

Community Preservation Committee
September 6, 2012 meeting minutes

Members present: Chairman Donald Fletcher and members Al Springer, Allen Hanson, Leslie Bracebridge and Linda Avis Scott. Absent: Susan Essig, Suzanne Personette, Rita Farrell. Meeting opened at 6:05 PM; adjourned at 7:30 PM.

I. Subjects Discussed:

- a. Minutes of June 14, 2012 were accepted as written.
- b. Reports from CPC members who attended training:
 - New: Need to consider recreation projects for existing recreation lands, regional projects, and \$100,000 exemption for commercial properties in future plan reviews.
- c. Approved Changes to the Community Preservation Act:
 - Watch for the Community Preservation Coalition to post a renewed allowable activities chart.
 - Reviewed work of Manchester-By-The-Sea CPA consultant.
 - Shutesbury paid annual \$250 dues to Coalition in summer; we use their assistance for the fee.
- d. Review Shutesbury's Community Preservation Plan for needed changes:
 - 2 annual changes to the Plan:
 1. Actual wording of the warrant articles and results of annual town meeting
 2. Names and terms of CPC members.
 - Review of Plan:
 1. Fix last sentence of **Table of Contents** page.
 2. **Introduction:** Add statute modified in 2012, add M.G.L. citation.
 3. Cut and paste new chart from Department of Revenue (DOR).
 4. **Open Space Section:**
 - a. Delete words relating no longer need land to be acquired with CPA funds.
 - b. Remove blank #4.
 - c. Recreation & resource files are cut & paste from other documents demonstrating respect for other committees' previous efforts/plans.
 5. **Historic Preservation Goals:**
 - a. Move goal #1 to introductory section.
 6. No changes to **Community Housing**.
 7. **Evaluation Criteria:**
 - a. Delete "another" in last bullet of general criteria.
 - b. Allen will write a summary of the final selection process.
 - c. Substitute "universal access" for "those with mobility concerns".
 - d. Address oversight of project, especially those with multiple funding sources.
 - e. Review potential wording for privately owned properties:
 - i. In exceptionally meritorious cases, we might consider a privately owned project, subject to the criteria.
 - ii. Expect that there would be a big "push-back" for a private project.
 - Specifics previously discussed: 1. Public purpose, 2. Fully-funded project, 3. % of project funds requested, 4. Claw-back provision, 5. Permanent historic preservation, 6. Lien, right of first refusal, 7. Utilize grant method to monitor compliance with plan.

II. Other Business:

- a. Consider modification of quorum requirement for CPC meetings.
- b. How to breakdown percentage of contribution refunds if a project cost comes in under estimate.
- c. **THANKS WERE EXTENDED TO DONALD FOR REVIEW OF PLAN AND OVERSIGHT OF THE COMMITTEE'S WORK AND TO ALLEN FOR MONITORING THE CPC'S WEBSITE PAGE.**

III. Next Meeting, date, agenda items, assignments:

- a. Donald to incorporate and send around revisions (including the paragraph Allen will write) before the October 4 6 PM meeting when we will vote on the revised plan.

Walk-In Guest: Town Accountant Gail Weiss:

1. Don't expect more than 22% match this year.
2. The new \$25 million is for FY 14.
3. Reviewed FY 12 balance sheets
4. There is an obscure formula that affects the 100% match even for communities that charge the full 3%.

Minutes recorded by: Leslie Bracebridge