

Community Preservation Committee Meeting MINUTES
Thursday, August 9, 2018
School Administration Building – 7:00 p.m.

Members Present: Chair Russell Robbins, Vice Chair Sandy Cuny; Clerk Holly Wilson; John Druley; Nicole Goldman; Steve Patton; Paul Glynn

Not present: Bob Brown

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

Documents for review and Discussion:

- Agenda
- Potential Articles for November town meeting
- Fiscal year 2018 Year End Project Financial Report.
- Expense Account Balance report
- CPC General Administration Expenditures
- Fiscal year 2018 CPC General Administration Budget-End of Year Report
- CP Fund Reconciliation Admin Expenses
- Public Relations Strategies
- CPA Funding for Community Housing
- Project Amendment Request
- Open Projects
- Funds Available for Project Appropriations
- Project Funding Requests for April 2019 town meeting.
- Summary of CP Funding Applications Received
- Draft Minutes

Chair Russell Robbins opened the meeting at 7:01 PM

PUBLIC COMMENT : None

ARTICLES FOR 2018 NOVEMBER TOWN MEETING: Sharon read drafts of 3 potential town meeting articles. She noted that the warrant closes on 8/31 and a vote today would act as a place holder. **Sandy Cuny moved to accept the drafts of the 3 articles. Steve Patton seconded. All in favor; motion passed.**

ADMINISTRATION BUDGET AND EXPENDITURES SUMMARY REPORT: Sharon reviewed the fiscal year end project financial report which detailed projects open, those closed out and funds returned. A total of \$223,790.38 has been returned.

Sharon reviewed the CPC general administration expenditures for fiscal year 2016-2018.

Sandy Cuny asked what percentage the administrative budget was of the total. Sharon will do the calculations.

IDEAS FOR PROMOTING CPA IN FALMOUTH:

Ideas included large signs or banners for projects under construction (with language designed so that they may be reused on other projects), promotion on social media (within open meeting law constraints), listing of projects during the 2 minutes allowed for public comment during the Board of Selectmen meetings, project review at town meeting.

HOUSING FUNDING : Carole recorded comments made during the 7/12 meeting about how to fund community housing, synthesizing them. The committee agreed to keep this as a working document sending any comments or additions to Carole.

PROJECT AMENDMENT REQUESTS:

Highfield Hall Ballroom/Foyer Hardwood Floor Installation: Carole explained the Highfield requested that the completion date be changed from 12/31/18 to 3/31/19 to accommodate a previously scheduled event. **Holly Wilson moved to allow. Steve Patton seconded. All in favor; motion passed.**

Bike Racks – 2015: Carole reported that the Bikeways Committee requested permission to install more racks as there were funds left over from the previous round of installations. **Paul Glynn moved to allow. Holly Wilson seconded. All in favor; motion passed.**

QUARTERLY REPORTS – Liaisons

Nicole Goldman reported that Eric Dray is finishing the Form Bs. The HC is already using the Form Bs and the List of Significant Buildings especially in their work with the Demolition Delay Bylaw.

PROJECT LIAISONS ASSIGNMENTS:

Nicole Goldman will take Highfield.

Holly Wilson will take Habitat.

There was a suggestion that liaisons present in an ongoing and informal manner. For example, Carole could ask for one or two volunteers to present at the next meeting; or, reports could be given when applicants seek funding.

CHAIRMAN'S REPORT: Russell Robbins will meet with Ed Haddad.

ADMIN/CONSULTANT REPORT:

- Sharon reported that 12 applications have been received. She reviewed these and funds available for project appropriations explaining that this was an estimate. Jennifer Petit will come in September to review available funds further. If every request is funded, there would be a shortfall.
- Sharon and Carol will do eligibility reviews to ascertain which projects meet basic standards and statutes. Russell Robbins will assist with this as well as Holly Wilson and Paul Glynn.
- Carole reported that Carla Feroni proposed reporting 2 times per year instead of quarterly. Peter Johnson-Staub agreed to this. The committee agreed as well. Ms. Feroni's next report will be on 10/20.
- The Shore Street deed restriction is on all three units.

REVIEW AND APPROVE MINUTES: July 12, 2018: **Steve Patton moved to accept. Holly Wilson seconded. All in favor; motion passed.**

ITEMS FOR FUTURE MEETING AGENDAS: Access at the Haddad Parcel, Funding mechanisms for community housing

At 9:01 Holly Wilson moved to adjourn. John Druley seconded.

