

Braintree Community Preservation Committee
Minutes

June 8, 2009
Thayer Public Library

Present: Anne Murphy (Chair) John Dennehy
 Linda Raiss (V-Chair) Darryl Mikami

Absent: Pat Flynn, Michael Dorn and Dick Fletcher

Also present: Christine Stickney, Director of Planning & Community Development

Meeting convened at 7:35 PM

Members reviewed the minutes of 4/27/09, Mr. Dennehy **MOTION** to accept the minutes of 4/27/09 seconded by Ms. Raiss – unanimously voted.

CPA Application Development:

Members reviewed the draft application package provided to them. Under the submission of Application and Review process – item #4 the committee made minor changes as a result of the Finance Director’s statements at the last meeting. Item #4 will now read

The Committee intends to submit recommendations for funding to the Town Council in November and May. Therefore, the deadline for funding requests for the November recommendations is 3:00PM on the first business day of September and 3:00PM on the first business day in March for May recommendations.

Next Mr. Dennehy read each of the guidelines on page 3 of 10 as to the submission requirements. Members discussed the guidelines #2 and #9 and added additional information. Under #2 members agreed to add “*at the time of submission*” at the end of the last sentence. Under #9 members amended the language to read: “*The use of Community Preservation funds is not allowed for maintenance purposes. Therefore, should there be costs for operation and/or maintenance upon completion of your project, please indicate the party who shall assume responsibility for said costs. Provide details if public funding is required for ongoing operation and maintenance.*”

Mr. Dennehy **MOTION** to approve the application packet as amended, second by Mr. Mikami – unanimous vote. Staff will make the revisions and have it put on the Town’s web page as soon as possible. Public outreach to the community is needed to let folks know of the new CPC and the available funding – this will be discussed at next meeting.

FY10 Recommendations to Town Council:

Although, Mr. Fletcher was not present he had sent members and email earlier in the day with suggestions for appropriations for FY10. Members discussed his suggestions and took the following action:

Page 2
CPC Minutes 6-8-09

Ms. Raiss **MOTION** to recommend to the Town Council that \$30,000.00 be appropriated from available CPA funds for administrative operation for FY10, seconded by Mr. Dennehy – unanimously voted.

Mr. Dennehy **MOTION** to recommend to the Town Council an appropriation of \$75,000.00 for each of the subcategories (open space, historical and affordable housing) for a combined total of \$225,000.00 from available CPA funds for FY10, seconded by Ms. Raiss – unanimously voted.

Mr. Dennehy **MOTION** to recommend to the Town Council an appropriation of approximately \$430,000.00 to the “budgeted reserve” account from available CPA funds for FY10, seconded by Ms. Raiss – unanimously voted.

Former CPA approved projects and closeouts:

Ms. Raiss continues to research prior appropriated projects with the Town Accountant and where they stand as to completion. Since the CPC will be going to the Town Council on 6/16/09 with their FY10 recommendations, members felt it would also be beneficial to have the committee’s recommendations on the close outs of previous projects. Members had voted certain projects at prior meetings and tonight three projects need to be addressed.

Mr. Mikami **MOTION** to recommend to Town Council that the remaining funds of the Town Hall window project, approximately \$32,495.00 be returned to the budget reserve, seconded by Ms. Raiss – unanimously voted.

Mr. Mikami **MOTION** to recommend to Town Council that the remaining funds of the Town Hall Mall project, approximately \$120,938.53 be returned to the appropriate CPA funds from which they came as determined by the Finance Director, seconded by Ms. Raiss – unanimously voted.

Mr. Dennehy **MOTION** to recommend to Town Council that the remaining funds of the Historic Inventory Account, approximately \$5,000.00 be returned to the appropriate CPA funds from which they originated, seconded by Ms. Raiss – unanimously voted.

Mr. Mikami discussed with members his concern from the last meeting with the Finance Director that CPA funds are not kept in a single dedicated account. He expressed his opinion that this is a new Fiscal Year coming forward with a new committee that this should be done.

Mr. Mikami **MOTION** that the CPA committee ask the Finance Director to create a CPA only fund to be segregated from the other Town funds for FY10 including the appropriate subcategory accounts as well, seconded by Mr. Dennehy – unanimously voted.

Mr. Dennehy suggested that staff inquire with other communities if they have a sole dedicated account – he suggested Cambridge and Sharon should be asked.

Page 3
CPC Minutes 6-8-09

General Discussion/Administration:

Summer Schedule – Members scheduled the following meetings:

July 13th, August 10th and September 14th. After the September meeting, the regular schedule of second and fourth Mondays will begin again.

For the next CPC meeting (6/22/09):

Information should have been received from the Finance Director as to the definitive amounts in all CPA accounts.

Staff will work on a press release for the Committee's review.

Update on Town Council meeting of 6/16/09

Community Preservation Web page – status

Ms. Raiss MOTION to adjourn, seconded by Mr. Dennehy – unanimously voted.

Meeting adjourned at 8:45PM

Respectfully submitted,

Christine Stickney