

**COMMUNITY PRESERVATION COMMITTEE
MEETING MINUTES TUESDAY
Community Center, January 27, 2009, 9:00 am**

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

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

Chairman Bill Dougal announced that Taylor Polites had resigned from the Historical Commission and therefore would also be resigning as their representative.

Bryan Green: moved to accept Taylor Polites resignation; Dennis Minsky: second; approved 6-0.

Minutes:

Bryan Green moved to approve the minutes of 11/5/08 and 1/13/09 as written; Dennis Minsky second; approved 6-0.

CPA Application Process:

Bill Dougal: Have \$3,542,200 in total requests under 2009 CPA applications, when added to prior approvals, total of \$7,284,987. What approach should they use – Land Bank model – compelling needs for now, respond and exhaust most of the funds or look at long-term community needs and set up an annual allotment. If we have \$4 to \$5-million in remaining debt capacity over a number of years, say 5, 7, 10 – how much per year?

Individuals should also make any comments regarding potential conflicts, for example, he needs to recuse himself from the discussion of the Suzanne's Garden proposal as he, as a real estate broker, represents 606 Commercial Street, owned by Suzanne's daughter, a direct abutter. Was also concerned about possible discussion of allocation of funds to open space in general.

AJ Alon: will recuse himself from the Community Housing Resource applications.

Dennis Minsky noted that he is friends with Jon Sinaiko [proponent of Suzanne's Garden], but that there is no monetary connection.

Assistant Town Manager indicated that each individual needs to find their own comfort level with regard to the conflict of interest laws, but felt that discussion of allocations should be appropriate especially if disclosures are made.

Dennis Minsky: what about the impact of the town hall renovation project and its impact on other projects?

Bill Dougal: we need to at least deliberate and inform voters of the consequences of any decision.

Assistant Town Manager David Gardner said that the Director of Municipal Finance can run numbers for various options to allow for consideration of alternatives.

Bill Dougal: What financial models would the committee like to see? If have \$4 to \$5-million in borrowing capacity, what is the preference of the committee – spend \$2 to \$3-million this round? Or, a measured approach, spread the funds over 5 to 10 years?

Dennis Minsky: gut reaction is to compare this year and imagine what possible projects could be so important in future?

Bill Dougal: Therefore you would prefer rolling consideration based on need.

Thomas Roberts: agree

Bryan Green: agree

Steve Milkewicz: No, does not think that all the money should be spent at once.

Arturo Alon: Maybe we can set a cap. There is community need now, but what about next year?

Bill Dougal: believes in principal that we should have a cap. We are between a rock and a hard place, there

is an incredible expectation with one project with incredible very difficult economic times. Heard from the voters at special town meeting that they wanted “balance” what does “balance” mean?

Steve Milkewicz: looking at the Sinaiko application – many letters of support, shows citizen support.

Dennis Minsky: however we express our opinion, need to give each application an equal and fair hearing.

Bill Dougal: need to know what is the borrowing capacity remaining in total, what assumptions are being made, and what are the bonding rates?

Public Comments:

Astrid Berg: discussion very informative. When did the town initiate CPA, how many years? The state match is decreasing, wise to not count on it. To clarify her personal opinion, there are going to be different needs at different times. Should consider town hall as main priority, the taxpayers need relief, but should be fair to other segments.

Pam Parmakian: at the next meetings, does the committee intend to schedule presentations?
-- Yes

CPA Applications:

Dog Park:

There is a need for clarification on (1) whether it would fall under the Open Space category or from the 70% undesignated category and (2) whether it is eligible at all - can we make improvements if not acquired with CPA funds?

Questions for additional information:

- What else is in the plan?
- Describe full \$189,000, phase 1, phase 2.
- Other potential funds? Is there an outstanding amount to be raised? What about “no taxpayer money” to be used?
- Letters of support?

Library:

Previously awarded \$50,000 for Lantern section.

Questions for additional information:

- Total summary of project costs, revenues, grants, donations, ... from the beginning.
- Cover page requests \$75,000 out of \$465,000, but another page refers to \$318,000 – explain.
- Letters of support?

Town Hall:

Assistant Town Manager indicated that the request for \$2-million for total project. to allow for greatest flexibility for both phases.

Discussion about what various amounts of money has already been allocated and spent for phase 1 and phase 2 – needs clarification. A special town meeting is planned for 6/22/09 following receipt of bids for phase 2.

Bill Dougal: Does the CPC want to split request into phase 1 and phase 2 or consider it in its entirety? Do they want to pay for architectural fees if project denied? If the STM is 6/09, have time to get firm cost estimate. General agreement to focus on phase 1.

Bill Dougal: could consider phase 2 between ATM and June STM; could put in place holder with dollar figure and adjust accordingly.

Steve Milkewicz: Could allow town meeting to say what they really want.

Bill Dougal: get through ATM and let town meeting tell us what to do for phase 2.

Dennis Minsky: But how will this effect decisions on other project requests?

Bill Dougal: need to weigh both.

Steve Milkewicz: Housing need has not gone away, there are still people leaving town. Current priority is town hall.

Dennis Minsky: The CPC’s role is more complex after STM vote, left to guess what voters want.

Bill Dougal: Could present long-term plan with today's issues.

Questions for additional information:

- Detail income and expense with all sources of funding including remaining balance of \$750,000.
- What is THE number needed for Phase 1 if offset in entirety?
- What will the maintenance plan be –really?
- What will change from past – preventative maintenance?
- Want presentation on numbers – line items [may need architect]?
- Letters of support.

294 Bradford Street:

Dennis Minsky: Open Space Committee was approached years ago, somewhat familiar with project. If the town owned it, could walk from Bradford Street to open space paths. Open Space Committee will be meeting, parcel is on their list. Interest in seeing what is on the list and how this fits.

Questions for additional information:

- Is the parcel landlocked? Map?
- What about the “except for” section?
- What is the size of the parcel for sale?
- Is it buildable?
- Is an easement there? Required?
- Letters of support.
- Other funds available – grants?

Housing Office

\$59,740 – for 20 hours per week at same rate of pay, no raise. This is third year in funding but year 1 was a very partial year [\$8,752 expended, balance rolled back into fund], we are in year 2.

Schedule

Project presentations:

Need to clarify eligibility of dog park:

2/3/09: housing and open space projects

2/10/09: town hall and library, dog park if eligible

Suzanne's Garden:

Bill Dougal recused himself and left room.

Questions for additional information:

- How would the functions work – who organizes, who collects fees?
- Maintenance – how would that work? Who pays for it? Who pays the DPW portion?
- Water access – how will that work?
- Will a non-profit be created?
- Total price is greater, where is the rest of the money coming from?
- What is the assessed value? What is the value if not buildable lot?
- What about abutters?

11:10 Arturo Alon recused himself and leaves; Bill Dougal returns.

83 Shank Painter Road:

Dennis Minsky: conversion to 15 affordable units from 5 is lot of affordable units for the price.

Questions for additional information

- Retail space condo was sold, is the sale price [\$350,000] figured into the pro-forma?
- Is there a condo association?
- If so, is there a condo fee?
- Status of the regulatory and other approvals?
- Connected to sewer?
- Timetable?
- Is any of the work “green?”

- How is the rental selection process handled? Local Preference?
- If above 20% profit margin, what happens to that money?
- What monitoring mechanism will there be?
- What about a follow-up audit process?

Stable Path:

Would like a recommendation from Community Housing Council on how the housing projects meet community need – that is -- the number of units at different sizes [1-bedroom, 2-bedrooms] and at what income levels.

Questions for additional information

- Would like overall description of project and progress to date?
- What about density?
- What about abutters?
- Status of the regulatory and other approvals?
- Connected to sewer?
- Timetable?
- Is any of the work “green?”
- How is the rental selection process handled? Local Preference?
- If above 20% profit margin, what happens to that money?
- What monitoring mechanism will there be?
- What about a follow-up audit process?

Next Meetings scheduled for 2/3/09, 2/10/09, 2/17/09, 9am. Public Hearing 2/24/09 at 6:00 pm.

Adjourned 11:30 am.

Submitted by:

*Michelle Jarusiewicz,
Community Housing Specialist*