

COMMUNITY PRESERVATION COMMITTEE

Public Meeting Minutes

June 18, 2018

7:00 P.M.

First Floor Meeting Room

141 Keyes Road

Pursuant to notice duly filed with the Town Clerk's Office, Concord's Community Preservation Committee held in the First Floor Meeting Room at 141 Keyes Road at 7:00 P.M. Committee members Terri Ackerman, Dee Ortner, Peter Ward, Burton Flint and Hester Schnipper were present. Senior Planner, Heather Gill was also present; as was Peter Fischelis, the Finance Committee observer.

Ms. Ackerman called the meeting to order at 7:05 p.m.

Informational Session

Ms. Ackerman gave a brief presentation summarizing the Community Preservation Act in Concord. Ms. Ackerman explained that there is a 1.5% out of a possible 3% surcharge on real estate property tax bills for CPA and that the first \$100,000 of taxable value is exempt. She explained that persons with income less than 80% of area median income are exempt, as well as seniors with income less than 100% of area median income. Ms. Ackerman stated that the locally raised funds are matched on a percentage basis by funds in the State Community Preservation Fund. Ms. Schnipper asked what the area median income is for Concord. Ms. Ortner stated that it is between \$94,000 and \$110,000. Ms. Ackerman explained that at least 10% of the CPA funding each year is allocated into 4 categories: Community Housing, Historic Preservation, Open Space and Recreation. Ms. Ackerman reviewed the timeline for the application and funding process for the upcoming year as well as the application deadline.

Joanne Gibson of 88 Walden Street briefly presented the proposed application for CPA funding for Heywood Meadow that will be submitted in September. Ms. Gibson summarized the past CPA funded projects regarding Heywood Meadow, and updated the committee on the status of those projects. Stan Lux explained that the proposed application will be to extend the stone wall on the gun house side of the meadow by about seventy feet. Ms. Gill reminded Ms. Gibson that they need to get Historic Districts Commission approval prior to submitting this application for CPA funding.

2018 Meeting Schedule

Ms. Gill reviewed the revised 2018 meeting schedule with the Committee. She explained that she looked into moving the meetings to Monday evenings, but it was not possible with all of the Monday holidays and the Select Board's meeting schedule. Ms. Schnipper brought it to the Committee's attention that the site visit date of Saturday, October 6th is over the long Columbus Day weekend, which might be difficult from Committee member and applicants. The Committee discussed moving the site visits to the Saturday before on September 29th. Ms. Gill stated that she would send an email to poll the whole Committee.

Project Updates

Ms. Gill stated that they had received project status reports from almost all of open projects, and that she had uploaded them onto the website for the Committee to view. She stated that this will be the main discussion item for the Committee during their July meeting, and asked that if the Committee has any questions or concerns regarding any of these to let her know so that she has time to reach out to the applicant prior to the July meeting. Ms. Ackerman asked if Caesar Robbins could attend the meeting to explain their remaining work in more detail. Ms. Gill stated that she would send them a request to attend the July 17th meeting.

Committee Membership and Officer Elections

Thomas Kearns, of DSK Architects attended the meeting as a potential candidate for the open position on the CPC.

Other Business

Ms. Gill reviewed the draft Fund Distribution Letters with the Committee, as well as the draft Grant Agreements and MOU's. She explained that she has requested that applicants respond with any questions or concerns regarding project specific conditions by Friday, June 29th, and that she plans to mail these on Monday, July 2nd.

Ms. Gill reviewed the project update report with the committee. She stated that the project status reports have proved helpful in updating this spreadsheet and that there are more projects that can now be closed out.

Minutes

Mr. Ward motioned to approve the meeting minutes from April 3, 2018. Ms. Ortner seconded and all others voted in favor.

Ms. Schnipper motioned to approve the meeting minutes from May 22, 2018. Mr. Flint seconded the motion and all others voted in favor.

Mr. Ward moved to adjourn the meeting. Ms. Ortner seconded the motion and ALL VOTED IN FAVOR. The meeting was adjourned at 8:12 P.M.

Respectfully submitted,
Heather Gill
Senior Planner

Minutes Approved on: 07/17/2018

Dee Ortner, Secretary