

COMMUNITY PRESERVATION COMMITTEE

APRIL 26, 2018

Members Present: Chair Russell Robbins; Vice-Chair Sandy Cuny; Financial officer Eileen Miskell; Clerk Holly Wilson; Paul Glynn; Steve Patton; John Druley; Robert Brown.

Also Present: Carole Sutherland; Sharon Gay; Selectman Sam Patterson

Documents for review and discussion:

1. Falmouth Community Preservation Five-Year Plan
2. Falmouth Affordable Housing Fund Activity
3. Falmouth CPC Quarterly Project Status Report - Housing Coordinator
4. Vote Draft April 12, 2018 Minutes

Chair Russell Robbins opened the meeting at 7:00 PM in the School Administration Building.

PUBLIC COMMENT: None

FALMOUTH AFFORDABLE HOUSING FUND:

Members reviewed the Fund activity, which showed a balance of \$1,258,483.

Holly Wilson stated several groups are interested in accessing the fund, but the application cycle and the timing for applying is difficult.

Carole Sutherland advised the committee has received two letters of intent. Russell Robbins stated one of the developers has received an approval letter from DHCD and the full application is due in May.

Sharon Gay gave a summary of what is available in the Housing Reserve Fund including the mandatory 10% from the FY19 Reserves. She said there is some money in the Undesignated Reserve Fund, but advised that the committee agreed to apply \$575,000 yearly toward the Land Bank debt and an additional \$400,000 needs to be added. A \$400,000 reimbursement from the Kelly project will be available in July for next November. Sharon reported on a meeting held earlier to update the new Housing Coordinator, Carla Feroni.

If the Board of Selectmen, who acts as the Trustees, is thinking of adding to the Fund, Articles for November Town Meeting need to be submitted by September.

Eileen Miskell felt the Financial Director, Jennifer Petit might want to review the various funding possibilities.

Holly Wilson advised the Working Group is meeting next week. They have compiled a list of applicants.

John Druley felt two members from the CPC should be part of the Working Group. Chair Russell Robbins asked John Druley if he would accept membership on the Working Group and he replied he would.

REVIEW OF CP PLAN:

Community Housing:

Holly Wilson advised the Affordable Housing Committee did not have a quorum at their last meeting. She was unable to discuss the Community Housing Section of the CP Plan. There were no changes from the members.

Historic Preservation:

Following review of the Historic Preservation Section, members had no changes or comments.

Regarding the 5-Year Plan, Carole asked members to review the existing Falmouth Community Preservation Five-Year Program and be prepared on May 10th to offer their input, comments or changes, including comments submitted at the Annual Needs Assessment Meeting in March.

SUBCOMMITTEE REPORT:

The CH subcommittee Minutes for April 5th were submitted for approval.

CHAIRMAN'S REPORT:

Chair Russell Robbins advised members he has met with Historical Commission member, Nicole Goldman and the possibility of her joining the CP committee as the representative from the Historical Commission.

He asked members to consider changing the scheduling of committee meetings following discussion, January through May, the committee will meet once per month at 7:00 PM.

June, July and August, there will be one meeting per month, or as needed, at 7:00 PM.

September, October, and November the committee will meet twice a month on the second and 4th Thursdays at 7:00 PM. The September meetings will start at 7:00 PM and the October and November meetings will start at 6:00 PM.

ADMINISTRATIVE/CONSULTANT REPORT:

Carole Sutherland reported the following:

- CPC staff will hold an application workshop on Thursday, May 17th in the Civil Defense Room and notice will be published in the Enterprise and social media.
- Project LOA's are in circulation.
- A Project Amendment Request was received. The project is the Inventory of Historic Resources Phase 1. Because of the delay in contract execution, Historic Consultant, Eric Dray, is seeking a six month extension from March 31st to September 31st. to complete the Form B's.

On the motion of Holly Wilson/Sandy Cuny, the committee **VOTED:** to approve the project amendment.

FINANCIAL REPORT:

Financial Officer, Eileen Miskell, reported the following bills were approved for payment:

- Sharon Gay - Consultant Contract
- Nobska Light
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REVIEW AND APPROVE MINUTES: April 12

On the motion of Steve Patton/ Robert Brown, the Committee **VOTED:** to approve the April 12, 2018 minutes.

On the motion of Paul Glynn/John Druley, the committee **VOTED:** to approve the Community Housing Subcommittee Minutes of April 5, 2018.

ITEMS FOR FUTURE AGENDAS:

- Update on Preliminary Quarterly Report on Projects.

- The committee has received an application under the Recreation Category for \$245,200 from the Conservation Commission and 300 Committee under the “time sensitive” process. The project is for the Coonamessett Greenway Heritage Trail Project Swifts Crossing. Carole will send out the application for consideration on the May 10th agenda.

ADJOURN:

On the motion of Steve Patton/Paul Glynn, the committee **VOTED:** to adjourn.

There being no further business to transact, the Committee adjourned at 8:30 PM to meet again on **THURSDAY, MAY 10, 2018 AT 7:00 PM IN THE SCHOOL ADMINISTRATION BUILDING.**

Submitted by: Mary J. Little, Recording Secretary