



TOWN OF NORTHBOROUGH Community Preservation Committee

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Approved 4/18/16

March 24, 2016
Community Preservation Committee
Meeting Minutes

Members present: John Campbell, Chairman; Kathleen Polanowicz, Norm Corbin, Chris Kellogg, Peter Martin, Michelle Gillespie

Others present: John Coderre, Town Administrator; Kathy Joubert, Town Planner

Meeting began at 6:00pm

John Coderre summarized recent phone call with town counsel regarding use of CPA funds for acquisition of White Cliffs at 167 Main Street:

- Cannot use CPA funds for \$5000 access agreement. Need to seek donations for this cost.
- Carrying costs are allowed to be part of the acquisition costs.
- Reviewed bonding and BANS (bond anticipation notes) process.

Kathleen Polanowicz summarized cost estimates from Albert Rex, MacRostie Historic Advisors:

- \$108,000 carrying costs (heat, electricity etc.) for three years (\$36,000/year)
 - \$435,000 costs associated with post-acquisition of property
 - \$10,000 for National Register nomination
 - \$25,000 assessment of property
 - \$3000 code compliance determination
 - \$15,000 to mothball building
 - \$250,000 for schematic and architectural plans
 - \$25,000 management of process
 - \$5000 prepare construction estimates
 - \$7000 engineering costs
 - \$95,000 contingency costs
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Total \$543,000 for three years

- $\$543,000 + \$1,750,000 \text{ purchase price} + \$20,000 \text{ cost for return of items removed by owner} + \$30,000 (\$5000 \text{ monthly lease} \times 6 \text{ months}) + \$45,000 (\text{insurance estimate for three years}) = \$2,388,000$
- Will have our consultant, Mr. Rex, refine these numbers before town meeting.

Michelle Gillespie made motion, second by Chris Kellogg, to appropriate \$2,400,000 of CPA funds for acquisition and management of property. All in favor.

Norm Corbin reported the Historic District Commission will be purchasing lawn signs for town meeting. Funds have been donated by residents to the Commission for the purchase of the signs. Mr. Corbin will also be attending several meetings of non-profit groups in town to discuss acquisition of the property.

CPC should prepare brochure/hand-out for town meeting outlining acquisition process. Ms. Polanowicz and Mr. Campbell agreed to assist Mr. Corbin with brochure.

Meeting was adjourned at 8:00pm.

Submitted by Kathy Joubert, Town Planner