

Community Preservation Committee
Wednesday May 24th 2017

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Minutes

Note: Committee make up includes a representative from various town committees and two at large members.

Present: Barry Kassler (Open Space), Mark Cuddy (Recreation) Alex Leonard (Historical), Chuck Woodhams(Planning), Carol Mollica (Housing), Steve Langley (Selectmen), Scott Manchuso (At-Large), Robin McDonald (At-Large)
Leo Immonen (Conservation).

Absent: none

7:05 The Community Preservation Committee (CPA) meeting was called to order by Barry Kassler. It was agreed that the first order of business was to elect a committee chairman. Mark Cuddy made the motion nominating Barry Kassler the motion was seconded Vote: unanimous.

Robin McDonald self nominated for the position of clerk motion was seconded Vote: unanimous

Leo Immonen nominated Mark Cuddy for the position of Vice Chair the motioned was seconded Vote: unanimous

Mr. Kassler provided a roster of committee members.

Mr. Kassler noted that a training session and orientation for committee members was to be set up with Stuart Saginor. Stuart Saginor is the Executive Director of the Community Preservation Coalition. The date of June 15th was suggested. Mr. Kassler will check on the availability of Mr. Saginor and confirm the June date or request alternate dates if needed.

Barry Kassler reviewed how CPA funding works. A 1% property tax surtax is levied on all Wrentham properties. An exemption the first \$100,000 of residential property. The surcharge will take effect in Quarter 1 2018. The town estimates \$250,000 in CPA funds will be collected in 2018. There are some stipulations on how the funding is allocated. Specifically, there are three minimums that must be met each year:

- 10% for Open space
- 10% for Historical
- 10% for Housing

A maximum of 5% can be spent for administration costs. This can include trainings and consultant support. Committee members can expect to learn more details and gain a better understanding of the funding and uses at the upcoming trainings.

The committee discussed the need for a process for project proposal, review and approvals/denials. It would be typical for proposals to come from the committees represented on the CPA committee. Any proposal that is submitted and approved by the CPA would have to then be approved at town meeting.

General discussion ensued regarding other aspects of committee work. The consensus was that it would be at least 12 months for the group to learn, and review projects other communities have done. Also, an annual community hearing to seek community input and feedback is required. It was agreed that committee members should have a consistent and succinct answer when asked what CPA surtax charges are.

It was suggested that CPA could have a website that would share FAQ's and that the town website could include a link. Alex Leonard and Scott Manchuso will work on an overview paragraph that could be put on the front page of the CPA website along with some talking points for committee members. Website content will be prepared and shared with the full committee for vote at the June 15th or next meeting, at which time it can be deliberated and voted on. The committee will also be updated on the town's social media policy.

It was agreed that Agenda's will be prepared for CPA meetings with a goal of holding meetings to one hour.

At 8:07pm Steve Langley made a motion to adjourn the motion was seconded Vote: unanimous

Respectfully Submitted

Robin McDonald
Clerk Community Preservation Committee