

CITIZENS FOR COMMUNITY PRESERVATION

A PROJECT OF THE CONSERVATION CAMPAIGN

10 Milk Street • Suite 810 • Boston, MA 02108

October 26, 2016

Ms. Shirley Schult
Billerica Town Clerk
Billerica Town Hall
365 Boston Road
Office #101
Billerica, MA 01821

RECEIVED
2016 OCT 31 PM 4:59
TOWN CLERK
BILLERICA

Dear Ms. Schult:

I am submitting the following two documents, along with a cover letter addressed to the Citizens of the Town of Billerica, to be filed with your office and available to the public pursuant to Massachusetts campaign finance law and regulations:

- 1) Form CPF BQ: Statement of Organization Ballot Question Committee
- 2) Form CPF M 102: Campaign Finance Report Municipal Form

Please note that the central repository for annual reports (both past and future) of Citizens for Community Preservation, a project of The Conservation Campaign, is the state Office of Campaign and Political Finance (OCPF), and such reports can be viewed on OCPF's website or may be obtained from OCPF.

If you have any questions, please feel free to call me at 617-371-0541.

Sincerely,



Stuart Saginor
Treasurer

CITIZENS FOR COMMUNITY PRESERVATION

A PROJECT OF THE CONSERVATION CAMPAIGN

10 Milk Street • Suite 810 • Boston, MA 02108

October 26, 2016

To the Citizens of Billerica:

Citizens for Community Preservation was formed by a coalition of concerned housing, historic preservation, and open space advocates to respond to requests for assistance in adopting the Community Preservation Act (CPA) from campaign committees and individuals in various Massachusetts communities. We have been helping concerned citizens and community groups with advice, financial and in-kind assistance, and through public education presentations.

Attached, you will find a copy of our statewide Campaign Finance Report, which details our expenditures on behalf of the CPA across the state, as required by Massachusetts law.

Listed below are the total contributions from Citizens for Community Preservation to assist in the adoption of the CPA in Billerica:

In-kind donations: \$67.95 in the form of staff time, overhead, and expenses.

Sincerely,



Stuart Saginor
Treasurer



AMENDED

Form CPF 101 BQ: STATEMENT OF ORGANIZATION
BALLOT QUESTION COMMITTEE

Commonwealth of
Massachusetts

Office of Campaign and Political Finance

Office of Campaign and Political Finance

One Ashburton Place

CPF ID #: _____

Boston, MA 02108

(617) 727-8352

Please print or type all information, except signatures.

NOTICE IS HEREBY GIVEN, in accordance with the provisions of M.G.L. Chapter 55, of the organization of a ballot question committee as follows:

1. Name: Citizens for Community Preservation - A Project of The
(See note 1) Conservation Campaign
2. Mailing Address: 10 Milk Street, Suite 810
Boston, MA 02108
3. Purpose / Specific issues and interests (See note 2) To encourage adoption and retention of the Community Preservation Act in Massachusetts municipalities. Interests: open space
4. Topic of question: preservation, historic preservation, affordable housing, and outdoor recreation.
Question number, if known: _____
The Community Preservation Act.
5. Committee is formed to (check one): support adoption / oppose the question.
revocation of the Community Preservation Act.
6. Officers:

	<u>Name</u>	<u>Residential Address</u>	<u>City/State/ZIP</u>	<u>Tel. No.</u>
Chairman:	<u>D. Ernest Cook</u>	<u>4 Euston Street, #3,</u>	<u>Brookline, MA 02446</u>	<u>617-232-4609</u>
Treasurer:	<u>Katherine Roth</u>	<u>54 Huntington Avenue,</u>	<u>Sharon, MA 02067</u>	<u>781-784-9763</u>
Other Officer:	_____			

Attach additional page, if necessary, with other officers and finance committee, if any.

The chairman and treasurer of a political committee should be aware that provisions of M.G.L. c. 55 specify that each treasurer of a political committee shall keep and preserve detailed accounts, vouchers and receipts for a period of six years from the date of the relevant election. Chapter 55 also specifies that no expenditures shall be made for, or on behalf of, a political committee without the authorization of the chairman or treasurer, or their designated agents; and, that all the funds of a political committee shall be kept separate from any personal funds of any officers, members or associates of such committee.

SIGNED UNDER THE PENALTIES OF PERJURY:

I hereby accept the office of Chairman of the above-named committee:

Ernest Cook
Chairman's signature

4/19/12
Date

I hereby accept the office of treasurer of the above-named committee. I understand that I am subject to certain duties and liabilities under M.G.L. c. 55, including the timely filing of campaign finance reports. I am aware that an appointed public employee may not serve as treasurer of a ballot question committee.

Katherine Roth
Treasurer's signature

April 19, 2012
Date



Commonwealth
of Massachusetts

**Form CPF T101: CHANGE OF TREASURER;
ACCEPTANCE OF OFFICE BY TREASURER**
Office of Campaign and Political Finance

CPF ID #: _____

File with: Director
Office of Campaign and Political Finance
One Ashburton Place, Room 411
Boston, MA 02108

(617) 979-8300
(800) 462-OCPF
ocpf@cpf.state.ma.us
http://www.mass.gov/ocpf

1. Committee Name: Citizens for Community Preservation - A Project of The Conservation Campaign

2. New Treasurer*: Stuart Saginor
*A public employee may not serve as treasurer of any political committee (see below).

2a. Treasurer's Address: 10 Milk Street, Suite 810

City/State/Zip: Boston MA 02108 Phone #: 6173678998

Email Address: stuart.saginor@comunitypreservation.org

3. Committee Mailing Address: 10 Milk Street, Suite 810

City/State/Zip: Boston MA 02108 Phone #: 6173678998

I hereby accept the office of Treasurer of the above-named committee. I affirm that I am not a public employee as defined by M.G.L. c. 55, s. 13. I understand that: 1) I am subject to certain duties and liabilities under M.G.L. c. 55, including the timely filing of campaign finance reports and keeping detailed accounts and records of all campaign finance activity for a period of six years from the date of the relevant election; 2) if after my acceptance of this office I become an appointed public employee, I must resign and notify OCPF of my resignations; and 3) a candidate or elected official may not serve as the treasurer of a political action committee except as authorized by M.G.L. c. 55, s. 5A nor for the political committee organized on his/her behalf.

SIGNED UNDER THE PENALTIES OF PERJURY:

Stuart Saginor
Treasurer's signature

Date: 10-3-16

FOR CANDIDATE COMMITTEES ONLY

I hereby consent to the appointment of the new treasurer of this committee.

SIGNED UNDER THE PENALTIES OF PERJURY:

Candidate's signature

Date: _____

DEFINITION OF A PUBLIC EMPLOYEE

M.G.L. Chapter 55, Section 13 states that a person who is employed for compensation by the Commonwealth or any county, city or town (other than an elected official) may not directly or indirectly solicit or receive political contributions. Such persons may not serve as treasurers of any political committee. If you are unsure of your status, please contact OCPF for further guidance.

SELECTED EXTRACTS FROM M.G.L.C. 55

Section 3 requires the director to:

"assess a civil penalty for any [late filed] report ... of twenty-five dollars (\$25) per day ... [up to \$5,000 per report]. In the case of failure to file by a candidate or a candidate's committee, the civil penalty shall be assessed against the candidate; and in all other instances, the civil penalty shall be assessed against the treasurer of a political committee ..."

Section 5 outlines statements of organization of political committees:

... Any change in information previously submitted in a statement of organization shall be reported to the director, or if organized for the purpose of a city or town election only, to the city or town clerk, within ten days following the change.

Each political committee shall have a treasurer who shall qualify for his office by filing a written acceptance thereof with the director, or if organized for the purpose of a city or town election only, with the city or town clerk. Said treasurer shall remain subject to all the duties and liabilities imposed by this chapter until his written resignation of the office is received or his successor's written acceptance is filed as aforesaid. No person acting under the authority of, or on behalf of, any political committee shall receive any money or anything of value, or expend or disburse the same, or incur expenses while it has no treasurer qualified as aforesaid, or while the name and address of any of its officers or members, as originally or subsequently chosen, is not filed in accordance with the provisions of this section or chapter 52, as the case may be.

Each treasurer of a political committee shall keep and preserve detailed accounts, vouchers and receipts as prescribed for a candidate by the provisions of section two. Each treasurer of a political committee shall keep said records for a period of six years following the date of the relevant election ...

No expenditure shall be made for, or on behalf of, a political committee without the authorization of the chairman or treasurer, or their designated agents ...



Commonwealth of Massachusetts

Form CPF M 102: Campaign Finance Report

Municipal Form

Office of Campaign and Political Finance

2016 OCT 31 PM 4:59

TOWN CLERK
MILLERICA

File with: City or Town Clerk or Election Commission

Fill in Reporting Period dates: Beginning Date: Jan 1, 2016 Ending Date: Oct 21, 2016

Type of Report: (Check one)
 8th day preceding preliminary
 8th day preceding election
 30 day after election
 year-end report
 dissolution

Candidate Full Name (if applicable): _____
Office Sought and District: _____
Residential Address: _____
E-mail: _____
Phone # (optional): _____

Citizens for Community Preservation - A project of the Conservation Campaign
Committee Name: _____
Stuart Saginor
Name of Committee Treasurer: _____
10 Milk Street, Suite 810, Boston, MA 02108
Committee Mailing Address: _____
E-mail: stuart.saginor@communitypreservation.org
Phone # (optional): 617-367-8998

SUMMARY BALANCE INFORMATION:

Line 1: Ending Balance from previous report	\$ 655
Line 2: Total receipts this period (page 3, line 11)	\$ 1,500
Line 3: Subtotal (line 1 plus line 2)	\$ 2,155
Line 4: Total expenditures this period (page 5, line 14)	\$ 2,000
Line 5: Ending Balance (line 3 minus line 4)	\$ 155
Line 6: Total in-kind contributions this period (page 6)	\$ 13,418.88
Line 7: Total (all) outstanding liabilities (page 7)	\$ 0
Line 8: Name of bank(s) used:	Eastern Bank

Affidavit of Committee Treasurer:
I certify that I have examined this report including attached schedules and it is, to the best of my knowledge and belief, a true and complete statement of all campaign finance activity, including all contributions, loans, receipts, expenditures, disbursements, in-kind contributions and liabilities for this reporting period and represents the campaign finance activity of all persons acting under the authority or on behalf of this committee in accordance with the requirements of M.G.L. c. 55.

Signed under the penalties of perjury: Stuart Saginor (Treasurer's signature) Date: Oct 27, 2016

FOR CANDIDATE FILINGS ONLY: Affidavit of Candidate: (check 1 box only)

Candidate with Committee and no activity independent of the committee
I certify that I have examined this report including attached schedules and it is, to the best of my knowledge and belief, a true and complete statement of all campaign finance activity, of all persons acting under the authority or on behalf of this committee in accordance with the requirements of M.G.L. c. 55. I have not received any contributions, incurred any liabilities nor made any expenditures on my behalf during this reporting period.

Candidate without Committee OR Candidate with independent activity filing separate report
I certify that I have examined this report including attached schedules and it is, to the best of my knowledge and belief, a true and complete statement of all campaign finance activity, including contributions, loans, receipts, expenditures, disbursements, in-kind contributions and liabilities for this reporting period and represents the campaign finance activity of all persons acting under the authority or on behalf of this committee in accordance with the requirements of M.G.L. c. 55.

Signed under the penalties of perjury: _____ (Candidate's signature) Date: _____

SCHEDULE A: RECEIPTS

M.G.L. c. 55 requires that the name and residential address be reported, in alphabetical order, for all receipts over \$50 in a calendar year. Committees must keep detailed accounts and records of all receipts, but need only itemize those receipts over \$50. In addition, the occupation and employer must be reported for all persons who contribute \$200 or more in a calendar year.

(A "Schedule A: Receipts" attachment is available to complete, print and attach to this report, if additional pages are required to report all receipts. Please include your committee name and a page number on each page.)

Date Received	Name and Residential Address (alphabetical listing required)	Amount	Occupation & Employer (for contributions of \$200 or more)
Apr 28, 2016	The Conservation Campaign 10 Milk Street, Suite 810, Boston, MA 02108	\$ 1,500	nonprofit organization (501c4)
Line 9: Total Receipts over \$50 (or listed above)		\$ 1,500	
Line 10: Total Receipts \$50 and under* (not listed above)		0	
Line 11: TOTAL RECEIPTS IN THE PERIOD		\$ 1,500	← Enter on page 1, line 2

* If you have itemized receipts of \$50 and under, include them in line 9. Line 10 should include only those receipts not itemized above.

SCHEDULE B: EXPENDITURES

M.G.L. c. 55 requires committees to list, in alphabetical order, all expenditures over \$50 in a reporting period. Committees must keep detailed accounts and records of all expenditures, but need only itemize those over \$50. Expenditures \$50 and under may be added together, from committee records, and reported on line 13.

(A "Schedule B: Expenditures" attachment is available to complete, print and attach to this report, if additional pages are required to report all expenditures. Please include your committee name and a page number on each page.)

Date Paid	To Whom Paid (alphabetical listing)	Address	Purpose of Expenditure	Amount
Mar 16, 2016	Vote CPA for South Hadley Committee	c/o Gerald A Judge, Treasurer PO Box 191, South Hadley, MA 01075	Campaign Matching Grant	\$ 500
Sep 13, 2016	Vote CPA for South Hadley Committee	c/o Gerald A Judge, Treasurer PO Box 191, South Hadley, MA 01075	Campaign Matching Grant	\$ 1,000
Sep 13, 2016	Invest in Amesbury Committee	c/o Jonathan B. Sherwood, Treasurer, 39 Whittier Street, Amesbury, MA 01913	Campaign Matching Grant	\$ 500
Line 12: Total Expenditures over \$50 (or listed above)				\$ 2,000
Line 13: Total Expenditures \$50 and under* (not listed above)				\$ 0
Enter on page 1, line 4 → Line 14: TOTAL EXPENDITURES IN THE PERIOD				\$ 2,000

* If you have itemized expenditures of \$50 and under, include them in line 12. Line 13 should include only those expenditures not itemized above.

SCHEDULE C: "IN-KIND" CONTRIBUTIONS

Please itemize contributors who have made in-kind contributions of more than \$50. In-kind contributions \$50 and under may be added together from the committee's records and included in line 16 on page 1.

Date Received	From Whom Received*	Residential Address	Description of Contribution	Value
1-1-2016 to 10-21-2016	The Conservation Campaign	10 Milk Street, Suite 810, Boston, MA 02108	Salary, overhead, and expenses for staff to respond to requests for assistance from citizens	\$ 13,418.88
			and citizen campaign committees on passing the Community Preservation Act.	
Line 15: In-Kind Contributions over \$50 (or listed above)				\$ 13,418.88
Line 16: In-Kind Contributions \$50 & under (not listed above)				\$ 0
Enter on page 1, line 6 → Line 17: TOTAL IN-KIND CONTRIBUTIONS				\$ 13,418.88

* If an in-kind contribution is received from a person who contributes more than \$50 in a calendar year, you must report the name and address of the contributor; in addition, if the contribution is \$200 or more, you must also report the contributor's occupation and employer.

