

Community Preservation Committee

March 23, 2006 - Meeting Minutes

Committee members present: George Bailey, Corey Snow, Peg Arguimbau, Janet Sargent-Tracy, Arnold Cohen. *Committee members absent:* Robert Young, Arnold Kublin.

The minutes of March 9, 2006, were unanimously approved as amended.

A table, prepared by Messrs Bailey and Snow and Ms. Sargent-Tracy to support the committee's May Town Meeting warrant article requesting authorization of its administrative and operating expenditures from July 1 to December 31, 2006, was discussed and unanimously approved (see attached). Mr. Bailey will arrange a date for presenting it at Finance Committee. Mr. Bailey said that Kathy Byrne, Selectmen's secretary, had suggested the rate of \$14 per hour for secretarial services; that the secretarial position would be advertised after May TM; and that there was no barrier to Ms. Cheyer's applying for the position. The committee agreed with the estimate for a consultant; it is at present unclear what consultant services will be needed to advise on projects. Ms. Sargent-Tracy asked whether Mr. Bailey had spoken to other towns about their experience with the 5% budget. Mr. Bailey responded that the other towns' CPA projects were too many and varied to serve as guidelines. Mr. Snow reiterated that no more than 5% of the CPA funds *collected in one year* may be spent for administrative and operating expenses.

The committee agreed to bring to the next meeting any planning documents like those referred to in the guidelines (e.g., Housing Production Plan, Open Space Plan) and to assemble them in a book at Town Clerk's for public reference.

Eli Hauser's Project Form submittal suggesting "Purchase building at corner of Main and Billings . . . [and] convert area into open park with possible septic fields beneath" was discussed. Mr. Cohen stated that the law firm for which he works had as a client the owner of that building, and he thus would recuse himself from discussion and voting on a full application for this project. The committee agreed that Mr. Hauser's submittal lacked some necessary elements: project cost; assessed valuation; return on investment; cost to Town; other funding; feasibility; size of relevant area; details as to how it relates to housing and how septic system could be achieved; and input from other boards like Board of Health, Housing Partnership, P.O. Square Committee, Planning Board, and the new Commercial Development Committee. Mr. Bailey will prepare a draft letter to Mr. Hauser requesting more information, and circulate the draft to the committee before sending.

Mr. Bailey suggested adding "smart growth" criteria to the committee's criteria and presented a sample. Several members felt that the "smart growth" criteria were either inapplicable to CPA purposes in Sharon or already contained (though not explicitly labeled) within the committee's criteria. Nevertheless, Mr. Bailey was invited to prepare for the committee's consideration a draft adding "smart growth" criteria to the Sharon CPC criteria.

As Jane Desberg requested at the March 9 public forum, the committee agreed to change the

category-specific criterion that reads

* Promote use of existing buildings or construction on previously developed or Town-owned sites;

to read

* Promote the use, rehabilitation, and capital improvement of existing buildings or construction on previously developed or Town-owned sites;

Next meeting date has not been set. Meeting adjourned at 8:10 p.m.

*Submitted by Alice Cheyer
Interim Secretary*

Community Preservation Committee

Proposed Administrative and Operating Expenses, July 1, 2006 – December 31, 2006

Prepared by G. Bailey, C. Snow, and J. Sargent-Tracy, 3/23/06, for presentation to Finance Committee and May 2006 Town Meeting in support of warrant article asking for TM authorization to spend up to 5% of Town's portion of FY'07 CPA revenues on administrative and operating expenses of the committee.

Funds Available - July 1, 2006		\$310,000
5% =		\$15,500
Expenses (Est.)		
SECRETARIAL		\$784 – \$1,000
Meetings @7 hrs (3 hrs meeting + 4 hrs prep.)	July - 1 August -1 September - 2 October - 2 November - 1 December – 1	
Rate \$14/hr	Total meetings = 8 Total hrs = 56 @\$14	
ADVERTISING	Legal notice in Sharon Advocate or Patriot Ledger – 2 printings	\$225 – \$300
CONSULTANT	As needed	\$4,000 – \$4,700
Total Anticipated Expenses		\$5,009 – \$6,000