

MINUTES
COMMUNITY PRESERATION COMMITTEE
Regular Meeting of Thursday, March 13, 2014

Present: Jane Lopes, Mark Belanger, Ted Eayrs, Maureen Franco, Josephine Ruthwicz,
Dave Thomas and Janet Miller
Others: Colleen Lieb – Recording Secretary

The Chairman called the meeting to order at 7:00 PM in the Community room at 8 Benton Street. The meeting was recorded by cable television.

MINUTES

The minutes of the February 13, 2014 meeting were reviewed. There were corrections.

Motion: To approve the February 13, 2014 minutes as amended.

By T. Eayrs

Seconded by D. Thomas

VOTE: 6-0-0

OLD BUSINESS

Oliver Estates - Update

Chairman J. Lopes noted that the Historical Commission did approve the proposal for the Oliver Estate Project. There was a question asked on how to provide half of the payment for services now and the final half when the work is finished. There was discussion on submitting an interim report and depending of the value of the work presented the first half could be paid. There was discussion on the first section of work to be done as the appraisal and the second part of the work can deal with the proposed preservation restriction.

Historical Museum - Update

Cynthia McNair was present for the discussion. Cynthia provided a report to the Committee on the progress of the work that has been done at the Historical Museum. She noted that the heating had been installed and a contract has been put out for insulation. She referenced the finding of knob and tube wiring, which there is some concern of. Cynthia asked about reimbursement for the work that had been done and invited the Committee Members to come and view the project. It is explained that the matter of the preservation restriction for the project has to be worked out before the reimbursement can be done. This will be reviewed further.

Grant Agreement/Memorandum of Understanding

Member M. Belanger referenced other Towns using CPA funds that have not required preservation for a historical building. It was suggested that this type of thing could discourage participation in the program. Member T. Eayrs reported difficulty with getting the necessary information from MassHistorical. It is clear that Counsel is needed to understand what circumstances require a preservation restriction. It was stated that Town Counsel is not a specialist in the CPA. There was discussion on hiring Special Counsel.

Motion: To authorize the Chairman to hire Special Counsel on this matter if it is determined we need it.

By M. Belanger

Seconded by J. Miller

VOTE: 6-0-0

Open Space Plan - Update

Member T. Eayrs reported that the historic components are complete and the final plan should be prepared by the end of the month.

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ACTION ITEMS

Jo to prepare warrant articles for spring town meeting - done
Jo to send award letter to UU church - done
Ted to continue work on preservation restrictions - updated
Jane to talk to town counsel re preservation restrictions – action item for next mtg
Jo to email CPA project spreadsheet to all
Colleen to pay coalition dues – done and Mo F. will follow up on
Jane to inform museum & UU church there will be preservation restrictions on property - done
Colleen to write letter accepting Mike Maddigan's resignation with regret – ready to send
Colleen & Mark to go to next Planning Board – follow up with Planning Department

FINANCIAL REPORT

Member Mo Franco noted that she will be meeting with the Town Accountant to review how the warrant articles are structured as well as follow up on the Dues Payment to make sure it is applied against the correct account. Mo reviewed with the Committee the financial overview and the referenced the 52.23% match the Town received. She discussed allocations of funds and the warrant articles.

Board Vacancy

Chairman Lopes reported that there had been only application received for the “At Large” member to the Community Preservation Committee. It was agreed that further advertisement would be done for the vacancy, for one more opportunity for applicants. In the meantime, the Board of Selectmen will be contacted so that the item can be put on the April 14th agenda.

RFQ - Consultant

Member T. Eayrs spoke to the Committee about the request for quote for a Consultant to work with the CPC on an hourly basis on the current and potential future CPA projects.

Motion: To send out RFQ to Central Register and contact three people for quotes for Consultant.

By: T. Eayrs

Seconded: M. Belanger

VOTE: 6-0-0

NEW BUSINESS

There was no new business.

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Adjournment

The next regular meeting is scheduled for Thursday, April 10, 2014 at 7:00 PM.

MOTION: To adjourn the regular sessions meeting of the Community Preservation Committee at 8:40 PM.

By Dave Thomas

Seconded by T. Eayrs

VOTE: 6-0-0

Respectfully Submitted by,

Colleen Lieb, Recording Secretary

List of Documents And Other Exhibits Used By The Body At The Meeting

1. February 13, 2014 Draft Minutes
- 2.

ACTION ITEMS

1. Mark to Find Special Counsel
2. Mark to speak with Coalition regarding Special Counsel
3. Jane to talk to Town Counsel & Town Manager regarding Special Counsel
4. Jane to advertise again for Member at Large with March 27, 2014 Deadline
5. Colleen to arrange for CPC to do a joint appointment at April 14, 2014 BOS Mtg.
6. Jo to forward McNair app to BOS
7. Jo & Mo to work on revised warrant articles
8. Mo to talk to the Accountant
9. Colleen & Mark to go to next Planning Board meeting re need for Plan Bd statutory member