



Town of Bridgewater, Massachusetts

Community Preservation Committee

Meeting Minutes – January 17, 2008

Community Preservation Committee

Dan Buron
Recreation Commission

Peter Colombotos,
Vice Chair/Secretary
Master Plan Implementation
Committee

Robert Iafrate
Planning Board

Marilee Kenney Hunt, Chair
Citizen at large

Rick Kranes
Conservation Commission

David Moore
Housing Partnership

(Open)
Capital Planning Committee

Bob Vazza, Treasurer
Housing Authority

Robert Wood
Historical Commission

Location – Senior Center
Recorded by: Laurie Miller

Members Present:

Dan Buron [], Peter Colombotos [x], Robert Iafrate [], Rick Kranes [x],
Marilee Kenney Hunt [x], David Moore [x] (Capital Planning Rep.) [], Bob
Vazza [x], Robert Wood [x]

CPC Liaison: Sharon Travers Gay [x]

Guests:

Jim Tebou

The meeting was called to order at 6:30 PM.

* A motion was made by Peter Colombotos, seconded by Rick Kranes to
approve the minutes of the October 25, 2007 with no changes.
Unanimously approved.

Treasurer's Report:

There is currently a fund balance of \$1, 714,238.88 through December 21,
2007 inclusive of November and December interest.

Bob Vazza reported that we paid a rather substantial legal bill of
\$4,443.75 which primarily represented the work that was done regarding
the preservation restrictions. He felt, as did Marilee that the boiler plate
work was done and that going forward there should be some additional
monies set aside in the grants for legal fees. Marilee will be notifying the
applicants regarding same when she responds to the preliminary
applications.

Update on Committee Membership:

Ron Adams informed Marilee that most likely the Town Meeting vote will
not be certified until the end of March. Once the vote is certified, the Open
Space Committee will be free to appoint Rick Kranes as their
representative and the Conservation Commission will be free to appoint
Jim Tebou. Hopefully this will help us with our issue of making quorum on
a more consistent basis. Rick Kranes noted that the Open Space
Committee had already appointed him, however as stated we can't make
any of it official until the Town Meeting vote is certified.

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Peter Colombotos suggested that maybe someone from Capital Planning would be willing to just give us their time for the next two months until the vote is certified so we can at least make quorum. He will attempt to persuade someone on behalf of the Committee.

Contract/Scope of Service for Sharon Travers Gay

The Committee reviewed the Contract with Sharon Travers Gay. Marilee noted that until the Contract is signed, Sharon continues to work for us with no payment. To date Sharon has done a tremendous job in meeting with several of the grantees and various town officials and really getting us more organized.

*Motion was made by Rick Kranes, Seconded by Bob Wood to unanimously approve Sharon's Contract.

Update of Forms and Processes for current and future grantees

Sharon reported that she had drafted a Request for Payment Guidelines to be utilized with the current grantees and future grantees. It was noted that to date we have no "reporting in" criteria and thus we are chasing grantees for information. Sharon has designed a request for payment form and a status form that each grantee will be required to submit and guidelines for them to follow.

Update on the NCA

Marilee read us an email from Arnold Robinson from NCA, basically providing us with a status report on what has been done to date regarding the 4 building study and a request to meet with the newly established committee. The make-up of the Committee has been determined and the following people will serve:

Peter Colombotos - CPC
Christopher Flynn - BOS
Marilee Kenney Hunt - CPC
David Moore – McElwain Use Study Committee

The Committee will establish a time to meet with the NCA and get organized for moving forward.

It was noted that the CPC would like to encourage as much participation from the public as possible.

Review and Discussion of Pre-Apps

The Committee received a total of 12 pre-apps in for grants in this cycle; several from the Town, all pre-apps totaling approximately \$3,885,000 of grant money.

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A discussion took place on each application and a letter will be drafted and sent by Marilee outlining the eligibility of each proposed grant and what the grantees need to do to going forward in their applications to strengthen or amend their pre-applications.

A very lengthy discussion took place regarding the Town pre-applications as they pertained to or were linked to the Academy Building and Town Hall. It was the consensus of the Committee that these requests were in direct conflict with Town Meeting vote to put the 4-Building Study in place. It was the general consensus that no money should be dedicated to any of the four buildings until we actually have a report to digest and a plan in place from NCA.

Town Counsel has informed Marilee that money cannot be set aside for future use for projects that we might consider. Bob Vazza and Peter Colombotos pointed out that we need to establish an “emergency fund” or a “budgeted reserve fund” so if we need to tap into money for the current fiscal year for a grant request we can. Town Meeting must establish our emergency fund and it became clear during discussion that the Committee should probably put as much money in the emergency fund as possible from the funds on hand, thus insuring if a grant came before us with Time of the Essence, we would be able to take advantage of it and not wait for another grant cycle. For example, if the Town had the opportunity to purchase a piece of land, we would have to have money in the emergency fund to accommodate the request, or otherwise the Town would take the risk of losing the land while waiting for our next grant cycle.

Regarding the pre-application for the Murray Farm. There was a long discussion on the complexity of this application and the fact that this was exactly the type of application the CPC was looking for. Sharon spent a lot of time with several other members of the Committee and Peter Murray in an effort to iron out some basic issues regarding the possibility of the Town purchasing development rights from the Murrays.

*Motion was made by Bob Wood, Seconded by Rick Kranes to contact an appraiser for an appraisal not to exceed \$5,500 to be paid out of our Admin money in an effort to get a highest use appraisal of the property in question.

The meeting was adjourned at 9:50 PM.