

Community Preservation Committee  
Minutes  
Wednesday, February 16, 2005  
Town Hall

Members Present: Richard Bell, John Dobrinski, Steve Swanger, Mark Kablack, Chris Morely, Sheila Stewart

Not Present: Carole Wolfe, Tara Reed, Peter Glass

Meeting called to order at 7:40 P.M.

Hop Brook Study Request

Discussion on a request for funds from the Hop Brook Study Committee was postponed because the Board of Selectmen are in the process of forming a new Waterway Committee. This new committee will identify and oversee issues involving all of the Town's waterways.

With the formation of this new committee, the Chairman questioned whether the CPC should withdraw the Warrant Article for the Willis Pond Study.

John Drobinski stated that the new Waterway Committee is still in the planning stages and that the mission statement is currently being reviewed. He anticipates that the new committee may be formed within the next three Selectmen's meetings.

At this time, it was the consensus of the members present to leave the Warrant Article for Willis Pond as is and to address any specific issues in the motion on Town Meeting floor.

CPC FY06 Budget

Mark Kablack reviewed the draft budget forecast for FY06 prepared by Tara Reed. He explained the projected revenue figures and anticipated debt figures for existing and proposed projects.

(Chris Morely left the meeting at 8:20 p.m.)

He noted that there are still questions that need to be resolved but feels that this is a good working spreadsheet and should be reconciled periodically with the Town Accountant.

(Chris Morely returned to the meeting at 8:35 p.m.)

### Administrative Expense Account

The Committee discussed a request from the Town Accountant to use \$12,358.33 from the Administrative Expense Account to cover a budget shortfall for the Cutting property resulting from higher legal fees than expected.

The Administrative Expense account was reviewed for activity and obligations. The current balance is \$26,238.40. The Committee agreed that it would be easier to pay this expense from the Administrative Expense rather than waiting for Town Meeting.

A motion was made by Richard Bell, seconded by Chris Morely to use CPC Administrative Expense funds to cover the \$12,358.33 budget shortfall for Cutting bond cost.

Vote 6-0 Unanimous

A request was also made by the Town Manager, on behalf of Sandra Heiler, Historic District Commission, for \$150 from the Administrative Expense to be used for a mailing to residents in Sudbury's Historic District.

The committee raised concern about this request as it seems to be an operating expense. Even though the amount is small, the committee noted concern about setting a precedent for future requests. The committee further discussed setting additional parameters to be used when reviewing future requests for Administrative Expense fund.

A motion was made by Mark Kablack to reject this request as it is an operating expense of the Historic District Commission and that it is not directly connected to a future CPC project. Chris Morely seconded the motion.

Vote 6-0 Unanimous

### Update on Libby Proposal

Mark Kablack informed the Committee that negotiations are on-going with the Town and Mr. Libby. He noted that the town has hired a consultant to assist with the negotiations. When additional information is available, Mark will notify Committee.

### Finance Committee Warrant Article Recommendations

It was noted that the Finance Committee tabled the Warrant Article for Libby. In addition, the Warrant Article for Davis Field was not discussed because additional information was required. The other CPC articles received Finance Committee support.

### Summary of CPC Conference

The Community Preservation Regional Conference was held February 12 and was attended by Mark Kablack and Chris Morely. The conference was informative and was worth attending.

During the conference it was noted the State match in funding is only secure through 2009 rather than 2011 because more towns are joining Community Preservation and the fees from the Registry of Deeds have decreased by 30%. Two other areas of concern were noted for the state funding match: 1) the Governor would like to use CPC funds for 40R development; and 2) the coalition of mayors are proposing that the revenue generated from hotel tax be used for Community Preservation thus allowing state match of those funds. If hotel tax is used, the state match for revenue will end by 2007 with a 50% match in 2008 and a 30% match in 2009.

John Drobinski stated a need to contact the legislators to ensure that they vote against either of these actions.

Also, it was noted that the Department of Revenue made a presentation and issued a handbook explaining their regulations. Mark has the handbook.

Representatives from the Town of Natick are looking for CPC members to attend their meeting on March 3 to help promote CPC in their community if anyone is interested in attending.

#### General Business

- 1) An e-mail was sent to Mark Kablack from Dennis Mannone informing the Committee that costs for developing the Cutting field is higher than expected. The lowest bid came in at \$755,000 but only \$550,000 was allocated for this project. He is looking for guidance and wonders if he should pursue additional funding from CPC, from user groups, Sudbury Valley Trustees and/or a possible change in scope.

A motion was made by Mark Kablack, seconded by Richard Bell, to respond back to Dennis and suggest that he proceed with the items noted above and to respond back to the committee with an update.

Vote 6-0 Unanimous

- 2) The Committee discussed an e-mail from Debbie Dineen that was sent to Mark requesting administrative funds for hiring a consultant to assist in Tax Title proceedings. The members were in agreement with Mark's response to the e-mail suggesting that more information and guidelines need to be established prior to moving forward on this project. In addition, specific properties that would meet the needs of the CPC must be identified and ranked as to viability to the town.

- 3) Steve Swanger stated that he has been in contact with the State regarding the Housing Authority's housing proposal. He was informed that the funding process has changed since they last met with State Housing Authority representatives on this project. Since that time, several other towns have participated in the program which has slowed down the process to obtain the state funds. He is concerned that the time limit stated in the Warrant Article is not sufficient and should be increased to two years.

A motion was made by Chris Morely to extend the time period in the Housing Authority Warrant Article from one year to two years. The motion was seconded by Richard Bell.

Vote 6-0 Unanimous

- 4) Chris Morely will prepare a draft guideline and an application to be used for requests for funding from the Administrative Expense Account. The draft guideline/application will be discussed at a future meeting.

#### Minutes of January 19, 2005

The January 19, 2005 meeting minutes were reviewed. On a motion by Mark Kablack, seconded by Chris Morely, the committee voted to accept the minutes.

Vote 5-0-1 (John Drobinski abstained)

Meeting adjourned at 9:40 p.m.