

**COMMUNITY PRESERVATION COMMITTEE MEETING:
MINUTES
Veterans Memorial Community Center, 2 Mayflower Street
February 13, 2015, 1:02 pm**

Members present: Kristin Hatch, Suzanne Harding, Susan Cook, Brandon Quesnell, and Michelle Crone DeMarco

Excused: Barbara Prato, Polly Burnell, Judy Cicero

Other attendees: Community Housing Specialist Michelle Jarusiewicz, Acting Town Manager David Gardner

Public Statements: none

FY 2016 CPA Funding Round: The Housing Specialist/Grant Administrator began with describing the process with the Public Hearing scheduled for February 23, 2015 at 1:00 pm to receive public input on all the applications. The CPC can then make their recommendations following the hearing or schedule another meeting to do so. The warrant closes on March 6, 2015, so it must be before then. Ms. Jarusiewicz prepared a few option scenarios to run the math a few ways. Additional variations can be done, members just need to ask or email in advance of the hearing.

FY 2016 CPA OPTIONS

<i>as of 1/30/15</i>	Request	Option 1	Option 2	Option 3	comments:
School Auditorium	15,000	15,000	15,000	15,000	
Hamilton & Gifford Cemeteries					allow time for WSC completion
Stone Conservation	60,000	60,000	10,000	-	
<i>historic subtotal</i>	<i>75,000</i>	<i>75,000</i>	<i>25,000</i>	<i>15,000</i>	
Greensfelder Playground	65,000	65,000	50,000	50,000	
<i>open space/rec subtotal</i>	<i>65,000</i>	<i>65,000</i>	<i>50,000</i>	<i>50,000</i>	
Housing Office	113,677	113,677	113,677	113,677	borrow; debt service year 1
Winslow Farm Acquisition	1,000,000	135,000	135,000	135,000	
Fire Station #2	196,000	196,000	196,000	196,000	
VMCC Housing Feasibility Study	50,000	25,000	25,000	25,000	proceed for year 1 postpone to future round await RFP process
Former Community Center					
44 Bradford Street housing development	900,000				
<i>housing subtotal</i>	<i>2,259,677</i>	<i>469,677</i>	<i>469,677</i>	<i>469,677</i>	
Grand total	2,399,677	609,677	544,677	534,677	

As the applicant, Ms. Jarusiewicz also indicated that she was reducing the request for the VMCC feasibility study to \$25,000 instead of \$50,000 after further consultation with Mass. Housing Partnership. She feels that will be adequate to do what needs to be done in the first year – analysis of the structure and site and community input on potential housing development. She was also withdrawing the application for development funds at the former Community Center at 44 Bradford Street for potential resubmission in the future. Since the Town received the Feasibility report and will be proceeding with the Request for Proposal process, it would be preferable to bring a request to town meeting for a specific project in the future.

School Building Auditorium Restoration \$15,000 – no further questions

Hamilton & Gifford Cemeteries Stone Conservation: \$60,000 - no further questions

Mildred Greensfelder Playground Surfacing project: \$65,000 – no further questions

Community Housing Office, Housing Specialist - \$113,677: Ms. Harding inquired about the total dollar figure for the budget. The Housing Specialist explained that it was an increase in funding of Housing Office including 35 hours per week for full-time Housing Specialist and 5 hours per week for CPA Administration along with pro-rated health benefits and some expenses. The rate of pay is based on longevity. Ms. Jarusiewicz has been a long-term employee for the Town. Another member inquired about the duration of the Acting Assistant Town Manager position. Ms. Jarusiewicz indicated that if it goes past June 30th, that portion would continue to be paid from the Town Manager's budget and the funds would remain in the CPA budget. In any case, unspent CPA funds remain in the CPA budget. Members Cook & Hatch support the need for a full-time office.

Winslow Farm Acquisition, Housing Specialist: \$1,000,000 – the Board of Selectmen approved the Purchase & Sale on 2/9/15 which is contingent on town meeting funding the acquisition. The Town Manager indicated that the sale price is the same, \$1.75 million, and the CPA funds are part of the funding strategy that could be brought to town meeting.

The Chair opened the discussion to members of the public. Tom Coen funding is part PA, part from sale of the Grace Gouveia building, and free cash; would it raise taxes? Mr. Gardner said no, if the CPA and above funding move forward as planned. Nancy Jacobsen inquired about the big picture? Ms. Jarusiewicz explained that this property abuts the back of the town-owned VFW lot. If acquired it would not only add land for development but would provide another means of access to the property and allow greater development flexibility. Ms. Harding asked if this was part of the thought of folding the land bank into the CPA? Mr. Gardner indicated that it was not part of the Board of Selectmen's funding strategy. Ms. Hatch expressed her concern that if she had \$1.7 million, would she spend it on Winslow Farms? Development would be 10 years away. Mr. Gardner said that it could potentially be done in 5 years. Province Landing encountered the recession and the unavailability of tax credits.

Fire Station #2, Housing Specialist: \$196,000 – looks like a relatively quick project. Members asked about the timing. Ms. Jarusiewicz said that the first step would be a request for proposals for design services, following design, the bid process, probably about 1.5 to 2 years.

VMCC Feasibility Study: \$50,000 - Ms. Jarusiewicz also indicated that she was reducing the request for the VMCC feasibility study to \$25,000 instead of \$50,000 after further consultation with Mass. Housing Partnership. She feels that will be adequate to do what needs to be done in the first year – analysis of structure and site and community input on potential housing development.

Former Community Center: \$900,000 - She was also withdrawing the application for development funds at the former Community Center at 44 Bradford Street for potential resubmission in the future. Since the Town received the Feasibility report and will be proceeding with the Request for Proposal process, it would be preferable to bring a request to town meeting for a specific project in the future.

Documents:

Options spreadsheet

Adjourned 1:41 pm.

Submitted by:

Michelle Jarusiewicz,

Community Housing Specialist & Grant Administrator