

Community Preservation Committee

November 22, 2011

Police Station Conference Room

Meeting Minutes

1. Call to Order

A regular meeting of the Community Preservation Committee was called to order by Chairman Mike Dissette at 7:02 p.m.

2. Roll Call

In attendance were members Mike Dissette, Jane Healey, Judith Grohe, Don Little and Mary Lou Gagnon. Dianne Eppa was also in attendance.

3. General Business

Mike Dissette moved to approve the minutes of the October 25 meeting as submitted. Judith Grohe seconded the motion. The motion was unanimously approved.

Mike Dissette said budgets are required for affordable housing applications but not for open space or historic preservation projects. In addition, outdated cost estimates have sometimes been submitted with applications. The application form will be amended to require that budgets and current cost estimates be submitted for all projects.

Mike Dissette said the City Council approved the transfer of funds to the Rail Trail from the Moseley to Maudslay Connection Project.

Mike Dissette said in order for the unencumbered funds to be available for appropriation between the end of the calendar year and the beginning of the fiscal year it must be moved to the CPA general reserve account. The transfer of the funds would make them available for emergency use. He moved to recommend to the City Council that the unallocated and unencumbered fund balance be appropriated to the CPA general reserve account. Judith Grohe seconded the motion. The motion was unanimously approved.

Mike Dissette said he received the final approved punch list for the Woodland Street affordable housing project that was signed by both the contractor and the owner. Mary Lou Gagnon said State inspectors were scheduled to visit the property today. Tenants are expected to move in on December 1. Three of the five units will be ready for occupancy by that date.

Judith Grohe said some committee members took a tour of the City's open space that was led by Mary Harbaugh.

Mary Lou Gagnon said the new furnace at the Milk Street affordable housing property has been installed and is running.

4. Upcoming Meetings

The next regular meeting of the Community Preservation Commission is scheduled for January 24, 2012 at 7:00 p.m.

5. Adjournment

Paul Healy moved to adjourn the meeting at 7:20 p.m. Judith Grohe seconded the motion. The motion was unanimously approved.