

APPROVED 1.29.15

TOWN OF WENHAM

Community Preservation Committee  
Meeting of Monday, November 3, 2014  
Town Hall, 138 Main Street

Pursuant to the Open Meeting Law, M.G.L. Chapter 30 A, §§ 18-25, written notice posted by the Town Clerk delivered to all Committee members, a meeting of the Community Preservation Committee (CPC) was held on NOVEMBER 3, 2014 at 7 PM in the second floor meeting room.

With a quorum present, Chairman Davis called the meeting to order at 7:05 PM  
Committee Present: At-Large Members: Harriet Davis, Chair; Patrick Waddell, Clerk; Tom Starr;  
Town Representatives: Arthur Burt, Wenham Housing Authority; Leo Maestranzi, Conservation Commission;  
Virginia Rogers, Planning Board; Barbara Locke, Historic District Commission  
Not Present: Dennis Curran, Joint Recreation Department; Kennon Anderson, Member At-large  
Also present: Catherine Tinsley, Minutes Secretary

Public Information:

Agenda

Minutes –September 17, 2014; October 23, 2014; October 29, 2014

Minutes

- *Mr. Maestranzi moved, and it was seconded, to approve the **September 17, 2013** minutes. The motion carried unanimously.*
- *Mr. Maestranzi moved, and it was seconded, to approve the **October 23, 2013** minutes. The motion carried unanimously.*
- *Mr. Maestranzi moved, and it was seconded, to approve the **October 29, 2013** minutes. The motion carried unanimously.*

Mr. Waddell will inquire about the posting of minutes on the Town's web page.

Discuss Informational Hearing of October 29, 2014

Ms. Rogers clarified and expounded on the money generated for affordable housing by the Planning Board, as mentioned by the Chairman (D. Geikie) during the October 29, 2014 CPC public hearing.

She explained that money has been given by developers to the Town towards affordable housing in lieu of building affordable housing units within a development, e.g. the Boulders. In referencing the Boulders, Ms. Rogers thought about \$750,000 was originally given to the town; this money was transferred into the Affordable Housing Trust by a vote of Town Meeting. Some of this money was used in the preliminary stages of a potential affordable housing project off Route 97 that ultimately did not come to fruition.

A lengthy discussion ensued regarding the responsibilities of the CPC, and the process to bring a recommendation to Town Meeting.

Included in this discussion was the CPC's responsibility to allocate funds within the three categories: Open Space, Community Housing, and Historic Resources. The Committee talked about potential projects in the town, how best to allocate funds, and how the funds could be used in regards to bonding large projects. It was noted that the bonding of projects should be well thought out and combined when possible. The importance of increasing affordable housing and securing open space was part of this discussion.

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Discuss and Adopt Application Process

The Chair asked the members that previously served on the CPC to opine on the ease of the application form. After a general discussion, it was agreed to use the same form with minor revisions:

1. To include the "Determining Project Eligibility" chart from the September 23, 2014 presentation by Stuart Saginor, Executive Director of the Community Preservation Coalition
2. The applicant(s) would identify community support
3. Include a list of previous projects

It was noted that the State's web site has information of approved CPA projects for each town and the funding amount; a link to this information can be included on the CPC's web page.

The application form / process will be posted on the Town's web site. Mr. Waddell will confirm this is done through Town Hall.

The Committee discussed the timeline up to Town Meeting (April 11, 2015) and it was the consensus of the Committee that:

1. Applications must be submitted to the Town Administrator's office by the close of Town Hall (1 PM) on Friday, January 9, 2014 and distributed to the CPC
2. The Committee would hear presentations by the applicants on January 15, 2015 and January 29, 2015.
3. Additional meetings would be scheduled as needed
4. Mr. Waddell, as Clerk, will issue a press release regarding the timeline and application process in both November 2014 (immediately) and late December 2014
5. The Chairman will announce this information at the BOS meetings.

Adjournment

The Committee unanimously adjourned at 8:52 PM

Respectfully submitted by

Catherine Tinsley  
11.4.14