



TOWN OF NORTHBOROUGH Community Preservation Committee

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Approve 11-10-11

Community Preservation Committee Meeting Minutes October 6, 2011

Members in attendance: John Campbell; Peter Martin; Chris Kellogg; Don Haitsma; Todd Helwig; Kathleen Polanowicz; Sean Durkin (arrived at 7:15PM); Michelle Gillespie (arrived at 7:25PM)

Members excused: Andy Clark

Chairman Campbell called the meeting to order at 7:10PM.

Board representation - Chairman Campbell confirmed each member's term and board representation for the 2011-2012 CPC season as follows:

Don Haitsma - Historical Commission
Todd Helwig -- Conservation Commission
Kathleen Polanowicz -- Housing Authority
John Campbell -- Open Space Committee
Peter Martin -- At Large Member through Apr 30, 2013
Chris Kellogg -- At Large Member through Apr 30, 2012
Andy Clark -- At Large Member (not present) through Apr 30, 2014

Election of Officers – Kathleen Polanowicz nominated John Campbell as Chairman. Todd Helwig seconded; vote unanimous with John Campbell abstaining.

Todd Helwig nominated Chris Kellogg as Vice Chairman. Kathleen Polanowicz seconded; vote unanimous with Chris Kellogg abstaining.

Budget presentation by The Sudbury Valley Trustees - Susan Crane of the Sudbury Valley Trustees presented the budget report (copy attached) for holding the Conservation Restriction (CR) on the Green Street (Schunder) property. It was noted that a copy of the report was emailed to the CPC on Sept. 7, 2011.

Ms. Polanowicz noted that a Conservation Restriction is required for any property acquired with CPA funds.

Sean Durkin arrived, and was briefed on the meeting up to that point. Mr. Durkin confirmed that he will represent the Parks and Recreation Commission for the CPC through the 2011-2012 season.

Michelle Gillespie arrived at 7:25pm, was briefed on the meeting up to that point, and confirmed that she will represent the Planning Board for the CPC through the 2011-

2012 season.

After hearing the SVT budget presentation, Mr. Kellogg asked about the balance in the CPC Admin fund. It was noted that there is \$24,000 in the fund, and Mr. Kellogg questioned the feasibility of allocating \$10,000 from the Admin fund to the SVT. Various committee members cited previous and potential upcoming uses for the fund, including appraisals, environmental tests, and legal fees.

Chairman Campbell voiced his opinion that using admin funds for the "endowment" portion of the SVT budget request would not be an allowable or appropriate use of those funds. He suggested that this monetary request should have been included in the original project presented to Town Meeting; otherwise it would require another CPC article at Town Meeting, which is not practical.

Mr. Kellogg made a motion to use \$3770 from the Admin fund to compensate the SVT for external project costs, fundraising costs, and staff time. Kathleen Polanowicz seconded. Chairman Campbell suggested that it may not be appropriate to compensate "fundraising" costs from the Admin fund.

Mr. Kellogg amended his motion to state that the CPC should allocate \$3645 from the Admin fund to compensate the SVT for the external project costs and staff time. Kathleen Polanowicz seconded; vote unanimous with Peter Martin abstaining.

Susan Crane thanked the committee for its contribution, and left the meeting.

Mass DOR Report – Committee members discussed the recently released Mass DOR report on this year's CPA Trust Fund distributions. It was noted that Northborough raised CPA surcharge revenue in the amount of \$413,349 in FY2011, received a Round 1 distribution of \$110,112, and a 26.6% match.

House Bill H. 765 – Members of the Committee discussed pending legislation, known as House Bill H. 765, which is an Act to Sustain Community Preservation.

Chairman Campbell briefed the Committee on his attendance at the CPA 10th Anniversary ceremony at the Mass. State House on Sept. 27th, and the discussion he had afterward with Stuart Saginor of the Community Preservation Coalition. He noted that Mr. Saginor has asked the Northborough CPC to help to persuade Representative Harold Naughton to become a more "active" supporter for House Bill H. 765. Chairman Campbell asked Ms. Polanowicz if she will contact Rep. Naughton on behalf of the CPC. Mr. Polanowicz agreed to do so.

Meeting Schedule - The Committee agreed to the meeting schedule for the 2011-2012 season as follows:

Nov. 3, 2011
Dec. 8, 2011 (application deadline is noon on Dec. 5th)
Jan. 5, 2012
Jan. 19, 2012
Feb. 2, 2012
Feb. 9, 2012 (if needed to make TM warrant closing)
Mar. 1, 2012

Email: planning@town.northborough.ma.us • Website: www.town.northborough.ma.us

Adjourned 8:30 pm.

Respectfully submitted,

Elaine Rowe
Board Secretary