

# Town of Sharon Community Preservation Committee

Meeting Minutes of 6/21/07  
Amended and Approved 7/26/07

## Committee Attendees

George Bailey - Chair	Allen Garf
Corey Snow, Treasurer	Arnold Kublin
Arnold Cohen	Susan Rich
Peg Argiumbau (Not in attendance)	

## Guest Attendees

Joan Brown	Melissa Mills
Lauren Commons	Richard Powell
Chana Dana	Kathy Roth
Jane Desberg	Shirley Schofield
Jennifer Goldson, Consultant	Mary Tobin
Paul Lauenstein	David Wluka
Gina Maniscalco	

## **Meeting Initiation**

The meeting was called to order at 7:10 PM by Chair, George Bailey.

Mr. Bailey opened the meeting with a general introduction and all CPC members introduced themselves to the attendees. Mr. Bailey briefly discussed the CPC and its purpose. He then turned the meeting over to Jennifer Goldson, an Independent Planning Consultant hired by the CPC to help guide the use of CPA funds.

Ms. Goldson explained to the attendees that the purpose of the meeting was to help kickoff the planning process for the CPA Funds use. Her intentions for the evening were to provide general information, details on Sharon's CPA programs, explain the purpose of the CP plan and discuss CP resources in Sharon. Ms. Goldson then provided a thirty minute slide presentation pertaining to the Community Preservation Act in Sharon which was followed by a brainstorming session, a discussion of next steps in the planning process and then the meeting was opened up to a Public Hearing on the topic.

## **Slide Presentation**

The slides presented by Ms. Goldson included the following:

### **1. General CPC Information:**

- Massachusetts General Law C. 44B, allows local adoption up to 3% surcharge on local property taxes to create a revenue source for community preservation
- Sharon voted in November, 2004 for CPA with 1% surcharge on taxes
- State match (at variable levels) – 100%
- 4 Funding Areas for projects
  - Community housing
  - Historic Preservation
  - Open Space
  - Recreation

### **2. General CPA Information:**

- Mandated 10% minimum expenditures on 3 of 4 categories

- Housing
- Historic Preservation
- Open Space
- No mandated minimum for recreation expenditures

### 3. Community Housing

- Acquisition, creation, preservation, and support both low & moderate income. This is important because the CPA allows communities to fund moderate income as well rather than affordable or low income.
- Cambridge – 80% revenue for housing purchasing market rate units to resell as affordable
- Newton – Homebuyer Assistance Program – down-payment assistance
- Stow – part of open space purchase, set aside land to develop affordable housing
- Stow – Affordability Restriction Program
- purchase deed restrictions from seniors
- Article “How to create affordable housing with CPA funds”

### 4. Historic Preservation

1. CPA allows funding for preservation, rehabilitation, and restoration of Historic resources: Buildings, Structures, Land, Documents
2. Aquinnah - purchased historic home to create a museum
3. Cambridge – grants to homeowners for historically appropriate renovations to homes
4. Chatham – grant to Historical Society to restore a house museum
5. Cohasset – restored historic library and created 2 housing units
6. Nantucket - restoration of historic church
7. Peabody – digitized historic records & make publicly available
8. Weston – Bring building systems up to code and improve public and handicapped accessibility in historic homestead

#### 1. Open Space

- Acquisition, creation, and preservation
- Amherst – purchased an Agricultural Preservation Restriction on farm
- Georgetown – remove invasive plant species from pond
- Harvard – purchased open space to protect ground water and connect conservation land
- Newton – purchased last remaining farm to create a city-owned community farm
- Newton – create new trail to provide access to a conservation area and close a pathway to protect wetland resource areas

#### 2. Recreation

- Acquisition, creation, and preservation of land for recreation use
- Acton – created 12.6 mile rail trail
- Ashland - created a new park
- Ayer – preserve & restore beach and make handicap accessible
- Bedford – construct new tennis courts & swings in town parks
- Holliston – install irrigation system for athletic fields
- Peabody – Design citywide bike path
- Sudbury – purchased farm land for new athletic fields and open space

#### 3. More CPA Info

- Community Preservation Coalition - Katherine Roth, Associate Director - [www.communitypreservation.org](http://www.communitypreservation.org)

#### 4. CPA Funding Process

Here's how a project gets funded w/ CPA \$

- Applicant submits application to CPC
- CPC reviews, deliberates, and votes
- CPC recommends to Town Meeting
- Town Meeting votes the authority to appropriate funds

Who can apply? Owner of resource or parties with permission of owner

- Town boards, commissions, departments
- Non-profit and "friends" groups
- Developers
- Neighborhood organizations
- Private citizen

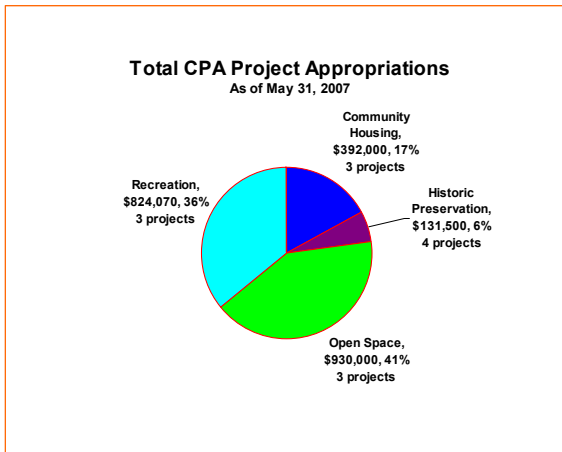
### 5. Sharon's CPC

- Purpose: Recommends appropriations to Town Meeting
- Who: Seven members appointed by various boards & commissions
- When: Two annual funding rounds
  - Submission requirements and application packet ([www.townofsharon.net](http://www.townofsharon.net))

### 6. CPA in Sharon: Activities so far

- First active year of CPA program was FY07
- \$630K total revenue in FY07
  - 1% local surcharge raised \$315K
  - 100% state match raised \$315K
- \$670K estimated total revenue in FY08
- 10 CPA Projects approved by Town Meeting
- 3 projects serve multiple CPA categories
  - open space + community housing
  - community housing + historic preservation
  - open space + recreation

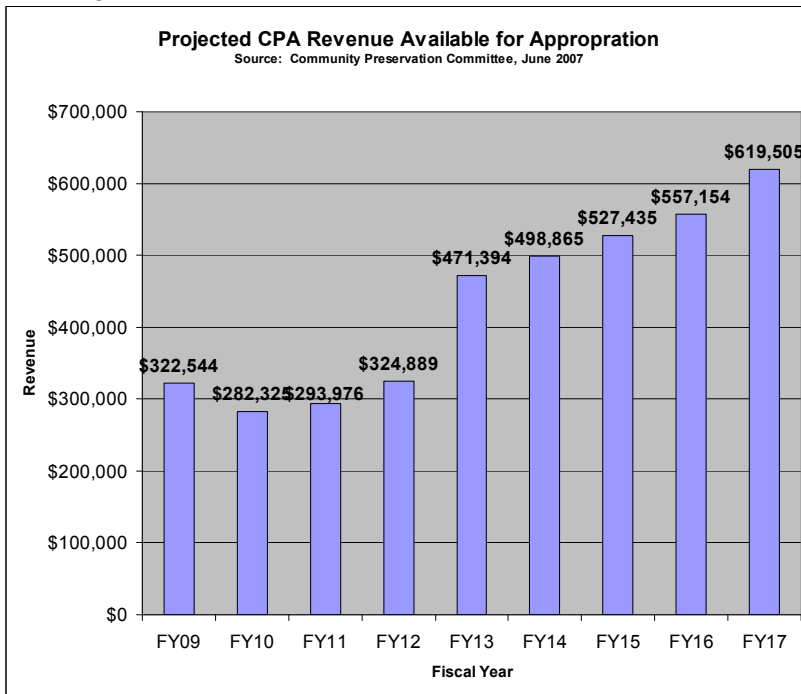
### 7. CPA in Sharon: Activities so far



## 8. CPA Projects

	Project	CPA Category	Description	Total CPA Funds Approp
COMMUNITY HOUSING	Billings St/Glenview Acquisitions	CH (& OS)	Acquire land for 10.2 acres of open space and creation of 1 unit of affordable housing	\$250,000
	Housing Authority - Floors Repair	CH (& HP)	Repair floors at South Pleasant Street Housing	\$6,000
	Housing Authority - Roof Repair	CH	Repair roofs at Hixson Farm Road	\$136,000
HISTORIC PRESERVATION	Drake Cemetery	HP	Restoration of historic cemetery	\$500
	Historic Resources Inventory	HP	Townwide survey and inventory of historic resources	\$25,000
	Housing Authority - Floors Repair	HP (&CH)	Repair floors at South Pleasant Street Housing	\$6,000
	Water Dept Well Station #1	HP	Exterior restoration of historic 1896 pumping station	\$100,000
OPEN SPACE	Billings St/Glenview Acquisitions	OS (& CH)	Acquire land for 10.2 acres of open space and creation of 1 unit of affordable housing	\$500,000
	Horizons for Youth	OS (& R)	Acquire 9.15-acre portion of a total 56-acre purchase of land on former camp for open space and recreation	\$420,000
	Open Space & Rec Plan	OS	Create updated Open Space and Recreation Plan	\$10,000
RECREATION	Heights Elementary School Playground	R	Install new playground equipment and quarter mile track	\$40,000
	Horizons for Youth	R (& OS)	Acquire 9.15-acre portion of a total 56-acre purchase of land on former camp for open space and recreation	\$780,000
	New Friends of Playground	R	Install ADA compliant drinking fountains at the Ames Street Playground and Deborah Sampson Park	\$4,070
	<b>TOTAL</b>			<b>\$2,277,570</b>

## 9. Projected Revenue



## 10. Purpose of the CP Plan

- CPA statute
  - “CPC shall study the needs, possibilities, & resources . . . regarding community preservation”

- This Plan which is being developed over the next 5 -6 months will meet mandate, plus:
  - Get community feedback
  - Create framework to guide future CPC decisions
  - Inspire & guide potential CPA applicants

#### **11. What will the Plan consist of?**

- Describe CP Resources in Sharon for each of the 4 funding areas
- Identify CP Needs
- Identify CPA Project Possibilities
- Set Goals within the plan

#### **12. CP Resources**

- Past plans + Info from Town Officials = Resource Profiles, Resource Maps

#### **13. Community Housing**

- Majority affordable units are rental
- Affordable homeownership very limited; there is only 1 Habitat for Humanity home
- Cost of homes up 115% while incomes up 5.5% (1999-2005)
- Mod-income household earns up to \$82,400 which is the top income CPA can fund
- Low & Mod-income households need subsidies to buy a home
- Can afford house costing up to \$250K for family of four
- Median sales price is \$436K in Sharon
- In conclusion, low or moderate income households need subsidies to buy a home in Sharon.

#### **14. Historic Resources**

- Three local historic districts
- Multiple historic municipal, institutional, and residential buildings
- 473 buildings over 100 years old represents (8%) of building stock
- Plus archeological sites, open space, farms, and cemeteries

#### **15. Open Space and Recreation**

- Open space strong component of community character for Sharon
  - Over 5,300 acres (35% total land area) permanently protected open space
- Open Space Plan to inventory unprotected land spearheaded by Conservation Committee
- Protection of water resources is critical in Sharon
  - Environment & habitat protection
  - 98% drinking water from Town wells
  - Recreation opportunities
- Over 6,000 acres passive recreation
- Over 167 acres active Town recreation facilities like organized sports fields

#### **16. Focus Groups**

- Brainstorming:
  - Greatest CP needs & project possibilities in all 4 CPA categories
- Written record of discussion & Encouraged to draw on maps
- Refer to resource maps as needed
- Optional Citizen Comment Sheet
- CPC members will be facilitators
- 50 minutes, then reconvene and reports
- Feedback tonight will help inform the plan as we move forward (more about next steps later)
- Questions to clarify focus groups?

- Hold other questions/comments for public hearing
- Table Assignments

### **17. Next Steps**

- CPC will design details of process based on input and results of tonight
- Analyzing input from tonight, the focus groups and comment sheets
- Working over summer to generate more input and set goals
- Present working draft of ideas in early fall
- Final Plan – late fall

### **Focus Groups**

After a complete review of the presentation, Ms. Goldson broke the groups into smaller focus groups for a 45 minute discussion. At the conclusion of the focus group, Ms. Goldson requested a summary from each group in hopes of obtaining one idea from each of the four categories discussed; community housing, historic preservation, open space, and recreation.

Mary Tobin representing Group 1 stated that for housing we could look at accessory apartments that exist today, relax zoning bylaws and have the deed restricted as affordable. The historical needs could include the restoration of Stoningham Furnace and Fairbanks House. Open space needs include Horizons for Youth land and for recreation, the Oakland Road site could be used with CPA funds for skating.

Group 2 was represented by Corey Snow who mentioned sites for development of housing. For historic preservation, he discussed the issue of preserving documents that date back to the 1700's and perhaps digitize them. With reference to open space, Mr. Snow stated that land is a perishable asset because of loss of habitat and water management. With reference to recreation there is a soccer field shortage and sites like Horizons for Youth could be used.

Group 3 represented by Chana Dana discussed open space as creating a path from Cheshire to Borderland. She suggested purchasing shares in homes, and deed restrictions supervised by the Housing Authority. She suggested maintaining trails and GPS map trails.

Ms. Goldson concluded the focus groups by stating that this was an interesting discussion and she had received good feedback. The next steps include her providing an analysis of tonight's input. She will work over the summer to generate more input and set goals. The draft of the working ideas will be ready in early fall and the final plan ready in late fall. All documents from tonight's meeting will be represented on the website and for additional comments Ms. Goldson can be contacted at [jmgplanning@aol.com](mailto:jmgplanning@aol.com).

### **Public Hearing**

At 9:00 PM, Chair, George Bailey, opened the Public Hearing. Mr. Bailey thanked Ms. Goldson for her presentation and complimented the GIS Division of the Department of Public Works for their preparation of the maps used by Ms. Goldson. Mr. Bailey opened the floor to questions but as no questions were asked or comments provided, the Public Hearing was adjourned at 9:02 PM. Mr. Bailey thanked all in attendance.

### **Business Meeting**

- Mr. Bailey confirmed to the Committee that a letter from the Planning Board regarding Rachelle Levitts was received.
- Mr. Bailey stated that last week a plan was received from Laura Russell.
- Mr. Kublin stated that the Recreation Department will be requesting up to \$40,000 in Community Preservation Act funds to construct an Intergenerational Playground across from the Community Center.

- Mr. Bailey discussed the need for authorization for he and Mr. Snow to be able to sign administrative invoices incurred prior to 6/30/07. Mr. Kublin moved that the Treasurer and the Chair be authorized to approve any bills incurred through 6/30/07. Mr. Cohen seconded the motion and the Committee voted 6-0-0 in favor of the motion.
- Mr. Kublin reported that he is working with Ms. Levitts and is in the process of asking the Personnel Board at the 7/12/07 meeting, to recalculate the grade for the CPC Secretarial position.
- Mr. Kublin reported that the Town Accountant provided all Committees with a form to be used should monies need to be encumbered for expenses incurred in the previous fiscal year. This is necessary in order to pay the bills in the current fiscal year. Mr. Kublin moved to encumber the funds sufficient to cover all expenses incurred in the prior fiscal year. Mrs. Rich seconded the motion. The Committee voted 6-0-0 in favor of the motion.
- Mr. Cohen moved “that the policy of the CPC is to minimize the debt service obligations of the Community Preservation Fund. Mr. Kublin seconded the motion. The Committee voted 5-0-0 in favor of the motion.
- Mr. Snow moved “to authorize the Treasurer and Chairman to notify the Town Treasurer that the debt service for the Horizons for Youth bond amount is to be based on a payout not exceeding a term of 10 years beginning in FY07 or its equivalent and to use all available remaining FY 07 funds (approximately \$225,000), as prepayment. “ Mr. Cohen seconded the motion. The Committee voted 6-0-0 in favor of the motion.
- Mr. Cohen moved that it be “resolved that the prepayment toward the \$750,000 borrowing authorized by the May town meeting for purchase of land and buildings off Glendale-Glenview Roads et al (approximately \$200,000), or that amount that minimizes the debt service on a term not to exceed 5 years.” Mr. Kublin seconded the motion. The Committee voted 6-0-0 in favor.
- Mr. Bailey stated that for each year you do not spend the monies, they carry over to that category, the following year.

**Next Meeting Date**

July 26<sup>th</sup>, 2007

**Meeting Adjournment**

Mr. Cohen moved to adjourn the meeting at 9:30 PM and Mr. Kublin seconded the motion. The Committee voted 6-0-0 in favor.