



Town of Bridgewater, Massachusetts

Community Preservation Committee

Meeting Minutes, 6/8/06
Senior Center
Recorded by

Community Preservation Committee

Dan Buron
Recreation Commission

Peter Colombotos,
Vice Chair/Secretary
Master Plan Implementation
Committee

Steve Elliott
Planning Board

Judith Gabriel
Historic District Commission

Marilee Kenney Hunt, Chair
Citizen at large

Rick Kranes
Conservation Commission

David Moore
Housing Partnership

Max Reed
Capital Planning Committee

Bob Vazza, Treasurer
Housing Authority

Attendance:

Dan Buron—appointee from the Recreation Commission
—appointee from Master Plan Implementation Committee (MPIC)
Judith Gabriel—appointee from Historic District Commission (HDC)
Marilee Kenney Hunt—Citizen member, appointed by the Board of Selectmen
Rick Kranes—appointee from Conservation Commission
David Moore—appointee from Housing Partnership
Bob Vazza—appointee from the Housing Authority

Absent

Steve Elliott—appointee from the Planning Board
Max Reed—appointee from the Capital Planning Committee

Carlton Hunt—guest, chair of Master Plan Implementation Committee

The meeting was called to order at 6:40

Meeting minutes

The minutes of the May 18th meeting were approved unanimously.

Funding request from tax collector's office

Marilee mentioned that JoAnn O'Donnell had acknowledged our decision of “no action” on her request for reimbursement of \$6,000 the tax collection office spent on software to collect the CPA surcharge. She had no comment, however.

Announcement of subcommittee chairs

Pete was elected chair of the Public Information subcommittee
Marilee and Bob will serve as co-chairs of the Application Forms subcommittee

Enterprise article

Marilee distributed a photocopy of an article from the Brockton Enterprise dated May 31, 2006 entitled, “Randolph—Town meeting spends its first CPA funds.”

Committee composition

Marilee distributed a memo with the heading, “Situation: The Bridgewater CPA by-law places a member of the Historic District Commission on the CPC but not a member of the Historical Commission as required by state statute” to help us discuss the issue. She indicated that she had invited Bill Smith, chair of the HDC, to attend to discuss the issue and did not hear back from him. David mentioned that the when approving local bylaws, the Attorney General merely looks for

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procedural errors in their passage, not for legal inconsistencies. Marilee asserted that we need to replace the existing bylaw with one that conforms to the state statute. The Committee for the most part agreed. Marilee suggested we should submit an article changing the committee at the same time that we submit a \$15,000 funding recommendation for the committee's administrative and organizational needs. She also proposed that we could remove one of the four appointees not required by statute—either the appointee from the Capital Planning Committee, the citizen member, the Housing Partnership or the MPIC—with an appointee from the HDC. David mentioned that for the most part the HDC and the HC represent the same interests. Judith noted that the HDC has control over anything that happens in the Historic District regardless of their position on the CPC. David mentioned that the Capital Planning Committee is winding down its activities, that there are no other big capital projects on the horizon and that, therefore, it would make sense to remove their appointee from the CPC. He added that it would always make sense for the CPC to consult with the Capital Planning Committee when it considers any project that might have any implications for future capital costs. Marilee suggested that she contact Max Reed [Capital Planning appointee] and ask for input from him and from his committee regarding the suggestion that we replace Capital Planning Committee representation with HDC representation. Marilee will consult with town counsel about proposing a bylaw to replace the existing one. Marilee asked if there was consensus that we should pursue replacing Capital Planning Committee representation.

Review of Department of Revenue publication “Community Preservation Fund—Budgeting and Finance Issues”

After briefly reviewing some of the contents, the committee agreed that the information is quite complex and that it would make more sense for Marilee and Bob to go over the publication with the help of the town accountant, the town treasurer and the municipal administrator and then report to the full committee. Marilee will still try to arrange to have the three town officials come meet with the Committee. Personal constraints prevent them from doing so at this time. Marilee reiterated the need to confirm how funds will be managed once we reach that point.

Public Meeting subcommittee report

Pete noted that the subcommittee had not met but cited the memo he passed out at the last meeting with preliminary plans for the Committee. Pete noted that our tentative plans for an information meeting on October 5th, a presentation at fall Town Meeting on November 13th, and a meeting to discuss applications on February 15th fulfill the requirements that we hold at least one posted public hearing per year. Marilee suggested we broadcast our October informational meeting from either the Senior Center or the Cable 9 studio and provide for citizens to call in with questions. Pete will speak with Jim Moore of BTV about this. Pete mentioned that he is working on revisions to the Committee web site. He would like to add the content of the “Potential Uses” document from the

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Community Preservation Coalition. He urged everyone to look to it as a useful review of the CPA.

Application Forms subcommittee report

Marilee proposed that the Committee make a motion to approve the draft of the Pre-application form. David suggested we add check boxes under “Historic Preservation” so that applicants can indicate if the subject property is in the Historic District or listed in the Townscape Historic Inventory [is this the proper name???]. Marilee welcomed this suggestion as a friendly amendment. The motion was approved unanimously. Discussion of the full application was tabled pending further review. Marilee raised the question of a creating a fast-track application for time-sensitive projects that fall outside the regular application cycle and, therefore, require emergency funding. She mentioned open space coming up for sale and, thus, being threatened by development or a historical building needing emergency repairs as examples of projects that may need immediate action. She wondered what the emergency application would need to include. Pete wondered whether Kathy Roth of the Community Preservation Coalition knew of any towns that have created such an application. He will contact her to check. David suggested we get of all the properties within town that are classified under the Commonwealth's MGL Chapter 61A [agricultural lands to which the town has a right of first refusal]. Marilee suggested that Rick (as Conservation Commission appointee), Dan (as Recreation Commission appointee) and Pete (as MPIC appointee) each review the 61A list and ask their appointing committees to rank those properties' importance to the town's open space preservation needs. David mentioned that the expired Open Space Plan would be a useful resource even though some of the properties listed therein might have been developed since it was approved in 1985. He suggested that there might even be some additions to the inventory of 61A properties listed in the Plan, notably town parcels owned by Mike Flaherty [sp?]. Pete offered to get a list of 61A from the Assessor's office. Pete asked Marilee on whose full application she based her draft and suggested she contact them and ask if there was anything they would change. Marilee will contact the Easton CPC.

Community Preservation Plan

Pete reiterated that the Committee is obligated to “study the needs, possibilities, and resources of the town regarding community preservation.” He suggested that as part of this charge, the Committee must elicit input from various town board, committees, etc as to what should be included in the Community Preservation Plan. He insisted we look to existing plans, studies, and surveys to help us to formulate our priorities. He mentioned that as a condition of a ZBA approval of a 40B project, the town will have \$22,000 to spend on the drafting of an Affordable Housing Plan. Dave mentioned the Housing Partnership had already written one. Pete will investigate. He mentioned that while we will call for proposals from applicants, we can also be proactively target specific community preservation priorities. He also suggested that Marilee appear before the BOS and ask town

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boards, department, and committees for input for our Community Preservation Plan.

Committee administrative funds

Pete asked when we would be submitting an article asking town meeting to approve \$15,000 funding of Committee administrative funds. Marilee suggested we wait until we have article concerning composition of the Committee drafted in order to call just one Special Town Meeting for both articles.

Adjournment

The meeting was adjourned at approximately 8:45