

**MILLIS COMMUNITY PRESERVATION COMMITTEE  
MINUTES  
JANUARY 18, 2018  
Room 229 Veterans Memorial Building, 900 Main St., Millis, MA**

The meeting was called to order at 7:30 p.m. by Mr. Nathan Maltinsky, Chair.

Members present:     Nathan Maltinsky, Chair  
                           John Northgraves, Treasurer  
                           David Baker  
                           Wendy Barry  
                           James McCaffrey  
                           James McKay  
                           Raymond Normandin  
                           Anne Rich

Members absent:     Pamela Rheäume-Mustard

Also present:         Scott Fuzy, 411 Union Street  
                           Marc Prufer, 288 Orchard Street

Mr. Maltinsky welcomed all to the annual televised meeting of the Community Preservation Committee, a committee formed after the passage of the Community Preservation Act adopted at Town Meeting in May 2006. Members introduced themselves. Mr. Maltinsky explained the property tax surcharge, state matching funds, and how the funds are to be used:

- (1) Open Space preservation
- (2) Land for Recreational Use (Outdoor Recreation)
- (3) Creation of Community Housing
- (4) Historic Preservation

The CPC's purpose, Mr. Maltinsky said, is to review all written project proposals on a "case by case" basis and (1) vote to approve or reject projects for submittal to Town Meeting and (2) review the needs of the Town and make recommendation for the use of CPA funds. Mr. Maltinsky encourages any resident and/or organization to submit proposals for the CPC to review.

Mr. John Northgraves, Treasurer, provided an update on the budget and amounts of funding available from each account: Open Space, Historic Resources, Community Housing, Budgeted Reserve, and Undesignated Fund Balance. He stated that the 2017 surcharge raised \$142,195.00. Mr. Northgraves discussed the State match for funding and how it is decreasing each year. (See attached)

Mr. Maltinsky summarized the previously approved projects by the Community Preservation Committee.

Mr. Marc Prufer, on behalf of the Historical Commission, spoke on the Currier & Ives Etchings ("Life of a Fireman" Series) Restoration Project. There were six original lithographs that were restored and reproductions made. The original, framed series set

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was presented and displayed during the meeting. Mr. Pruffer stated that the originals are stored in the library archive room and a set of reproductions hang in the new fire station. The Millis Historical Commission, through their own funding, he said, will have a set on display at Niagara Fire House. Mr. Maltinsky stated they will be framing another reproduction set for public viewing as these “sets are quite an asset for the Town.”

Mr. Maltinsky discussed the most recently approved project which is the Niagara Fire House Records Preservation Project. An appropriation of \$7,000.00 was approved at the November 6, 2017 Town Meeting to preserve log books dating back to 1857 through 1933. There are two books in need of preservation, he said. One book details the department from 1857-1865 and the second book logs activity from 1926-1933. Both books are in need of deacidification and paper stabilization, new bindings, and encapsulation for future preservation, Mr. Maltinsky stated. The originals will be preserved and a copy provided. This project is currently being worked on. Ms. Barry suggested that a grant for an archivist at the library to digitize the records when done be explored.

Mr. McCaffery stated that the playground at Oak Grove Farm “may need some work.” The Oak Grove Farm Commission may be working on a proposal for some CPA funding for the playground.

Mr. Maltinsky stated that the CPC “Project Evaluation Criteria and Application Guidance” document can be obtained from the Department Assistant, Camille Standley. The application can also be downloaded from the Town of Millis website (Community Preservation Committee page).

**Other Business:**

**Community Preservation Coalition Dues**

On a motion made by Mr. Northgraves, seconded by Ms. Barry, it was voted unanimously to approve the payment of \$875.00 from the CPC Expense Account for 2018 Dues.

**Minutes**

On a motion made by Mr. Northgraves, seconded by Mr. Normandin, it was voted unanimously to approve the minutes of September 14, 2017, as written.

**Adjourn**

There being no further discussion and on a motion made by Mr. Maltinsky, seconded by Mr. Northgraves, and voted unanimously, the meeting was adjourned at 8:00 p.m.

Respectfully submitted,

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*Camille Standley, Administrative Assistant*

**COMMUNITY PRESERVATION FUND  
THROUGH 12/31/17**

TOTAL CASH RECEIVED FY 2008	\$101,695.01
TOTAL CASH RECEIVED FY 2009	\$179,671.27
TOTAL CASH RECEIVED FY 2010	\$145,237.14
TOTAL CASH RECEIVED FY 2011	\$138,468.83
TOTAL CASH RECEIVED FY 2012	\$137,684.53
TOTAL CASH RECEIVED FY 2013	\$142,525.75
TOTAL CASH RECEIVED FY 2014	\$178,900.71
TOTAL CASH RECEIVED FY 2015	\$164,736.51
TOTAL CASH RECEIVED FY 2016	\$100,667.25
TOTAL CASH RECEIVED FY 2017	\$93,201.81
TOTAL CASH RECEIVED FY 2018	\$99,966.16
<b>TOTAL LIFE TO DATE</b>	<b>\$1,482,754.97</b>

FY 2018	06/30/17	appropriation	transfer	12/31/17
RESERVED FOR OPEN SPACE	\$31,377.55	\$16,953.00	\$0.00	<b>\$48,330.55</b>
RESERVED FOR HISTORIC RESOURCE	\$32,391.37	\$16,953.00	\$0.00	<b>\$49,344.37</b>
RESERVED FOR COMMUNITY HOUSING	\$55,003.00	\$16,953.00	\$0.00	<b>\$71,956.00</b>
BUDGETED RESERVE	\$0.00	\$80,000.00	\$0.00	<b>\$80,000.00</b>
UNDESIGNATED FUND BALANCE 6/30/17	\$259,733.30			
<b>TOTAL</b>	<b>\$378,505.22</b>	<b>\$130,859.00</b>	<b>\$0.00</b>	<b>\$249,630.92</b>

FY 2018	07/01/17 BUDGETED	EXPENDED	08/31/17 AVAILABLE
<b>OPERATING BUDGET</b>			
SALARY BUDGET	\$4,238.50	\$1,878.75	\$2,359.75
EXPENSE BUDGET	\$4,238.50	\$0.00	\$4,238.50
LONG TERM DEBT PRINCIPAL	\$26,267.00	\$26,267.00	\$0.00
SHORT TERM DEBT PRINCIPAL	\$0.00	\$0.00	\$0.00
LONG TERM DEBT INTEREST	\$13,712.67	\$6,987.67	\$6,725.00
SHORT TERM DEBT INTEREST	\$0.00	\$0.00	\$0.00
	<b>SUB-TOTAL</b>	<b>\$48,456.67</b>	<b>\$35,133.42</b>
			<b>\$13,323.25</b>
<b>ARTICLES</b>			
CONTINUE REPAIRS ON NIAGARA HALL	\$97,000.00	\$89,401.12	<del>\$7,598.88</del> 6416.88
TOWN PLAYGROUND PROJECT	\$5,404.50	\$0.00	\$5,404.50
HOUSING PRODUCTION	\$7,500.00	\$0.00	\$7,500.00
NIAGARA HALL RECORD PRESERVATION	\$7,000.00	\$0.00	\$7,000.00
	<b>SUB-TOTAL</b>	<b>\$116,904.50</b>	<b>\$27,503.38</b>
<b>TOTAL OPERATING BUDGET &amp; ARTICLES</b>	<b>\$165,361.17</b>	<b>\$124,534.54</b>	<b>\$40,826.63</b>



Analysis of CPA "Match" for Millis  
Since Start of Millis' CPC Program

Printed on 11/16/2017

November 15, 2017 CPA Trust Fund Distribution						
YEAR of Distrib.	Municipality	FY 2016 Net Surcharge Raised	Round 1 Distribution	November 15th 2016 Final CPA Distribution	Final Percentage Reimbursement	Calc'd Per Cent
Nov. 2017	MILLIS	\$ 142,195	\$ 24,461	\$ 24,461	17.2%	17.2%
Nov. 2016	MILLIS	\$ 131,324	\$ 27,022	\$ 27,022	20.6%	20.6%
Nov. 2015	MILLIS	\$ 125,842	\$ 37,313	\$ 37,313	29.7%	29.7%
Nov. 2014	MILLIS	\$ 118,831	\$ 37,365	\$ 37,365	31.4%	31.4%
Nov. 2013	MILLIS	\$ 113,079	\$ 59,050	\$ 59,050	52.2%	52.2%
Nov. 2012	MILLIS	\$ 106,660	\$ 28,617	\$ 28,617	26.8%	26.8%
Nov. 2011	MILLIS	\$ 105,927	\$ 28,219	\$ 28,219	26.6%	26.6%
Nov. 2010	MILLIS	\$ 103,275	\$ 28,091	\$ 28,091	27.2%	27.2%
Nov. 2009	MILLIS	\$ 107,271	\$ 37,341	\$ 37,341	34.8%	34.8%
Nov. 2008	MILLIS	\$ 100,874	\$ 68,211	\$ 68,211	67.6%	67.6%
<b>LIFE of CPA program:</b>		\$1,155,278	\$ 375,690	\$ 375,690		32.5%
<b>FY 2014 to 2017:</b>		\$ 518,192	\$ 126,161	\$ 126,161		24.3%