

**Town of Maynard  
COMMUNITY PRESERVATION COMMITTEE MEETING  
Wednesday, May 7, 2014 – Town Hall**

**2013-14 Committee Positions:**  
Chair – Mike Chambers  
Vice Chair – Rick Lefferts  
Treasurer – Diane Dahill  
Clerk – Jane Audrey-Neuhauser

Call to Order: Mike Chambers called the meeting to order and opened the Public Hearing at 7:05pm.

Members present: Jane Audrey-Neuhauser, clerk; Mike Chambers, Chair; Ellen Duggan; John Dwyer; David Hull; Chuck Shea  
Members absent: Diane Dahill, Treasurer; Rick Lefferts, Vice Chair  
Vacant Position: Capital Planning Committee  
Others Present: Mike Guzzo, Town Accountant; Carolyn Kessel Stewart; Leslie Knight

**MEETING MINUTES:**

Minutes of the April 16, 2014 meeting were approved as corrected.

**PUBLIC HEARING --**

Carolyn Kessel Stewart and Leslie Knight came to discuss the needs of the Greenmeadow School and the playground there. Drainage is poor, making the playground unusable for parts of the year and some of the equipment is not age-appropriate. There is also a need to make it accessible. They were eager to make the CPC aware of their ongoing research and planning and the possibility of applying for CPC Funds in the future.

There being no further comments from community members, the CPC voted to close the Public Hearing at 7:25.

**ADMINISTRATIVE ITEMS:**

Mail was received from the Historical Commission, but it was unclear what the request was. Ellen will contact Donald Wasiuk to get clarification and an itemized list of expenses. Linda Hansen sent an email offering to put our minutes and proposal applications on the Town server. This will be discussed further at the next meeting, but in the meantime, it was suggested that Jane Audrey-Neuhauser put the minutes on a flashdrive.

**FINANCIAL:**

**MIKE GUZZO**, TOWN ACCOUNTANT, presented spreadsheets of accounts and balances in each. He spent a good deal of time explaining the account balance system which the town uses and he is planning to do a thorough history of the CPC, its income and expenditures and present us with this detailed financial review within the next couple of months. This will give the CPC an accurate accounting of how much is available in each category.

The estimated amount of the 2013 CPA match distribution is \$ 104,691. The estimated amount of the anticipated CPA Surcharge income is \$ 157,665. The total estimated CPC Budget for FY15 is 262,356.

**RECOUPING UNEXPENDED FUNDS:**

The funding for the Affordable Housing Plan \$12,000 from the 2008 ATM appears to be the major unexpended funds in question.

Mike Guzzo, Town Accountant suggested that we wait until the inevitable Fall STM to present an article for recouping unexpended funds. We could then have any amounts from a variety of projects consolidated into one article. He also indicated that if the warrant articles were worded to include an automatic return of funds, then nothing needs to be done at Town Meeting. We just need to confirm with Mike Guzzo that the funds should be returned.

**BUSINESS:**

There are some positions which are scheduled to expire on June 30, 2014:  
Recreation, Selectmen – These are currently held by Mike Chambers and Jane Audrey-Neuhauser. Jane will send a letter to the BOS requesting reappointment. Mike is planning to continue as Recreation representative. Diane Dahill (BOS) is considering resigning because of personal issues. There is also a need for the selectmen to appoint someone to fill the interest area of Capital Planning. Ellen Duggan will contact the BOS about appointing someone to fill this position. Mike Chambers also mentioned someone who might be interested in being on the committee.

**ARTICLES FOR MAY TOWN MEETING WARRANT**

- OS012-14 -- \$10,000 – Conservation Fund Support – Approved  
The annual request of the Conservation Commission. John Dwyer – liaison
- HR0818-14 -- \$25,000 – Historic Properties Survey (MACRIS) Phase 2 – Approved  
Ellen Duggan -- liaison
- REC022-14 -- \$108,303 – Fowler Playground for Primary Aged Students – NOT Approved  
Dave Hull -- liaison
- REC023-14 -- \$42,000 -- Fencing for baseball field behind the high school – Approved  
Mike Chambers – liaison
- REC024-14 -- \$ 9,800 -- Rockland Field Renovation -- Approved  
Jane Audrey-Neuhauser --liaison

**UPDATES ON PROPOSALS PASSED at 2013 Town Meeting –**

- CH003-13 -- \$25,000 – Veteran’s Housing Study  
Chuck Shea has been in contact with Andrew Scribner-MacLean, Assistant Town Administrator about the RFP for consultants to develop a plan for Veteran’s Housing. The RFP was amended and reissued. The BOS is hoping to have a response in time to utilize the CPC funds that were voted in 2013.

The meeting was adjourned at 9:05 pm.

Respectfully submitted,

Jane Audrey-Neuhauser, Clerk

**NEXT MEETING DATES:**

- Wednesday, June 4, 2014, 7:00pm, Town Hall.
- Wednesday, June 18, 2014, 7:00pm, Town Hall.