

## **Community Preservation Committee**

January 22, 2019

Police Station Conference Room

Minutes

### **1. Call to Order**

Chair Mike Dissette called a regular meeting of the Community Preservation Committee to order at 7:02 p.m.

### **2. Roll Call**

In attendance were Mike Dissette, Don Little, Paul Healy, Dan Koen, Don Walters and Karen Popken. Jane Healey, Mark Rosen and Sarah White were absent.

### **3. Affordable Housing Trust Request to Modify Project Scope**

In 2018, City Council approved an award of \$100,000 to the Affordable Housing Trust for carrying costs associated with the inclusion of affordable housing units in the redevelopment of the Brown School. A condition of the award was that if the funds were not used by August 30, 2019, they would be released to the Community Housing Reserve Fund. The City is not prepared to issue an RFP for the redevelopment of the school until a new location has been found for Youth Services, which could take as long as 18 months.

Judy Tymon presented a request from the Affordable Housing Trust to allow the use of up to \$30,000 to hire a consultant to assist with a housing feasibility analysis. The consultant would compile data to provide a basis for an understanding of the financial implications of a housing development with an affordable component. It would be used to inform the community and City Councilors about the number of units that could be included in a financially feasible development in the Brown School. It would also help to improve the RFP by specifying the number of units to be included in the redevelopment. It was originally intended that the developer would propose the number of units.

Dan Koen moved to recommend that the conditions of the award of CPA funds to the Affordable Housing Trust shall be amended to allow the use of up to \$30,000 for consulting fees. Paul Healy seconded the motion. The motion was unanimously approved.

### **4. Colby Farm Update**

Andrew Port reported that the City has entered into a purchase and sale agreement for a portion of the Colby Farm property. Lots 1 and 7 and a portion of lot 6 are being acquired for open space. The City had previously purchased lot 8 to provide access to lot 1. The developer is expected to submit the plans for the remainder of the property to the Planning Board in the next few weeks. The residential development would be located on Colby Farm Lane, where the barns currently stand.

### **5. 2019 Meeting Dates and Times**

The FY2020 CPA grant applications are due on February 7 at 4:00 p.m. The schedule of presentations and additional meetings as necessary will be determined at the February 26 meeting.

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**6. Committee Elections for Chair and Vice Chair**

The elections were held at the October 23 meeting.

**7. Community Preservation Coalition Dues**

Mike Dissette moved to pay the Community Preservation Coalition dues in the amount of \$3,500 from the administrative funds. Paul Healey seconded the motion. The motion was unanimously approved.

**8. CPC/TPL Request for Open Space Data**

The Trust for Public Land requested updated data on land acquisitions for which CPA funding was used. A GIS file has been submitted.

**9. FY2020 Draft Budget**

The amount estimated to be available for award in FY2020 after obligations have been met is \$1,202,634. It is estimated the local surcharge would be \$880,977 and the State match would be \$167,516. The undesignated funds total \$304,611. Obligations of \$150,470 include \$126,130 for the stadium bond, \$12,340 for the Cherry Hill bond and \$12,000 for administration. There is currently \$829,965.98 in the open space reserves.

**10. Quarterly Reports**

Quarterly reports have been received for: Old Hill/Oak Hill Gravestone Restoration; NHS Exterior Woodwork; Rail Trail Edible Avenue; YWCA at Hillside; YWCA Women's Residence Bathroom Renovation; Lower Atkinson Master Plan; Joppa Park; Fuller Track; Bartlet Mall Trees and Bartlet Mall Swan Fountain.

**11. Staffing Update**

Dianne Boisvert will provide support to the CPC until a new planner has been hired. The position has been posted but interviews have not yet begun.

**12. Minutes**

Paul Healy moved to approve the minutes of the October 23, 2018, meeting as submitted. Mike Dissette seconded the motion. The motion was approved with Don Walters and Karen Popken abstaining.

**13. Adjournment**

Paul Healy moved to adjourn the meeting at 7:51 p.m. Mike Dissette seconded the motion. The motion was unanimously approved.