

**Town of Maynard
COMMUNITY PRESERVATION COMMITTEE MEETING
Wednesday, June 12, 2013– Town Hall**

2012-13 Committee Positions:
Chair – Mike Chambers
Vice Chair – Rick Lefferts
Treasurer – Greg Price
Clerk – Jane Audrey-Neuhauser

Call to Order: Rick Lefferts called the meeting to order at 7:10 pm.

Members present: Jane Audrey-Neuhauser, clerk; Diane Dahill; John Dwyer; Dave Hull; Rick Lefferts, Vice Chair; Greg Price, Treasurer
Members absent: Mike Chambers, Chair; Ellen Duggan; Robert Horn

MEETING MINUTES:

Minutes of the April 10, 2013 meeting were approved.

ADMINISTRATIVE ITEMS:

Greg Price announced that he is resigning from the Planning Board and hence the Planning Board will need to appoint a new representative. Mike should send a letter to the planning board requesting that they appoint a new member.
Dave Hull will request reappointment from the Housing Authority and Rick Lefferts is planning to send his letter to the Selectmen.
New board positions will need to be assigned at the July meeting,

FINANCIAL:

The amount of the 2012 CPA match distribution is \$ 51,825.
The amount of the anticipated CPA Surcharge income is estimated to be \$ 199,000.

RECOUPING UNEXPENDED FUNDS—Process still needs to be determined. (The new) Town Treasurer will need to give us guidance on this.

BUSINESS:

REVIEW CPC Guidelines & make changes as necessary – Ellen has been working on the booklets and has been incorporating the new legislation changes.

FINAL PROPOSALS PASSED at Town Meeting –

HR017-13 -- \$7500 -- E Howard Scale and Cabinet Restoration
Plan is to restore the scale and cabinet. Ellen Duggan -- liaison
Volunteers are beginning to do some of the prep work for the project.
-- \$10,000 – Conservation Fund Support – Eligible
request of the Conservation Commission. John Dwyer – liaison
Veteran’s Housing – Eligible
housing units for eligible returning veterans.

OS011-13
The annual
CH003-13 -- \$25,000 –
Project funds planning for
Mike Chambers – liaison

--- Rockland Field Renovation --- Eligible
Audrey-Neuhauser – liaison.

REC021-13 -- \$4,800 (Revised amount)
Project would renovate the field. Jane

REQUIRED FORMS FOR PROPONENTS

Each liaison will draft an **award letter** and a **letter of conditions** which would be sent to their particular proponent. [Sample drafts were emailed to CPC members.] The drafts will be emailed to CPC members and comments will go **back just to the individual author**.
Revised letters would then be brought to the July meeting for final approval and vote by the CPC. Rick offered to draft the letters for the Veteran’s Housing and he will work with Mike.

TIMELINE – dates for FY2015 CPA Proposals:

- Friday, September 20, 2013 – Preliminary Application due
- October 9, 2013 – CPC determines eligibility and notifies applicants
- November 8, 2013 – Final Applications due
- December 11, 2013 – CPC develops lists of questions for proponents
- January – meetings with proponents and discussion
- End of Jan./ Beginning Feb. – PUBLIC HEARING & FINAL vote on proposals

The meeting was adjourned at 8:00 pm.

Respectfully submitted,

Jane Audrey-Neuhauser, Clerk

NEXT MEETING DATES:

Wednesday, June 26, 2013, 7:00pm, Town Hall. (If needed)

Wednesday, July 10, 2013, 7:00pm, Town Hall. (Jane Audrey-Neuhauser will be in Machu Picchu
Someone else will need to take the minutes.)