. That's where you stand financially.

Chairman Lucas – Why wasn't there a match in 2006?

William Roth – There was no match, just revenue.

Jeffrey Lucas – But that's not high enough.

William Roth – It's about \$240,000.00 for a half a year. So there may have been a match.

Jeffrey Osuch: It sounds like the assessor and accountant certified the amount of money for the state to certify. I will ask them why it wasn't done at the end of FY 06.

Chairman Lucas – It sounds like the whole first year got done without the Committee. I was surprised to hear that as well.

Jeffrey Osuch – Something doesn't sound right.

William Roth – The CPA authorizes the Town Accountant, in the first year of adoption to reserve the minimum 10% in each category, and that is what was done. If you half the \$240,000.00, that's what you would get for a half a year.

Jeffrey Osuch – Then how did you get the \$240,000.00?

William Roth- The state matched it.

Jeffrey Osuch – It has to have been that way.

Robert Duarte – Did Viveiros Farm get their money?

William Roth – Yes, out of FY 07. We are appropriating from anticipated revenue and we can spend from it. I understand what we need to do. It's very complicated.

Chairman Lucas – Is there a difference where you appropriate money out of past years and spend it in the current year.

William Roth – There is a way to do it in the special within the annual. It's the same thing. It gives you flexibility in the fall with your money. Now, there are some complexities that I will have to deal with once we get into this further. I will set up a master spreadsheet so the committee can track all of this.

First Congregational Church:

Chairman Lucas – The request is for \$96,000.00 under Historical Preservation funding. Their request represents approximately 13% of their phase one project.

Housing Authority:

Chairman Lucas – I think it's a worthy project, integral to the community. They've spent a lot of money on ADA stuff recently.

William Markey – I agree.

Terrence Meredith – They're only asking for a small figure as to what they're spending on the entire project.

Chairman Lucas – They have to spend \$68,000.00.

Raine Oliveira – We're meeting tomorrow. I'm looking for material to bring back to them.

Robert Thayer – I have been looking forward to this for a year. They have a tremendous reserve. They spend wisely.

William Roth – Would funds be needed prior to July 1, 2007?

Raine Oliveira – Yes.

Marinus Vander Pol motioned to recommend at the Special within the Annual Town Meeting Warrant to Town Meeting the funding the request of \$50,000.00 for the Housing Authority project to be appropriated from Community Housing reserve and to authorize Mr. Roth to prepare a letter for the Chairman's signature to send to DHCD. William Markey seconded. The vote was unanimous. The motion passed.

William Markey motioned to recommend placing \$55,000.00 from estimated FY08 revenue in reserve for Community Housing. Marinus Vander Pol seconded. The vote was unanimous. The motion passed.

Rogers School Community Park:

Chairman Lucas – They're looking for \$15,000.00 to construct the playground. This is 83% of a small phase of a much larger project.

William Markey – Does the school department own this?

William Roth – I want to state for the record that I have been involved with this group. Yes, the Town owns the lot. The School Committee last summer endorsed the overall renovations but they were not going to fund it. So, it's a parents group seeking the funds. The maintenance responsibility lies with the school department and PTO. They've raised quite a bit of money and have done significant work.

Laura Knipe - What does this have to do with the possibility of the school closing?

William Roth – If the school closes in the future, I feel the need for a park will be even greater from a community standpoint. If it were decided to close the school and park then the equipment could be disassembled and put back up on other Town property.

Terrence Meredith – The parents have always taken care of it and I'm sure that's going to continue.

Marinus Vander Pol motioned to recommend to Town Meeting funding the request of \$15,000.00 for the Rogers School Community Park to be appropriated from the undesignated balance contingent on the School Committee supporting the project and committing to maintaining the property and equipment. Terrence Meredith seconded. The vote was unanimous. The motion passed.

Town Hall Restoration Project:

William Roth – If you want to fund both phases, you would recommend funding the \$78,000.00 from undesignated balance so the final design can start before July 1.

Chairman Lucas – Is this for the rest of the building?

Jeffrey Osuch – Yes.

Chairman Lucas – This is a million dollar project. If we recommend what's on the table now, it's a long-term commitment. To fund phase one would be roughly \$455,000.00 and \$78,000.00 to design the rest of it.

William Roth – Next year, we may want to consider talking about bonding.

Discussion ensued about the CPA and how long it lasts.

Robert Thayer – Doing Phase One will put us all on the same learning curve as far as other similar buildings go. I feel comfortable with it.

Jeffrey Osuch – The project could be broken up.

Discussion ensued regarding the Town Hall project on both the Phase I construction and the Phase II design.

Frank Rezendes motioned to recommend to Town Meeting the Phase I construction project of \$455,000.00. Robert Thayer seconded. The vote was unanimous. The motion passed.

Marinus Vander Pol motioned to recommend to Town Meeting at the Special within the Annual Town Meeting warrant the Phase II design project of \$78,000.00. James Souza seconded. The vote was 7 in favor and 2 (Robert Duarte and Robert Thayer) opposed. The motion passed.

Robert Thayer motioned not to fund the Congregational Church's request at this time. Frank Rezendes seconded. The vote was unanimous. The motion passed.

Marinus Vander Pol requested that a letter be sent to the Congregational Church thanking them for their application and letter them know that they could apply in the next round. All members agreed that the letter should be forwarded.

James Souza motioned to recommend to Town Meeting to take the \$45,127.00 of unappropriated funds and place them into an Undesignated Fund Balance. Marinus Vander Pol seconded. The vote was unanimous in favor. The motion passed.

#### **D. Review of FY08 Budget**

William Roth reviewed the Budget.

Marinus Vander Pol mentioned that he felt the professional services figure was low, especially if the Committee is in need of legal counsel. He recommended adding an additional \$1,000.00 to the line item. He also felt that the travel and professional gatherings line should have additional funds because the CPC Committee members are all new to the process and should attend training and seminars to help the committee to come up to speed. An additional line item was recommended.

James Souza motioned to submit the proposed budget with Marinus Vander Pol's changes. Marinus Vander Pol seconded. The vote was unanimous. The motion passed.

#### **E. Review 2006 CPC Report to Town Meeting**

William Roth reviewed the annual report and asked that it be approved with the provision that the figures listed in the report be corrected.

Marinus Vander Pol motioned to approve the annual report. James Souza seconded. The vote was unanimous. The motion passed.

#### **F. Any Other Business**

#### **G. Set Next Meeting**

The next meeting was set at March 14, 2007 at 6:30 p.m.

Robert Duarte motioned to adjourn. Marinus Vander Pol seconded. The vote was unanimous. The meeting was adjourned at 9:00 p.m.

Respectfully submitted,

James Pelland,  
Secretary, Community Preservation Committee