

MINUTES  
COMMUNITY PRESERVATION COMMITTEE  
WEDNESDAY, MARCH 11, 2014  
7:00 P.M.

PRESENT: Phil McKnight, Chair, Linda Conway, Peter Fohlin, Chris Winters, Jeff Thomas, Mark Reinhardt, Jane Allen

ABSENT: Andy Hogeland

OTHERS PRESENT: Sarah Currie, Pat Leach

CALL TO ORDER: Chairman McKnight convened meeting at 7:00 p.m.

APPROVAL OF MINUTES OF FEBRUARY 25, 2014 MEETING: After much praise from everyone for Mr. Reinhardt's excellent minutes, Mr. Winters requested that "straw votes" be indicated as such in the minutes so there is no confusion between "straw votes" and actual votes when minutes are read in future years. Ms. Conway made a motion to approve the minutes as corrected. Ms. Allen seconded and motion passed unanimously.

DISCUSSION OF THE SCHEDULE OF 2014 CPC MEETINGS: Chairman McKnight expressed hope that all business would be completed tonight and there would be no need for meeting tentatively scheduled for Tuesday, March 18.

SPREADSHEET: The committee briefly reviewed the updated spreadsheet (dated 3-9-14) prepared by Mr. Fohlin. Discussion centered around where unspent/returned monies, such as \$80,000 grant awarded to Berkshire Housing Corporation and Williamstown Elderly Housing in 2012, would be accounted for on spreadsheet. Mr. Fohlin explained that the \$80,000, if approved at Town Meeting, would most likely be added to \$85 in "Reserved" line under "Community Housing" and would be used to cover the \$145,000 approved for Community Housing. In the future, the committee could decide if the unspent/returned monies went into a certain "bucket" or got added to "unappropriated" balance. The only exception would be monies that met 10% allocation.

CONSIDERATION OF ADDING GRANT TERMINATION LANGUAGE TO THE FY15 APPROVED PROJECTS: To avoid open-ended agreements (i.e. commitment to Cable Mills) and need for Town Meeting to take back funds (i.e. \$80,000 on warrant this year), Mr. Thomas suggested grant termination language be added to Article B, Article C and Article E.

ARTICLE B (OPEN SPACE): Mr. Thomas moved that language be incorporated such that CPC funds not spent by 6-30-16 be returned to CPC. Mr. Thomas explained that Ms. Reed-Evans projected that project would close by early FY16. Ms. Conway seconded and motion passed 6-0-1. Chairman McKnight abstained (member of board of WRLF). Mr. Thomas pointed out that contingency language voted on at 2-25-14 meeting was omitted from the draft article. Mr. Fohlin will add contingency language.

ARTICLE C (HISTORIC PRESERVATION): Mr. Thomas moved that language be incorporated such that CPC funds not spent by 6-30-15 be returned to CPC. Mr. Thomas stated that this date concurs with proposed project timeline and Ms. Currie agreed. Mr. Reinhardt seconded and motion passed unanimously.

ARTICLE E (COMMUNITY HOUSING): Mr. Thomas moved that language be incorporated such that CPC funds not spent by 6-30-16 be returned to CPC. Mr. Thomas explained that project construction is

projected to be completed by February 2016 and have full occupancy by April 2016. The committee discussed the possibility of the need for an extension and agreed that any unforeseen circumstances would be known and could be remediated at Town Meeting prior to the deadline. Mr. Winters asked how committee would know when money is spent. Mr. Fohlin explained that money is reimbursed based on receipts for work done. Mr. Fohlin seconded and motion passed 6-0-1. Mr. Winters abstained (abutter to the property).

The committee determined there was no need for grant termination language in Article A (Committee Expenses), Article F (Community Housing-grant to AHT) and, after some discussion, Article G (Cable Mills). Mr. Fohlin explained that intent of Article G is to fund commitment made to Cable Mills and, as such, reduces the amount we have to borrow. It does not increase our obligation to Cable Mills. It just shifts funding from borrowing to cash.

UNSPENT OPEN SPACE BALANCE: In the spirit of the \$45,000/\$45,000/\$45,000 decision made at the last meeting, Mr. Thomas proposed the committee take the money in the Open Space Reserved account (\$119,500) and add it to the \$135,000 voted at last meeting. This action would reduce the bond for Cable Mills project from \$1.375M to \$1.12M. Chairman McKnight questioned the need to act now. Since bond would not need to be issued until July 2015, he preferred to wait to see if there was a viable Open Space project next year. Mr. Winters argued that we are investing in an Open Space project that we like (Cable Mills) and paying interest is a waste of money. Mr. Thomas urged the committee to make the commitment tonight so that future CPC committees would have more money to spend. Mr. Thomas moved that language be added to Article G such that \$119,500 from Open Space Reserved be added to \$135,000. Mr. Reinhardt seconded and motion passed unanimously.

REVIEW OF THE PROPOSED WARRANT ARTICLES FOR TOWN MEETING ON MAY 20, 2014 IN LIGHT OF #3 ABOVE:

ARTICLE A: Mr. Fohlin pointed out that reducing committee expenses from \$10,000 to \$5,000 was false economy since any unspent money reverts back to the fund balance every June 30. He further cautioned that if \$5,000 was not sufficient to cover the committee's expenses in the coming year, the Town budget would not be able to bail out the committee. Ms. Conway moved that the amount in Article A be increased from \$5,000 to \$10,000. Mr. Thomas seconded and the motion passed unanimously.

ARTICLE B – ARTICLE F: No further changes.

ARTICLE G: Mr. Winters questioned whether there was any logic in allocating for one area over another thus being able to maximize the filling of the hardest bucket (i.e. historical preservation) over time. Uncertain how this would play out over 16 years, the committee took no action. Mr. Winters requested that the record show, "Mr. Winters looked long term!"

Mr. Fohlin will correct articles, confer with Town Counsel and re-send to committee.

OTHER BUSINESS: Mr. Thomas shared his concerns about the organization of the committee. He noted that Chairman McKnight has been chair since 2007 and, although he has done an excellent job, Mr. Thomas feels there is merit in rotation in committee leadership as practiced by other town committees and boards. Ms. Conway noted that rotation of chair has not been the past practice of the CPC and the committee has had only two chairs, Janette Dudley and Mr. McKnight. Mr. Fohlin made two

observations---committee chairs usually change on July 1 and the CPC has never had a vice-chair. When asked about the structure of other town committees, Mr. Fohlin said that most committees have both a chair and vice-chair that rotate on a regular basis. Mr. Reinhardt expressed gratitude for Chairman McKnight's background as a lawyer and expressed concern about the ability of all committee members to be chair. Chairman McKnight expressed his preference for the full committee to be present when leadership is chosen noting that Mr. Hogeland was absent. The committee agreed that Chairman McKnight will call a CPC organizational meeting in June to elect a chair and a vice-chair.

ADJOURNMENT: Ms. Conway moved to adjourn at 8:30 p.m. Mr. Reinhardt seconded and motion passed unanimously.

Respectfully submitted,

Jane B. Allen  
Acting Secretary