

Town of Maynard
COMMUNITY PRESERVATION COMMITTEE
MEETING

Wednesday, July 16, 2008-- Room 101, Town Hall

Chair Peg Brown called the meeting to order at 7:10 pm.

Members Present: Peg Brown, Chair; Dave Hull, Vice Chair; Doug Moore, Treasurer; Ariel Hoover; Mike Chambers

Members Absent: Rick Lefferts

Members Resigned: Lou Ann Cutaia (from the Capital Planning Committee)

Also in attendance: Jane Audrey-Neuhauser (non-voting status, not yet reappointed to the CPC)

The minutes from the June 25, 2008 CPC meeting were approved as distributed. Peg filed the minutes in the COA office. A later correction to the minutes was noted because of an incorrect date for our next meeting, which will be August 13th instead of August 9th.

MEMBERSHIP STATUS:

Ariel Hoover has requested a leave of absence from the CPC from September 12, 2008 through January 16, 2009. The Selectmen will be required to make a ruling on her request as she is an appointed member-at-large. The CPC is also two members shy – one from the Planning Board and one from the Capital Planning Committee. Peg will email both boards to ask for an update on the progress of their CPC appointees. Peg will also attend the Selectmen's meeting on July 22nd to resolve the reappointment issues for member Jane Audrey-Neuhauser. There was some concern on the part of the Selectmen over possible conflict of interest regarding future projects involving the Maynard Country Club, of which Jane is a member/owner.

ELECTION OF OFFICERS – FY2009:

Election of new officers was postponed until the next meeting due to the absence of two voting committee members. It is hoped that a smooth transition can be facilitated at the next meeting.

LETTERS and CONDITIONS FORMS:

A signed "Letter of Condition" was received for the Alumni Field irrigation project. "Letters of Condition" remain outstanding from the Assabet River Rail Trail project and the Community Housing Trust project.

BANNERS for PROJECT SITES:

Peg brought three completed exterior canvas banners for committee viewing. They are ready to display at various CPA project sites when needed. An invoice from Call-a-Copy Digital was presented in the amount of \$417.50. The Schedule of Bill Payable was prepared by Doug and signed by the CPC. Peg will deliver the bill to Ken Demars on August 17.

FINANCIAL MATTERS:

Peg distributed completed financial spreadsheets that track CPC Administrative Expenses from

FY07 and FY08. Spending in FY07 was \$96.01 (0.98% of our \$5,000 budget). Spending in FY08 was \$3,162.33 (a frugal 22% of our \$14,000 budget).

ANNUAL CALENDAR:

Peg distributed a CPC Annual Calendar illustrating month-by-month deadlines and duties of the Committee. The calendar includes financial filing deadlines, project approval deadlines, and Town Meeting warrant deadlines.

PROJECT UPDATES:

Mike expressed a concern regarding the Crowe Park irrigation project, in that the Town announced their requirement of private payment to connect the new ball field irrigation system to town water supply lines. This is an unexpected \$4,000-5,000 expense for the Maynard Charitable Baseball Corp. They are hoping for an in-kind donation to cover excavation work and complete the water tie-in from Fenton Construction of Acton.

Ariel contacted Carolyn Britt to determine whether Federal Funds were being pulled from the Assabet River Rail Trail project. Carolyn confirmed that there are funding issues and is not sure how the design phase and purchase of easements for the ARRT will move forth from this point.

No other funding projects are reporting progress yet.

PRESS COVERAGE:

The Committee reviewed an article that appeared in the August 10th edition of the Beacon Villager, describing the first CPA funding grant cycle in Maynard. A second public service announcement will appear in the August 17th edition of the newspaper and in Action Unlimited in a subsequent week, encouraging project applications for the next funding cycle.

COMMUNITY PRESERVATION PLAN – Interim Draft June 2007

The Committee discussed a revision to the Preliminary Application form and the Final Proposal for Funding form. Also discussed was the makeup of the next CPA Plan and the need for division of the next Plan into three separately printed sections, none of which would be “date-sensitive” (to save the need for reprinting each year). Ongoing work to revise the forms and content of the Plan will continue into the fall. A subcommittee made up of Ariel, Doug, Mike, and Peg will meet at a later date to approve the changes and reissue a revised 2009 Plan. Some changes will be the inclusion of page numbers and a Table of Contents, updating the town web site address, the removal of our email contact address, and other minor changes. In the meantime, Peg will create a cover letter and a new preliminary application form (as an addendum to the Interim Draft Plan) for use in the current FY09 funding cycle. Copies will be placed with the Town Clerk and at the Maynard Library for distribution to prospective project proponents.

The meeting was adjourned at 8:10 pm.

Respectfully submitted,

Peg Brown, Chair

NEXT MEETINGS: 7:00pm, Wednesdays, August 13 and September 10, 2008 at the Town Building Room 101.