

Community Preservation Committee

Joseph Greeley, Chairman
John Hall, Vice Chairman
Cheryl Doyle, Recording Secretary
Helen Abdallah Donohue
Debbie Holmwood
Peter McFarland
Anne White Scoble
John Aprea



Director of Community Planning and Economic Development

Paul Halkiotis, AICP

Assistant Planner

Patrick Deschenes

Community Preservation Committee Meeting

12/12/2018

5:30 P.M. - 7:30 P.M.

Room 24

Norwood Town Hall

PRESENT:

John Aprea
Cheryl Doyle
Joe Greeley
John Hall
Debbie Holmwood
Peter McFarland
Anne White Scoble

Also Present:

Patrick Deschenes, Assistant Town Planner
Paul Halkiotis, Town Planner

ABSENT:

Helen Abdallah Donohue

Approval of Minutes 11/14/18

MOTION to accept minutes by Mr. McFarland with corrections to date, seconded by Mr. Hall.

All in favor.

Time Capsule Discovery

Mr. Deschenes discussed the recent discovery of a time capsule in the walls of Saint Gabriel's Chapel and whether or not the Committee felt restoring the damaged goods inside would be a good CPA project.

Ms. Holmwood was unsure if it would be worth the investment due to the price and quality of the material found.

Mr. Hall asked what prices for something like this would be. Mr. Halkiotis explained the procedure and the need to have it be evaluated first by an expert in restoration.

Mr. Hall suggested checking with the library and historical society to see if they have copies of any of the materials found.

Mr. Greeley stated that this is a good example of a policy issue to see how the group feels about accepting applications after the deadline for special circumstances.

Mr. McFarland stated that it depends on the situation and that the Committee's rules were made to accept exceptions.

Mr. Greeley suggested that the issue be tabled until more was learned.

Overview of Applications

Mr. Deschenes and Mr. Halkiotis both gave an explanation of what was received and how to proceed going forward.

Mr. Greeley stated that the Committee needs to figure out what it should look to accomplish tonight, such as laying the groundwork and doing the initial determination of if the applications are eligible.

Ms. Doyle stated that the Conservation Commission does not approve of any of the Trails projects as they lack the funding to maintain them and the applicant has not sought Commission's approval yet.

Mr. McFarland asked about cost overruns and what the procedure should be if a project gets out bid after receiving CPA funding.

Mr. Halkiotis stated that each project's funding request should include contingency funds such as 20% for historic and 10-15% on all other projects. This would be to take care of Mr. McFarland's concerns.

Mr. Hall agreed with this and stated that the Committee should go back to all applicants and have them be aware of contingencies. Mr. Hall also stated that he would like all applicants to give more detail on the benefits of their project.

Mr. Greeley stated that a letter will be sent to all applicants addressing the timetable and to be aware that further information will be requested.

Mr. Hall stated that the more time applicants have to review questions asked of them then the quicker the process can be.

Mr. Hall asked about the options involved with land purchases and the proposed appraisal of the Saint Lot. Mr. Halkiotis responded to the question.

Monthly Financial Review

Mr. Halkiotis stated that the appraisal of the Saint Lot would cost \$5,500.00 and they would look into splitting the cost with the seller.

The Committee discussed the various options going forward.

Mr. Hall thinks that the appraisal should come from either the seller or the applicant.

Mr. Halkiotis argues the purpose of the CPA and the fact that land appraisals are included under the Committee's administrative budget.

MOTION to authorize up to \$5,500.00 for appraisal of the Saint Lot by Mr. McFarland, seconded by Ms. Doyle.

6 in favor, 1 abstain.

Mr. Aprea and Mr. Greeley discussed the recent PBCC meeting.

Mr. Greeley stated that the \$400,000.00 needs to be put back into the proper CPA account and presented the letter from bond council stating this to be the case.

CPC Business

Mr. Greeley presented the proposed meeting schedule with 2 meetings be month. The second meeting was going to be on a case by case basis as not every month may need two meetings, but there was a high probability of needed two meetings in order to be ready for Town Meeting.

MOTION to accept the meeting schedule by Mr. McFarland, seconded by Mr. Greeley.

All in favor.

The Committee discussed the need to fill the Historical Commission representative position

Application Review Going Forward

The Committee discussed how to divide up the projects for meetings as well as possible conflict of interest issues with some of the CPC members being associated with some of the project.

Mr. Greeley stated that the Committee should review the applications on their own time and send any questions over to Mr. Deschenes to compile and redistribute to the whole group to review.

MOTION to get any project questions to Mr. Deschenes by 12/21 by Mr. McFarland, seconded by Ms. Holmwood.

All in favor.

Mr. Deschenes stated that he would post all materials to the Committee's QNAP folder.

MOTION to adjourn the meeting by Mr. Hall, seconded by Mr. McFarland

All in favor.

Respectfully Submitted:
Patrick Deschenes, Assistant Town Planner