

MINUTES

September 7, 2010

Members present: Howard Baker-Smith, Chair
Jacquelyn McDonald, Vice Chair
Margaret Latimer
Stuart MacGregor
Chris Markey
Kevin Shea
John Sousa

Members excused: John Costa
Mark Lawton

The meeting was called to order at 6:35 p.m.

Motion:

Ms. McDonald made a motion to approve the minutes of the August 24, 2010 meeting. The motion was seconded and approved by a 6-0 vote. Mr. MacGregor was not present for the vote.

Two invoices for payment were circulated. The first invoice was for reimbursement to Susan Dorschied for the purchase of a tape recorder in the amount of \$45.14. The second invoice was for advertising in the Standard-Times for the public hearing in the amount of \$245.00.

Motion:

Ms. McDonald made a motion to approve payment of the invoice from Susan Dorschied in the amount of \$45.14. The motion was seconded and approved by a 6-0 vote. Mr. MacGregor was not present for the vote.

Motion:

Ms. McDonald made a motion to approve payment of the invoice from the Standard-Times in the amount of \$245.00. The motion was seconded and approved by a 6-0 vote. Mr. MacGregor was not present for the vote.

The two approved invoices were re-circulated for signatures.

Mr. Baker-Smith had sent letters to sponsors of past projects who have grant funds remaining asking them to give a status of their project. The grantees were informed that the CPC wants to recapture their unused funds. The Allens Mills Project was approved in June, 2003 and remains open with a balance of \$40,101.53. Andrew Burnes responded in a letter stating that Allens Mills, Inc. wants to continue work on the project. A loading shed is being built, and a walkway around the site is to be installed. Archaeological sifting must also be done. Allens Mills will be

transferring the organization back to DNRT. Mr. Burnes will be invited to a future meeting to discuss the matter.

Mr. MacGregor joined the meeting at 6:45 p.m.

Deborah Melino-Wender, Director of Development/Grants for the Town of Dartmouth, was present and discussed housing. The CPA Housing Rehab Program is similar to the Community Development Block Grant in that there is an income eligibility requirement. The Block Grant is a loan/grant with a 15-year prorated recapture provision and is available only to specific target areas. The CPA fund is an interest-free loan program and is available town-wide. Ms. Melino-Wender had distributed a status/financial breakdown of the CPA Housing Rehab Program. The breakdown was explained and discussed.

Ms. Melino-Wender spoke about the Schofield property. The property has not been sold and the septic system has not been replaced. Affordable housing outreach will continue. The Dartmouth Pride Equity Program has not begun. Ms. Melino-Wender will be working with Attorney Matthew Thomas on both projects to move them forward.

The Town has designated Ms. Melino-Wender to lead its affordable housing plan in developing the Affordable Housing Trust. The current focus is upgrading the Town's current stock. Ms. McDonald wants to also see more elderly housing. Mr. Markey said the Housing Authority wants to expand on the Anderson Way property, but funding has not been available. The Authority is seeking Federal stimulus funds. Mr. Sousa asked Ms. Melino-Wender to explain, for the benefit of the CPC's newer members, how housing rehab programs work toward increasing the Town's affordable housing stock. She said that existing homes are repaired and brought up to code. Property owners must meet income eligibility guidelines. Mr. Sousa asked if the properties will be forever listed as affordable. Ms. Melino-Wender said no. The property owner will have no selling price limit. Did the Town receive a Block Grant this year? No. The Town will apply again in December.

Mr. Markey gave an update on the Veterans Housing Project. It is expected the deed to the State Road property will be turned over to the Housing Authority in October. Necessary safety system work will be done, and then rehabilitation work will begin. The Authority is seeking Federal funds to help fund the work. They may also seek CPA funds in the future, if needed. Ms. Melino-Wender suggested taking before and after photos to chronicle the progress and success of the project. The costs of any project might include work that can go unnoticed such as a septic system replacement.

Mr. Baker-Smith spoke about the Dartmouth Pride Equity Program. The CPC has been given details about how the program will work, but nothing has taken place. He wants evidence, such as formal paperwork from a bank, that the program is being implemented. The concept is good, but no progress has been shown. Ms. Melino-Wender will contact Attorney Thomas to

discuss the status of the Equity Program. She was invited back to attend the CPC's November meeting.

Mr. Markey left the meeting at 7:14 p.m. due to a previous commitment.

The housing discussion continued. Mr. Sousa said he is disappointed that the Town has not added any new affordable housing units in more than 35 years. Ms. McDonald said that Federal funding is limited. Communities must seek funding aggressively. Mr. Baker-Smith will invite Connie Desbiens, Executive Director of the Housing Authority, to the November meeting.

Mr. Baker-Smith will be attending the September 9 meeting of the Finance Committee to present the two proposals for the fall funding round. The project sponsors will also attend.

The Committee reviewed draft CPC warrant articles for the October Town Meeting. At a previous meeting, the CPC voted to recommend funding \$133,000 for the Russells Mills Library Project. The vote included a funding split of \$33,000 from the FY2011 Community Preservation Fund Annual Revenues and \$100,000 from the Unreserved Fund Balance. The breakdown must be changed due to a mathematical error.

Motion:

Mr. Baker-Smith made a motion to amend the previous vote to reflect that the CPC recommends that the Town appropriate \$34,000 from the FY2011 Community Preservation Fund Annual Revenues and \$99,000 from the Unreserved Fund Balance for the Russells Mills Library Project. The motion was seconded and approved by a 6-0 vote.

The Committee discussed the two CPC articles from the June, 2010 meeting that must be amended due to an accounting error. Those articles are for the Stone Barn Farm and Dartmouth Community Park Projects.

Motion:

Mr. Baker-Smith made a motion that the CPC vote to amend Article 3 of the Spring Annual Town Meeting by striking the amount "\$178,909" which was to be appropriated from the Historic Preservation Reserve and replacing it with the amount "\$68,909" and by striking the amount "\$509,841" which was to be appropriated from the CPA Unreserved Fund Balance and replacing it with the amount "\$619,841." The motion was seconded. A discussion followed.

Mr. Baker-Smith clarified that \$1,000 for legal fees associated with the Stone Barn Farm project is to come from the Unreserved Fund Balance.

Mr. Baker-Smith's motion was put to a vote. The motion was approved by a 6-0 vote.

Motion:

Mr. Baker-Smith made a motion that the CPC recommend that the Town amend Article 6 of the Spring Annual Town Meeting by striking the amount "\$143,000" which was to be appropriated from the Open Space Reserve and replacing it with the amount "\$38,205" and by inserting prior to the words "to the Town of Dartmouth" in the second line of said Article 6 the following: "and \$104,795 from the CPA Unreserved Fund Balance." The motion was seconded and approved by a 6-0 vote.

The CPC is concerned that some Town Meeting members may be confused by the two amendment articles. Some may think they are re-approving the projects. The matter was briefly discussed.

Mr. Baker-Smith distributed copies of excerpts from The Department of Revenue's on-line guidebook relating to the Community Preservation Act. The section "Annual Needs Study" was discussed. In the past the CPC has invited people who are relative to the purposes of the CPA to attend a meeting to offer their feedback and ideas. Their input provides useful information for the framework of the Needs Assessment. The CPC has not had many projects come before it for the purpose of housing. Mr. MacGregor suggested inviting people from other communities who have been involved in housing to attend a meeting to talk about their projects. Mr. Sousa is optimistic that new Town staff and Housing Authority membership will have a positive impact on future affordable housing opportunities. He said that Dartmouth has a greater percentage of affordable housing units than most of its surrounding communities.

Mr. Baker-Smith suggested inviting CPC members from other communities to attend a meeting and speak about the various projects they have funded. Ms. McDonald said there needs to be an awareness of all that the CPA has provided. Mr. Baker-Smith suggested putting together a fact sheet that would include information such as how much money has been appropriated for projects since the Town adopted the CPA in 2003 and what the average annual assessment is for residential property owners. The fact sheet could be put in the newspaper and on the Town's Web site. The on-line submission could contain questions that visitors to the site could answer. Residents' feedback could be helpful when the CPC drafts its Needs Assessment. He asked Committee members to bring suggestions and ideas to the October meeting for discussion.

Mr. Baker-Smith assigned the first Tuesday in October as the date for the next meeting. Ms. McDonald will compile the Town Meeting packet enclosure.

Motion:

Mr. Sousa made a motion to adjourn. The motion was seconded and approved by a 6-0 vote.

The meeting was adjourned at 8:11 p.m.

Respectfully submitted,

Approved,

Susan D. Dorschied
Administrative Clerk

Howard Baker-Smith
Chair