

**MILLIS COMMUNITY PRESERVATION COMMITTEE
MINUTES
JANUARY 5, 2012
Room 229 Veterans Memorial Building, 900 Main St., Millis, MA**

The meeting was called to order at 7:31 p.m. by Mr. Butensky, Chair.

Members present: Jeffrey Butensky, Chair
 Nathan Maltinsky, Vice Chair
 John Northgraves, Treasurer
 David Baker
 Catherine MacInnes
 Pamela Rheaume-Mustard
 Anne Rich

Members absent: Donald Hendon
 Raymond Normandin

Also present: Jim Smith, 250 Orchard St.
 Matt Mayo, Course Brook Farm, Sherborn

Mr. Butensky 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. Butensky explained the property tax surcharge, state matching funds, and how the funds are to be used:

- (1) Open space preservation
- (2) Creation of recreation opportunities
- (3) Creation of community housing
- (4) Preservation of historic buildings and landscapes

The CPC's purpose, Mr. Butensky 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. Butensky encourages any resident and/or organization to submit proposals for the CPC to review.

Mr. Butensky summarized the projects approved by the Community Preservation Committee and Town Meeting thus far; as well as the projects nearing completion (or completed):

- Niagara Firehouse renovation project for \$60,000.00
- Vital Records Preservation projects for \$11,568.00
- Prospect Hill Cemetery Restoration for \$75,775.00
- Oak Grove Farm House Restoration for \$19,000.00

Mr. Butensky stated that new projects approved were Phase II of Niagara Firehouse for \$120,000.00 and an Environmental Assessment of the Braun Land for \$4,600.00.

**MILLIS COMMUNITY PRESERVATION COMMITTEE
MINUTES
JANUARY 5, 2012
Room 229 Veterans Memorial Building, 900 Main St., Millis, MA**

Mr. Nathan Maltinsky provided a brief update on the Niagara Firehouse project, and what Phase II of the project will entail.

Mr. Northgraves, CPC Treasurer, discussed the Community Preservation accounts. He stated that the percentage of State matching funds has gone down each year – it is now at 27%. The State matched funds as of 12/31/11 are \$160,000.00. The total cash received; from FY2008-2012 is approximately \$647,000.00. Of those funds, he said, \$291,000 has been allocated or spent. Mr. Northgraves discussed the purchase of the Dewey property for \$300,000.00 through a five year bond. He stated that \$60,000.00, plus interest, must be set aside for that bond each year.

Mr. Butensky thanked Ms. Kathy LaPlant for her help with the CPC account information.

Mr. Butensky stated that the CPC typically meets the first Thursday of every month at 7:30 p.m. in Room 206 of the Veterans Memorial Building and all are welcome to attend.

Mr. Butensky stated that the Committee has created the “Project Evaluation Criteria and Application Guidance” document. Residents can obtain copies of this document from the Department Assistant, Camille Standley. The application can also be downloaded from the new Town website.

The televised portion on the meeting ended at 7:50 p.m.

Other Business:

**Dewey Property
5.3 Acre Parcel**

Mr. Maltinsky had presented an invoice from Matt Mayo of Course Brook Farm in the amount of \$1,247.00 at the December meeting for work he performed on the property. The invoice was not approved for payment as the CPC had not been provided an estimate and time to discuss and vote on the work prior to it being done.

Mr. Mayo explained that he was finishing work at Cassidy. He had had a brief conversation with Nate about brush hogging the Dewey property, he said. Rainy weather had been predicted, he said, and Mr. Mayo assumed that where he had the equipment in place, he would just get the work done due to the “quick time window.” Mr. Mayo stated that it was a miscommunication and he had “the wrong impression that you wanted it done.” He stated the work had to be done in order to get the field ready to produce hay. Mr. Mayo stated that once the field produces hay, he will mow it each year free of charge as he will keep the hay. The work performed, he said, was to get the land “back in usable condition.”

**MILLIS COMMUNITY PRESERVATION COMMITTEE
MINUTES
JANUARY 5, 2012
Room 229 Veterans Memorial Building, 900 Main St., Millis, MA**

Mr. Baker stated that since the CPC did not authorize the work, perhaps the invoice could be split or reduced. There was discussion regarding reducing the invoice amount, however, Ms. MacInnes stated that an invoice has been presented and the Committee should act on the full amount.

Mr. Butensky stated that the CPC understands there was a miscommunication, however, in the future; no work can be done unless Mr. Mayo has met with the CPC beforehand for approval. The CPC would also like any proposed work in writing and a letter from the vendor each year with any work/maintenance performed.

On a motion made by Mr. Butensky, seconded by Ms. MacInnes, it was voted unanimously to approve payment of \$1,247.00 for the invoice dated November 16, 2011, to Course Brook Farm. The invoice will be paid from the CPC Expense Budget account.

Minutes

On a motion made by Ms. MacInnes, seconded by Ms. Rich, it was voted unanimously to approve the minutes of December 1, 2011, as written.

Adjourn

There being no further discussion and on a motion made by Mr. Butensky, seconded by Mr. Maltinsky, and voted unanimously, the meeting was adjourned at 8:25 p.m.

Respectfully submitted,

Camille Standley
Department Assistant