

**Braintree Community Preservation Committee  
Minutes  
January 13, 2014  
Johnson Chambers**

Present: Linda Raiss (Chair) Dick Fletcher  
Anne Murphy (V-Chair) Darryl Mikami (arrived at point noted)  
Paul Machado

Absent: Patrick Flynn

Meeting convened at 7:30 PM.

**Discussion of Reports Received on Various Projects**

**Town Clerk Historical Record Preservation Project**

Ms. Raiss noted that there has been no indication that this project has even been started, (no RFP has gone out) and there has been no response to requests for a status report from the town clerk's office.

**MOTION** to recommend to the Town Council rescinding of the appropriation of \$100,000 for this project, due to no action on this project having been taken. (The appropriation date was September 21, 2011). (By Ms. Murphy, second by Mr. Fletcher) unanimously voted 4-0.

Mr. Mikami arrived at this point.

**Web Page Discussion**

Ms. Raiss has worked on finishing a summary of CPC projects for the committee website and requests input. Members agreed to review draft and forward comments to Ms. Raiss before the next meeting.

**Discussion of Conservation Restrictions**

The Braintree-Weymouth Conservation-Recreation Board responded to our suggestion to do things at no cost by requesting that we send them a proposal. Discussion of what level of compensation might be appropriate and what exactly we are asking them to do. Ms. Phelan has previously sent them a draft restriction (Sunset Lake). There is also a template restriction issued by the State. Mr. Fletcher volunteered to review the restrictions and suggest a cover letter to send. Mr. Machado agreed to review same. To be put on agenda for next meeting.

**Galvin House Update**

A copy of a letter from the Braintree Cooperative Bank to the Historical Society has been received indicating that the Society and Bank have agreed to a mortgage on the French house, proceeds of which will allow paying off the mortgage on the Galvin House.

**Community Preservation Coalition Letters**

The coalition has requested that members send letters to legislators to support additional CPA funding in the coming year. Letters were provided for members to sign.

Page 2  
CPC Minutes 1/13/14

**Status of Previous Recommendations**

Ms. Raiss informed the committee that the recommendations for Housing Authority roof, kitchen, and bathroom updates as well as the Pond Meadow bike path update have been forwarded to the town council.

**Minutes of 11/18/13** : **MOTION** to approve the November minutes with changes discussed, by Mr. Machado; seconded by Ms. Murphy, unanimously voted 5:0

**Minutes of 12/9/13** : **MOTION** to approve the December minutes with changes discussed, by Ms. Murphy; seconded by Mr. Machado, unanimously voted 5:0

**Discussion of Grant Agreement**

Mr. Fletcher noted the lack of a requirement for financial reporting after the start of projects in the standard grant agreement . **MOTION** to add the words “Each report shall include a listing of all expenditures made during the reporting period, including the amount expended, what it was expended for, and to whom payment was made.” as the second sentence of paragraph 5 on page two of the grant agreement , by Mr. Fletcher; seconded by Mr. Machado, unanimously voted 5:0

**MOTION** to adjourn by Ms. Murphy, seconded by Mr. Mikami, unanimously voted (5:0)  
Next meeting to be 2/10/14

Respectfully submitted,

A.R. Fletcher, Jr.