

Present: Christopher Morely (Chairman), Fred Floru, Lynne Remington,
Pat Brown, Sherrill Cline, Diana Warren, Elizabeth Quirk, Bob Beagan,
and Director of Planning and Community Development
Meagen Donoghue

Absent: Thomas Friedlander

At 7:37 p.m., Chairman Morely called the meeting to order.

Review and Vote on the Language of Community Preservation Act FY18 Project Articles and Committee Reports for Town Meeting and Revisit Previous Votes for Projects

At 7:37 p.m., Chairman Morely opened the discussion to review and vote on the language of the FY18 Community Preservation Act (CPA) project articles and Committee Reports and to revisit previous project votes. Copies of handouts entitled, “FY18 CPC Financials dated 11/30/2016,” draft articles and Committee Reports as edited by Chairman Morely, an email from the Community Preservation Coalition dated January 23, 2017 responding to a question posed by Chairman Morely, and two large spreadsheets entitled “Community Preservation Funds Schedule of Revenues, Expenditures and Changes in Fund Balance Budget and Actual for the Fiscal Years ended June 30, 2003-2018 (reflecting 2012 Budget to 2017 Budget)” and “Community Preservation Funds Schedule of Revenues, Expenditures and Changes in Fund Balance Budget and Actual for the Fiscal Years Ended June 30, 2003-2018” were distributed to the Committee tonight.

Chairman Morely referenced the draft articles and Committee reports, and he asked for feedback.

Article 1. Community Preservation Fund - Lyons Pride/S.M.I.L.E. Sudbury Surfacing project.

Mr. Beagan stated it is possible the \$70,975 amount requested might be reduced if other funds are confirmed.

On motion duly made and seconded, it was unanimously:

VOTED: To approve the article language and Committee Report as presented and reviewed tonight for the Lyons Pride/S.M.I.L.E. Sudbury Surfacing project submission funding request.

Article 2. Community Preservation Fund – Park & Recreation Consulting Services

Chairman Morely referenced the email he received from the Community Preservation Coalition regarding the initial submitted request not being eligible for CPA funding.

Mr. Floru asked if the project might be eligible if the article language were revised to reflect that the funds would be used only for field layouts. Chairman Morely stated he does not believe it would help because the Coalition's interpretation of the statute is that the funds should be used for a specific project(s). Chairman Morely explained that, as he was working to refine the draft language for the articles to be reviewed by Town Counsel, he began to question the project's eligibility, and thus, he sent an email to the Coalition asking for clarification. He further stated this request could be better served for specific project requests through an Administrative Funds request. Chairman Morely suggested this be reconsidered later tonight when the Budget article is reviewed.

Based on the guidance received from the Community Preservation Coalition, the consensus of the Committee was to change its previous vote on this project request.

On motion duly made and seconded, it was unanimously:

VOTED: To rescind the Community Preservation Committee's prior approval of the Park and Recreation Commission's funding request for consulting/planning services.

Given this vote, it was noted the remaining articles to be reviewed tonight would now be renumbered appropriately.

Renumbered Article 2. Community Preservation Fund – Featherland Park Court Reconstruction

On motion duly made and seconded, it was unanimously:

VOTED: To approve the draft article language and Committee Report as presented and reviewed tonight for the Park and Recreation Commission's funding request for the Featherland Park Court Reconstruction project.

Renumbered Article 3 – Community Preservation Fund - Bruce Freeman Rail Trail (BFRT) Design

In response to a comment by Ms. Quirk, Ms. Brown explained this year's article language was specifically drafted to be able to use funds appropriated as needed for the project, as opposed to last year's appropriation, which was specifically approved for 75% design work.

On motion duly made and seconded, it was unanimously:

VOTED: To approve the draft article language and Committee Report as presented and reviewed tonight for the Bruce Freeman Rail Trail design project request.

**Renumbered Article 4. Community Preservation Fund - Town Hall
Restoration/Rehabilitation**

Chairman Morely stated this project was discussed at last night's Capital Improvement Advisory Committee (CIAC) Meeting. Mr. Beagan asked if the CIAC supported all the CPA project recommendations. Chairman Morely stated the Town Hall project was the only one discussed, and the CIAC seemed pleased with the proposal, but it did not take an official vote on it.

Ms. Donoghue noted all Warrant articles were due yesterday, and thus, the draft language and Committee Reports as presented prior to tonight were submitted. However, she further stated revisions as amended tonight can be made at a later time.

Ms. Remington suggested deleting the fourth sentence of the first paragraph of the Committee's Report. She also suggested some of the historical information in the second paragraph of the Report could be deleted. Chairman Morely expressed his strong desire to retain the fourth sentence and to include the historical perspective presented, and he explained his rationale for doing so. Ms. Warren agreed with Chairman Morely, stating it is important for voters to know that the Town Hall meets the criteria for an historic building.

Ms. Remington suggested edits to tighten the sentence structure, with which the Board refined and concurred, to the fifth sentence of the first paragraph of the Report. She also suggested several other edits regarding sentence structure in the Report.

Ms. Warren suggested, and the Board concurred, that the word "best" in the sixth line of the second paragraph of the Report be replaced with the word "earliest."

Mr. Beagan expressed concern regarding the first sentence of the second paragraph of the Report and whether it would be interpreted as promising future construction funds. The consensus of the Committee was that this sentence should be revised to read as follows: "It is anticipated that the bulk of future construction costs will be eligible for CPA funds."

The consensus of the Committee was also that the word "rarely" in the fifth line of the second paragraph of the Report should be replaced with the word "uniquely."

Ms. Quirk requested that the Report be corrected to place period punctuation within the quotation marks in two instances.

The consensus of the Committee was to also revise the third sentence of the last paragraph of the Report to include that the feasibility study was completed in 2013.

In response to a question from Ms. Remington, Ms. Brown and Chairman Morely provided reasons why the Town Hall building was eventually not considered for the relocation of the Sudbury Public School's Administration.

On motion duly made and seconded, it was unanimously:

VOTED: To approve the draft article language as presented and reviewed tonight for the Town Hall Restoration Project, and to approve the draft Committee Report language as reviewed and amended tonight.

Renumbered Article 5. Community Preservation Fund – Sudbury Housing Authority

At 8:10 p.m., Chairman Morely opened the discussion regarding the Sudbury Housing Authority (SHA)'s Project Submission's article and Report language.

Ms. Cline requested, and the Board concurred, that the third line of the article language be revised to reflect that "...to affect the acquisition and/or creation of at least...Sudbury." She also requested, and the Board concurred, the last line of the article be revised to replace the word "Affordable" with the word "Community."

On motion duly made and seconded, it was unanimously:

VOTED: To approve the draft article language as reviewed and amended tonight for the Sudbury Housing Authority (SHA)'s Project Submission request and to approve the draft Committee Report language as presented and reviewed tonight.

Renumbered Article 6. Community Preservation Fund – Regional Housing Services Office (RHSO)

Ms. Brown noted, and the Committee concurred, that the last sentence of the article needs to be revised to replace the word "Affordable" with the word "Community."

The Committee agreed to replace the word "providing" in the third line of the article with the word "funding."

The consensus of the Committee was that the words "located in Concord" should be deleted from the first sentence of the third paragraph of the Committee Report.

On motion duly made and seconded, it was unanimously:

VOTED: To approve the draft article language and the Committee Report as reviewed and as both were amended tonight for the Regional Housing Services Office project request.

Renumbered Article 7. Community Preservation Fund - General Budget and Appropriations

Chairman Morely explained the highlighted figures in the first paragraph of the Committee Report will be updated appropriately at a later time by Finance Director Dennis Keohane. He stated the Committee should reconsider what the amount should be for the Administrative Funds to be inserted at the end of the first sentence of the second paragraph of the Committee Report.

A brief discussion ensued regarding increasing the Administrative Funds budget to accommodate possible requests from the Park and Recreation Commission for planning and consulting purposes, since approval of its previous funding request was rescinded earlier tonight. The Committee reviewed the proposed budget regarding the Town Planner position and the allocation for Project Feasibility.

Mr. Beagan stated the Park and Recreation Commission discussed its options when it became aware of the Coalition's opinion regarding its previous request for CPA funding for planning/consulting services. The Commission thought it might submit a smaller Administrative Fund request to help prepare for a specific project article request at the October 2017 Town Meeting.

Ms. Quirk stated it appears as if more money is being allocated than the \$838,721 revenue available this year. Chairman Morely explained that some funds, such as a large portion for the Town Hall funding request, will come from cash reserves.

Chairman Morely cautioned Mr. Beagan that the Commission should consider that the result from a voting group at a Special Town Meeting often differs from the result received from voters at the Annual May Town Meeting.

Mr. Floru suggested, and the Committee concurred, to insert the amount of \$87,500 for the Administrative Fund budget in the first sentence of paragraph two of the Committee Report.

The Committee also agreed to replace the word "Affordable" in the first sentence of the third paragraph of the Committee Report with the word "Community."

On motion duly made and seconded, it was unanimously:

VOTED: To approve the draft language as presented and reviewed tonight for the Community Preservation Fund General Budget and Appropriations article, and to

approve the Committee Report for this article as reviewed and amended tonight, subject to financial figures being added at a later time by Finance Director Dennis Keohane.

Minutes

Copies of the January 18, 2017 Meeting Minutes were distributed tonight.

On motion duly made and seconded, it was:

VOTED: To approve the Regular Session Meeting Minutes of January 18, 2017.

Ms. Quirk abstained from this vote.

Chairman Morely stated the Committee can vote to enter into an Executive Session to approve the January 18, 2017 Executive Session Meeting Minutes as an agenda item at its next meeting. Ms. Brown explained the Executive Session Minutes can be approved and then voted to be released at a later time, when appropriate.

Miscellaneous

Chairman Morely stated it has been suggested that Finance Director Dennis Keohane provide more-up-to-date financial information for the Committee well in advance of the May Town Meeting. He explained the accuracy of data provided to date has been questioned by several Committee members.

Ms. Cline referred to the large spreadsheets distributed tonight, noting she believes some of the information listed for housing-related CPA projects is inaccurate. She also questioned the accuracy of information listed for Melone property engineering. Ms. Brown concurred, noting there seem to be inconsistencies with the information provided.

Chairman Morely stated he believes someone in the Finance Department should be able to access the records for previous CPA Warrant articles and appropriations. He suggested each Committee member should review their related projects and the information provided. He also asked Ms. Donoghue to try to coordinate a meeting for the Committee at the end of March with Mr. Keohane to receive updated information, noting the Committee needs to feel more comfortable with the financial data provided. Chairman Morely suggested Mr. Keohane may want to devote more time to confirming this information now before the year gets busier leading towards Town Meeting and the close of the fiscal year.

Ms. Remington stated the Committee is not as confident as it used to be about financial information provided regarding where the money has gone and how much has been spent.

She believes the Committee needs to be better informed about how the funds are being spent.

Ms. Brown noted foundations sometimes ask funding recipients to provide a report each year. Ms. Cline stated she believes this suggestion was made years ago and officials stated this could not be done.

Mr. Floru stated he believes the Town's financial software should easily be able to capture what expenses have been paid for approved projects, and this information should be readily available.

Chairman Morely and Ms. Warren stated it is not part of the CPC's charge to monitor the funding appropriations. Chairman Morely asked Ms. Donoghue to contact former Director of Planning and Community Development Jody Kablack to ask her how she obtained CPA financial information for the Committee in the past, and from whom.

CPC Future Meeting Schedule

The next Meeting is to be determined at a later date by Ms. Donoghue once she is able to coordinate a date with Mr. Keohane. The Committee will also briefly meet immediately prior to the start of the May 1, 2017 Town Meeting.

On motion duly made and seconded, it was unanimously:

VOTED: To adjourn the meeting at 8:54 p.m.