

**COMMUNITY PRESERVATION COMMITTEE  
MEETING MINUTES  
TUESDAY, January 13, 2009  
Community Center**

Chairman Bill Dougal convened the meeting at 9:00 a.m.

Members present: Bill Dougal, Steve Milkewicz, Taylor Polites, Tom Roberts, Bryan Green, Arturo Alon, and Dennis Minsky.

Other attendees: Assistant Town Manager David Gardner and Community Housing Specialist Michelle Jarusiewicz

**Public Comments**

Jon Sinaiko: Putting together an application for CPA funds under open space for the garden at 608 Commercial Street that has been used for 30 years. The garden has been used for benefits, painting, weddings, and has been open to the public for 30 years. Estimated total cost \$250,000, hoping to sell it separately from the contiguous parcel at 606 Commercial Street. Not sure how much money to ask for – can he leave it blank?

Chairman Dougal indicated that as the due date for applications for CPA funds was imminent, members should be careful that comments are for process and not review of merits of application in fairness to other potential applicants. He indicated that an amount should be included, that a funding request at town meeting can be decreased, but not increased. The application should be as complete as possible. Information should include how the lot would be used, would there be fees charged, value on its own and with other parcel, buildable, non-buildable, etc. Steve Milkewicz asked if the vision was a community garden where individuals could garden sections? Assistant Town Manager David Gardner said that if CPA funds used, it would be deed-restricted as open space.

**CPA Funding Round:**

Town Hall: Assistant Town Manager David Gardner indicated that the Board of Selectmen authorized the Town Manager to move forward with an application for town hall and scheduled a special meeting to consider draft. Historical Commission offered to assist.

General discussion about roles of the representative committees and individual members. Representative boards make recommendation to the CPC which is passed through the individual representative, but if an individual board plays a role, not sure how should work.

Members queried if town hall request would be for Phase 1 or Phase 2? To be determined.

Bill Dougal indicated that when they funded a project for the Fine Arts Work Center, the focus was on the exterior; not saying same case. Review and determination can be case-by-case. Dennis Minsky said that it is a public building with the interior seen by the public.

Assistant Town Manager David Gardner indicated that the rehab of the building itself is eligible for CPA funding including the internal systems.

CPA applications due 1/22/09 at which time they will taken under advisement, separated and distributed for individual members to review. At the next meeting on 1/27, initial review including the need for additional information. Letters acknowledging receipt, need for more info, and meeting time will then be sent out. Need to schedule a public hearing as well, especially since first time with 70% flexible. Assistant Town Manager David Gardner pointed out that since the Attorney General approved the bylaw change prior to the town setting a tax rate [the opposite was anticipated prior to special town meeting], the new split would be applied to this year, which would reduce the amount of funds in the separate designated pots. For example, affordable housing may have about \$1.35 million instead of \$1.7 million available. Community Housing Specialist Michelle Jarusiewicz has requested up-to-date projections for amounts available in each category by the meeting of 1/27/09.

Bill Dougal: Each application for funding may be very compelling, considerations include the community need for each? Is the project financially and operationally viable? Is there enough CPA funds available?

Next Meetings scheduled for 1/27/09, 2/3/09, 2/10/09, 2/17/09, 9am. Public Hearing 2/24/09 in the evening. This allows plenty of time for review and meetings with applicants prior to closing of the warrant.

**Annual Report:**

All agreed that the Chair could write the annual report.

**Other**

Signage: Where are we? Future agenda item to set standard grant agreement language for next round, it is not in the FY 09 agreements. Assistant Town Manager David Gardner has some language.

**Minutes:**

Dennis Minsky moved to approve the minutes of 11/18/08 and 12/2/08 as written; Bill Dougal second; approved 5-0-1 [Bryan Green].

Adjourned 10:10 am.

*Submitted by:*

*Michelle Jarusiewicz,*

*Community Housing Specialist*