

Community Preservation Committee

September 23, 2015

Attendees: Didi Chadran, John Lee, Beth Williams, Jo Ward, Deb Thomson, Pam Marston, Michelle Catalina, Connie Larrabee

Absent: Park & Rec Representative, Leo Blair

The meeting convened at 7:34 PM.

Minutes were approved.

Current Business:

CPA Database: John Lee reported that he has input the new projects approved at 2015 Town Meeting. Currently working on the cleanup and close out of old projects. Didi will forward attachments received to John for update.

Budget Overview: John presented preliminary figures to be used towards funding of grant requests. Approximately \$238,000 as beginning Unreserved Fund Balance, with estimated \$205,000 FY17 Collections and estimated \$41,000 as FY16 State Reimbursement expected. Without grant requests, \$135,000 FY17 Appropriations, leaving us with approximately \$349,000 for distribution. Michelle Catalina has agreed to be John's backup as treasurer. Discussion was held regarding the MAHT land transaction. Deb will research this.

State Ethics Test: Pam Marsden will have to re-certify. All other members are current.

15th Anniversary Celebration for CPA: This event is being held on October 6th at 10:30 at the Statehouse.

New Business:

Hildreth House Improvement Committee request for guidance: Connie Larrabee provided the CPC with an update on the windows for Hildreth House Project. Windows have been measured and ordered. Due in mid-late October. There were 2 issues that the HHIC requested guidance on:

1. The French door in the upstairs outreach office (northwest corner) is a safety violation because it leads to a small flat roof with no railing or other protection. It must be replaced by a window, which HHIC has included in the project. But that installation will require more work than the other windows will, and HHIC thinks it should be done as part of the upcoming building project, now expected to start in the spring.

So can the cost of that installation be covered by the existing CPC grant or do they have to apply for a new grant? The 2014 Town Meeting warrant article approved funding for replacement windows, including installation. HHIC would probably need an extension of the June 30, 2016 deadline for spending the money.

2. The three windows in the upstairs hall and one or two in the pantry will be replaced as part of the building project as well. Those windows have not been ordered because they don't yet know what the finished plan will look like. They will need an extension for those windows too.

With the wording of the 2014 town meeting article, it was agreed that the existing CPC grant covers the door to window conversion. Also, due to that approved building project being for handicap access, it was agreed that the 3 windows were also covered under the warrant article. Motion was made and approved to extend the sunset date for this project until June 30, 2017.

Fincom request for CPC update at an upcoming meeting: Our review of grant requests will take place on October 14 and 28th. Didi will speak with Fincom that we will be available to update after November 11th.

Semi-Annual Updates from Grantees: Outstanding grantees (COA, Park & Rec) will be contacted to update CPC by December meeting.

Harvard Historical Commission proposal to expand Historic District: Discussion was held regarding Joe Theriault's statements to the COA that the Historical Commission has adopted a policy to endorse historic preservation grants from the Community Preservation Committee only for properties in the historic district. As stated during our May meeting discussion, the CPC should not condition requests for funding on restrictions imposed by other boards or committees. Pam agreed to speak with Joe regarding this statement as the Commission works with CPC in an advisory capacity.

Status Reports: Received from Conservation Commission and COA.

Grant Applications received: Three applications have been received and we have been informed that one is forthcoming.

MAHT – Ongoing Development	10% of CPC budget
ConCom – Conservation Fund	\$200,000.00
ConCom – Invasive Plant Mgmt.	\$23,900.00
HHC – Herb Shed cleanup	Not Yet received

Meeting was adjourned at 9:11 pm.