

**COMMUNITY PRESERVATION COMMITTEE
RECORD OF MINUTES AND PROCEEDINGS
MARCH 5, 2009
MINUTES**

PRESENT:

Walter Flynn, Chairman
Stephen Ford
Laura Harbottle
Dan Condon
James Cunningham

NOT PRESENT:

Arthur Mathews, Vice Chairman
Scott Coven, Clerk
Christopher Hannan
Thomas Curtis

ALSO PRESENT:

Robert Luongo, Economic Development Planner
Scott Bois, Municipal Finance Department

RECORDING SECRETARY:

Christine Callbeck

Chairman Flynn called the meeting to order at 7:00 PM and stated that Mr. Hannan, Mr. Curtis, Mr. Mathews and Mr. Coven will not be present.

APPROVAL OF FY10 CPC BUDGET

Chairman Flynn stated the reason for this meeting is to approve the FY 10 CPC budget. The budget needs to be approved and presented to Mayor Kay twenty-one days prior to the due date. The budget package was prepared by the Finance Department. Chairman Flynn stated that the Mayor suggested it would be prudent to reduce the Administrative Costs, Salary Allocation line from \$30,000 to \$20,000 this year due to the fiscal crisis. Mr. Ford suggested that the debt service line be removed from the budget. Mr. Ford is concerned that someone will ask about why the Committee doesn't use that line. Chairman Flynn asked Mr. Bois to check with Mr. Wilson to see if the Committee can delete the line.

Chairman Flynn stated that he does not want to put \$220,000 in the Historic Resources Specific Project line. Mr. Bois stated that it is in that line because the funding is for a specific project.

Mr. Bois stated that after this Committee approves this budget, it then goes to the Mayor for approval. The debt services line does not have to be included in the slide show presentation at the Town Council review.

Ms. Harbottle asked if the Committee members could get a list of available funds and all fund balances. Chairman Flynn stated that Mr. Luongo and Ms. Lounge are working on this project. Chairman Flynn gave a handout with a recap of all projects with budgets and revenue (actual and

projected); also included were miscellaneous costs. The handout also included projects approved and rescinded. Chairman Flynn stated that the Finance Department can only prepare a report for the Committee in the MUNIS report format which can be very confusing to non-MUNIS users. Chairman Flynn stated that this is a draft document.

Mr. Ford made a MOTION to APPROVE the FY10 Budget and the MOTION was SECONDED by Mr. Condon. UNANIMOUSLY VOTED.

Mr. Luongo suggested that all Committee members come to the next meeting prepared to discuss and vote on the conservation restrictions. If a member should have any concerns on the conservation restrictions, please send them to the Planning Office, sections B and C only. Mr. Ford asked if all members will have a chance to speak and vote on the conservation restrictions at the next meeting. Mr. Luongo stated yes. Chairman Flynn stated that Committee members can expect Woodbine Road residents to be present at the next meeting.

Chairman Flynn stated that he has received a communication from Cathy Curran in favor of approving funds on the historic cemeteries.

Ms. Harbottle asked if the public hearing is a chance to solicit applications for the Community Preservation Committee. Chairman Flynn stated yes and that all the necessary links for applications are located on the Town's web site with instructions to go to the Planning Office with any questions.

Chairman Flynn stated that the CPC is on the radar with the five-year anniversary coming up. Mr. Ford suggested advertising the work being done at the Fogg Library to help promote the Committee's efforts.

NEXT MEETING

The next meeting will be held on April 2, 2009 at 7:00PM at the Whipple Center.

ADJOURNMENT

At 8:10PM, there being no further business, a MOTION was made by Mr. Cunningham to ADJOURN and SECONDED by Mr. Ford. UNANIMOUSLY VOTED.

Approved by: _____
Walter H. Flynn, Jr., Chairman

Dated: _____