

TOWN OF MAYNARD

MUNICIPAL BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754

Minutes CPC Meeting – Town Hall October 19, 2016

Members Present: John Dwyer; Randy James; Steve Jones; Rick Lefferts; Jane Audrey-Neuhauser
Members Absent: Tom Hesbach; Bill Cranshaw; Ellen Duggan; Position representing Planning Board is vacant

Also Present: Lisa Hanley

John Dwyer called the Meeting to order at 7:10

ADMINISTRATION:

Minutes of the October 6, 2016 Meeting

- Motion by Jane to approve the Minutes as distributed. Randy seconded. Unanimously approved. Rick abstained as not present at the Meeting.

Discussion of Role of Liaison in Application Process

- The Liaison should let the applicant know if there are any issues to be addressed in final application.
- John said the Liaison is the communication link between the applicant and the CPC as they are “in the know”.
- Discussion of whether CPC members should act as Liaison for projects on Committees other than their own.
- Decided that they are acting as a CPC advocate as well as Liaison. Steve pointed out that this can prevent the misuse of funds as will be present at the meetings of the Committees on which they sit in addition to the CPC.

PROJECT BUSINESS:

Discussion of ArtSpace Cupola

- The procurement laws have been updated by the Commonwealth and go into effect Nov. 7th. Aaron Miklosko plans to re-advertise the project once those laws go into effect. He hopes the new laws will make it easier to get more quotes in.
- The new criteria states that Projects under \$50,000 can skip the bidding process.

Discussion of 2 Housing Applications Received (CH004-17 and CHO005-17)

- Rick stated that the Trust can have greater flexibility because will be able to use funds without waiting for ATM.
- He said most towns with Trusts are funded with CPC funds and possibly money from other sources.
- Jane asked if the Powdermill Door Project (CH005-17) could go to Trust for funds. Rick said yes, assuming it meets criteria.
- Funds used by the Trust for CPA purposes will be tracked separately and reported to the Department of Revenue just like money spent by CPC.
- Rick stated that the Housing Trust members are Legal Trustees, not just committee members. The Trust votes on whether money is eligible for funding. They can still go to CPC for more money if not enough in reserves.

Discussion of Powdermill Circle Door Preservation (CH005-17)

- The Powdermill Circle housing is owned by the Housing Authority, which is not a part of the Town of Maynard. Their money comes from the State.
- Powdermill Circle Door Preservation put forth a request to modernize the doors and make them ADA accessible.
- Bob Larkin (Housing Authority), who is the Proponent of the project is a member of the Affordable Housing Trust.

Fowler Field Restoration

- Steve explained that they are trying to have money ready to grade the fields and put loam and irrigation because fields are in such bad shape. John and Steve agreed that the CPC money would have to be set aside for this purpose and stipulated that it could not be used for other projects.
- Steve advised that not much progress on Design Plan.
- Trying to incorporate Friends of Maynard Soccer as a 501(c)(3).
- John suggested that Nonprofit.net organization gives seminars at Lexington library.
- Rick suggested finding a dormant nonprofit and taking it over as it is easier to change the purpose/articles than to get IRS approval for a new one.

Crowe Park

- Discussion of new fire department locations.
- Steve said that per Andrew, there would have to be a vote to change the designated “use” of that field to put the fire department there.

Fieldhouse Study

- Steve said that Aaron asked for an extension on this project; money not spent by June 30 goes back to CPC. Would have to take to Annual Town Meeting again if this happens.
- Agreed study should not take long, just need to hire someone. Steve will encourage Aaron to expedite this process.

Final Application Date Extensions

- Motion by Steve to extend final application date of Fowler Field Restoration (REC030-17) to 11/15/16. Jane seconded. Unanimously approved.
- Motion by Rick to extend final application date of Affordable Housing Trust (CH004-17) to 11/15/16. Jane seconded. Unanimously approved.

ACTION ITEMS

October 19, 2016

- Randy will email revisions to Award/Condition Letters to CPC on 11/2/16.

Next Meeting: November 2, 2016*

- *Unless there is nothing pending to discuss. Notify John the Monday before meeting if there is an item to be addressed at the meeting

Motion by Jane to adjourn. Rick Seconded. Unanimously approved. Meeting adjourned at 8:35pm

Respectfully submitted,

Lisa Hanley
Administrative Assistant

Timeline of Dates for May 2017 Town Meeting – FY2017 CPA Proposals:

- October 3, 2016– Preliminary Application due
- Thursday, October 6, 2016 – CPC determines eligibility and notifies applicants
- November 9, 2016 – Final Applications due (REC030-17 and CH004-17 due 11/15/16)
- December 7, 2016 – CPC develops questions for proponents
- January 2017– Meetings with proponents and discussion
- February 15, 2017 – **Public hearing and final vote on proposals**

2016-17 Committee Positions:

Chair – John Dwyer
Vice Chair – Rick Lefferts
Treasurer – Steve Jones
Clerk – Jane Audrey-Neuhauser