

Community Preservation Committee Fiscal Year 2011 Report

The members of the Shutesbury Community Preservation Committee during all or part of fiscal year 2011 have been Leslie Bracebridge; Susan Essig, Secretary; Rita Farrell; Donald Fletcher, Chair; Susanne Personette; Al Springer; Don Wakoluk; and Bill Wells.

During fiscal year 2011 the Community Preservation Committee (CPC) developed the structure of Shutesbury's Community Preservation program and recommended approval for Shutesbury's first proposal, the West Schoolhouse Sills Project.

CPC members began the year gathering information about the needs, resources and opportunities for community preservation in Shutesbury. We conferred with Town Boards and Commissions, convened a Public Hearing, presented to the All Town Boards meeting, and consulted Shutesbury's Master Plan and draft Open Space Plan. Members also attended trainings and reviewed how similar sized towns organized and managed their Community Preservation programs.

With the information gathered, the Community Preservation Committee:

- ▶ developed a two phase application process and forms;
- ▶ prepared guidelines for projects requesting funding for Open Space, Recreation, Historic Resources or Community Housing; and
- ▶ completed, and posted on the Town's web site, Shutesbury's first Community Preservation Plan and Application Packet.

Next, the Shutesbury Community Preservation Committee accepted in November 2010 its first application requesting funding. The Community Preservation Committee then:

- ▶ reviewed the Historical Commission's proposed West Schoolhouse Sills Project;
- ▶ met with, heard a presentation from, and asked questions of the Historical Commission about the proposed project;
- ▶ convened a Public Hearing to hear town residents ideas about the project; and
- ▶ voted unanimously to recommend that Town Meeting approve \$15,000 to fund the project.

Lastly, the Community Preservation Committee:

- ▶ studied the revenue history of the Shutesbury Community Preservation Fund;
- ▶ prepared and voted on four Town Meeting warrant article recommendations;
- ▶ presented the CPC's fiscal year 2011 Report; and
- ▶ recommended four warrant articles, all of which were approved by Town Meeting.

Respectfully submitted by
Donald Fletcher, Chair
Community Preservation Committee
June 30, 2011

Shutesbury Community Preservation Fund:

FY 09 through FY 12

Annual Revenues and 10% designations to specific funds:

Open Space, Historic Resources, and Community Housing Accounts

| | | |
|--|---|---------------------------|
| FY 2009: | Shutesbury collected \$34,407 from local surcharge | \$ 34,407 |
| | Community Preservation Act has no 1 st year trust fund match | |
| | total revenue | \$ 34,407 |
| | 10% designated to specific funds | \$ 3,441 |
| FY 2010: | Shutesbury property tax surcharge | \$ 33,664 |
| | trust fund match | \$ <u>11,979</u> |
| | total revenue | \$ 45,643 |
| | 10% designated to specific funds | \$ 4,564 |
| FY 2011: | Shutesbury property tax surcharge est. | \$ 34,808 |
| | trust fund match | \$ <u>9,157</u> |
| | total revenue estimate | \$ 43,965 |
| | 10% designated to specific funds | \$ 4,396 (\$3,500+\$896*) |
| Total Community Preservation Fund (estimated for 2011) | | <u>\$124,000*</u> |

Community Preservation Annual Budget Warrant Articles 4 and 5

| | | |
|----------|--|-------------------|
| FY 2012: | Shutesbury property tax surcharge estimate | \$ 35,000 |
| | trust fund match estimate @ <u>25%*</u> | \$ <u>8,750</u> |
| | total revenue estimate | \$ <u>43,750*</u> |
| | 10% designation | \$ 4,375 |

Warrant Articles 4 and 5 transfer estimated FY 2012 CP revenues of \$43,750, as follows:

| | | |
|---|------------------|-----------|
| 10 % transfer to Open Space account | +\$ 4,375* | Article 4 |
| 10 % transfer to Historic Resources account | +\$ 4,375 | Article 4 |
| 10 % transfer to Community Housing account | +\$ 4,375 | Article 4 |
| 5 % appropriation for CPC expenses | +\$ 2,187 | Article 5 |
| 65 % transfer to budgetary reserve | <u>+\$28,438</u> | Article 4 |
| Estimated FY 2012 total revenue: | \$43,750 | |