

COMMUNITY PRESERVATION COMMITTEE MEETING MINUTES
August 23, 2018

A regular meeting of the Community Preservation Committee was held on Thursday, August 23, 2018 at 7:00 p.m. in Town Hall, room 210.

Present: Doug Meagher, Chairman, Jim O'Donnell, Vice Chairman, Richard Scanlon, Secretary, Mary Leach, Member, Marlies Henderson, Member, Tom Conway, Member, Travis Brown, Member, and Joe Fiumara, Member.

Absent: Matt Battcock, Member.

CALL TO ORDER:

Chairman Doug Meagher called the meeting to order at 7:00 p.m. and stated the meeting would be audio recorded.

PUBLIC COMMENT:

No one came forward

CPC COORDINATOR INTRODUCTION/WELCOME:

Rob Anderson, Community Development Director, updated the committee – An offer was made and accepted for the position. Katie Mahoney will be starting September 10, 2018. Katie is here tonight to meet the committee. She is looking forward to working with the committee.

REVIEW OF FUNDING APPLICATIONS:

Peggy Hannon Rizza Complex – Clancy Main, Management Analyst for the Billerica Town Managers Office, made his presentation asking for \$433,200. The funds would be used for design.

Clancy gave his presentation to the committee. Doug went around the table asking each committee member if they had any comments, questions or concerns. There was a lengthy discussion between the committee, John Bartlett, Recreation Committee Chairman, David Grubb, Recreation Department Director, Clancy Main and Rob Anderson. There are some issues and the committee is hoping they can be worked out prior to the public hearing.

Disc Golf Course – David Grubb, Recreation Department Director, made his presentation asking for \$19,950 for design and installation of a disc golf course.

David gave his presentation to the committee. Doug went around the table asking each committee member if they had any comments, questions or concerns. There were some comments and a couple of recommendations made.

DISCUSS SEPTEMBER 6 PUBLIC HEARING:

Doug is preparing a brief presentation and will run through a summary of each project. The committee can all fill in if there are questions, plus all the applicants will also be there to answer questions. The legal notice will be running in the Lowell Sun from August 25 to September 1, 2018. The cost for running the notice is \$196.88

NAME PLATES:

Since there are more and more people attending the CPC meetings, it might be nice to have name plates. Put a name to the face for the public audience.

Jim O'Donnell, seconded by Rich Scanlon made motion to allocate \$264 to purchase name plates.

It was voted:

7 – In favor
0 – Opposed

FISCAL UPDATES:

In the committee's packet, there is a copy of the CP1 Report – Community Preservation Surcharge Report – Fiscal Year 2018. The report shows a Total Net Surcharged Raised and Other Appropriated Revenue of \$917,726.48. This is Town Meeting and FY2018 approved based on the first year estimate. This is the figure the state will be using for this November's match. Doug also went over the Organization Budget Report from the Town Accountants Office. The committee went over the figures.

REVIEW AND VOTE REVISED DRAFT OPERATING PROCEDURES:

Mary made the changes that were agreed upon at the last meeting.

Travis Brown, seconded by Rich Scanlon made a motion to approve the Operating Procedures

It was voted:

7 – In favor
0 – Opposed

MINUTES:

There was a discussion for a couple of changes to the August 9, 2018 minutes. There will be no vote on the August 9 minutes until next meeting.

MISCELLANEOUS/CORRESPONDENCE – NOT OPEN FOR DISCUSSION:

Tom Conway had a question regarding on the funding and once Town Meeting votes, is there a timeline as to when the funds are available? Is there a wait time of 30 days? Rich Scanlon explained that there are funds available right now to fund the approved projects.

Doug explained that the committee would need to draw up grant agreements. Doug has reached out to Town Counsel and they are aware the CPC will need their help to draw up grant agreements. Also he asked them to suggest conditions.

Tom also let the committee know that he filed a disclosure form with the Town Managers Office because one of his brothers is on the Housing Authority Board.

Marlies had a question about the \$917,726.48. Does it get broken down, because the committee needs to mention the sources? The Town Accountant should have a breakdown.

ADJOURNMENT:

Tom Conway, seconded by Rich Scanlon made motion to adjourn.

It was voted:

7 – In favor
0 – Opposed

Chairman Doug Meagher adjourned the meeting at 8:45 pm.

Joyce MacMillan
Recording Secretary