# MEDWAY COMMUNITY PRESERVATION COMMITTEE

155 Village Street

Medway, Massachusetts 02053

Mark Cerel, Chairman, Citizen-at-Large David Kaeli, Vice Chairman, Citizen-at-Large Missy Dziczek, Parks Commissioners Ken McKay, Conservation Committee Rob Pomponio, Historical Commission Alison Slack, Affordable Housing Committee Robert K. Tucker, Planning Board

Approved: May 3, 2011

Meeting Minutes: March 7, 2011 Medway High School Library

**Call to order:** With a quorum being met, this meeting was called to order by Chairman Cerel at:

**Committee Members present:** Mark Cerel, Chairman David Kaeli, Vice Chairman, Member Ken McKay, Member Rob Pomponio, Member Alison Slack, Member, Robert K. Tucker, Member and Administrative Assistant Shirley Bliss.

**Guests:** Tina Wright, Open Space Committee, Dan Hooper, Thayer Homestead Committee, Frank Rossi, Finance Committee Liaison, citizen Ed Duggan, Audrey Ritter, Historical Society Curator and Affordable Housing Trust Committee Members: Michael Heinemann, Ann Sherry.

#### **New Business:**

#### **Accounts Payable:**

#### Community Preservation Coalition Yearly Dues

After a brief discussion a motion was made and unanimously passed for payment from the Administrative Budget.

Motion: Rob Pomponio Seconded: Dave Kaeli Vote: 5-0-1 (Bob Tucker)

## **Community Newspaper:**

# Legal Ad for Public Hearing

This bill was unanimously passed for payment from the Administrative Budget.

Motion: Dave Kaeli Seconded: Rob Pomponio Vote: 6-0-0

#### John Foresto:

Reimbursement for books purchased to be used for The Thayer Homestead project and then donated to the Medway Library.

This bill was unanimously passed for payment from the Administrative Budget.

Motion: Rob Pomponio Seconded: Dave Kaeli Vote: 6-0-0

#### Approval of Meeting Minutes: February 7, 2011

Approved as amended

## \$105.00

\$89.70

\$2500.00

## Thayer Homestead: Dan Hooper

Mr. Hooper presented an update on the Design for Services RFQ. The Committee received 35 inquires for the project with 11 proposals received and after a study by the Committee 4 companies were interview. The winner of the contract was Davis Square Associates from Somerville. All members involved in the review and interview were very impressed by their commitment to the project, they made several trips to the property on their own, have experience in this type of project, prepared a very comprehensive plan/view of the property, looked at property and its connection to the town, have grant and fundraising experience. The Committee has recommended to the BOS that they start contract discussions with the company. The next step is to set a budget for the project; they hope to have this completed in about 8 weeks

with hopes of having an article ready for the fall Special Town Meeting, so that the design concept can be complete by the Spring of 2011.

A motion was made and unanimously passed to endorse The Thayer Development Committee's recommendation.

Motion: Dave Kaeli Seconded: Alison Slack Vote: 6-0-0

## **Open Space:** Tina Wright

Ms. Wright updated this Committee on the Open Space's accomplishments and future projects. Currently they are focusing on the Charles River and creating access to it for people. This will be in the form of canoe launches with parking. They are working with both the towns of Bellingham and Franklin to create a contiguous area of access. They are also working on signage for town owned property, so that residents know what they own. This signage will be consistent throughout the town. They hope to have a proposal with financial needs sometime during the spring of 2011. They are also working on a brochure as another way for the residents of Medway to know what is open to them. They hope to have this complete this spring. Open Space is also looking at once again restoring the amphitheatre that is located on the Sanford Mill property behind the town hall to its original state. Ms. Wright commented that the committee is working on a proposal to request CPA funds to help with the surveying of the land. Ms. Wright will continue to update the CPC on these projects.

# Affordable Housing Trust Fund: Michael Heinemann – Chairman Trust Board of Directors

Mr. Heinemann presented the updated Affordable Housing Trust plan. The Trust is asking for \$432,965.00 (up from \$205,000 in February, 2011) of the Affordable Housing funds set aside in accordance with the Community Preservation Act. These funds were budgeted as follows:

Hire a Community Housing Specialist	\$ 22,300 – maybe hire on a consultant basis
Legal Expenses	\$ 5,250
Administrative Expenses	\$ 2,500
Retain existing affordable unit's	\$175,000 – reserve fund – should a unit become available
Support private developments	\$125,000 – buy down or builder incentive
Potential land purchases	\$100,000 - non-conforming/Habitat for
	Humanity

The Trust is looking to purchase/acquire/build one affordable housing unit per year. The Trust is looking for these funds to be transferred so that they have funds available should something come up, allowing them to act fast.

Year One's focus is on developing Trust capacity, hiring the Community Housing Specialist, identifying/acquiring town owned land, tax title property as well as non-conforming lots. They also hope to receive the support of the builders in town to provide more affordable housing units. They hope that Community Housing Specialist they hire will prepare a list of current units within the town of Medway; as well as a "buyer ready" list for units that come up for purchase. They have hopes that the first affordable housing lottery will take place sometime in 2012.

# Affordable Housing Trust Fund: Michael Heinemann – Chairman Trust Board of Directors (Continued)

#### **Discussion:**

Chairman Cerel once again voiced his opposition to the large sums of money being asked for; being that there is no project in mind. He does not feel that handing over large sums of money to a new Committee with no plan/project is mind would look good for the CPC. He would rather see the Trust come to the CPC with a project and its estimated cost.

Other Committee Members Concerns:

This plan is better than the first one, likes that there are benchmarks included.

This is a large sum of money, please do not feel that you need to spend it all the first year, please spend wisely or there will no support for future transfers.

Supports plan, but would like to see a commitment to a project.

The large sum of monies being requested with no "project" in the works.

Would like a check and balance system in place.

Upon the completion of the presentation and questions, a request was made to poll the Community Preservation Committee; several members replied that they were not ready to vote and so the vote was carried forward to the April 7, 2011 meeting; where a formal vote for Town Meeting will take place.

#### **Adjournment:**

With no further business before this Committee a motion was made and passed to adjourn at: 10:15pm.