

Wrentham Community Preservation Committee
Bennett Gardens Meeting Rooms, Garden Lane
Wednesday August 23rd 2017 7:00pm
Meeting Minutes

Members Attending: Chairman Barry Kassler (Open Space), Vice Chairman Mark Cuddy (Recreation), Leo Immonen (Conservation), Clerk Robin McDonald (At-Large), Steve Langley (Selectmen) and Scott Manchuso (At-Large); Carol Mollica (Housing) (at 8:00).

Members Absent: Chuck Woodhams (planning) , Alex Leonard (Historical)

7:00:pm- The Community Preservation Committee (CPC) meeting was called to order by the Chairman.

The Chairman asked for a motion to approve the minutes of the May 24th 2017 meeting. Steve Langley made a motion to accept the minutes as presented. Leo Immonen asked that the minutes be amended. Mark Cuddy made a motion to accept the minutes of the May 24th 2017 meeting as amended. Seconded by Langley and voted unanimous.

A motion was made by Barry Kassler to approve the minutes of the July 26th 2017. Leo Immonen requested that the minutes of July 26th be amended.

Mark Cuddy made a motion to accept the July 26th 2017 minutes as amended. Seconded by Langley and voted unanimous.

It was noted that the meeting minutes should be sent to Wrentham Town Clerk Cindy Thompson. Robin McDonald will submit the minutes for May 24th 2017 and for July 26th 2017 as amended.

A question was asked about progress on website development. There has been no action to date. The item was tabled for discussion at a later meeting.

Mr. Kassler referenced the proposed CPA budget below. Mr. Kassler asked for a motion to approve the proposed budget, which would be submitted as a warrant article for November town meeting. A motion was made by Mark Cuddy and seconded by Steve Langley. Vote: unanimous

Wrentham Community Preservation Fund Budget Recommendations	FY 2018	Warrant Items:
Total Estimated Revenue:	\$242,000	
10% set-aside for Open Space		\$24,200
10% set-aside for Housing		\$24,200
10% set-aside for Historical Preservation		\$24,200
5% for Administrative Expenses		\$12,100
<i>Balance:</i>	<i>\$157,300</i>	
Budgeted Reserve:		\$145,200
<i>Unassigned Balance:</i>	<i>\$12,100</i>	

Mr. Kassler will contact the finance director and the town moderator to submit the proposed CPA budget. Scott Manchuso asked if town meeting attendees might benefit from a reminder regarding what CPA is. It was agreed that it would be helpful to have talking points prepared and shared at town meeting. Mr. Manchuso will draft talking points for this use.

Chairman Kassler announced that Sat Sept 2nd from 9-3pm will be Wrentham Day. Leo Immonen will be in attendance and is planning on setting up a table for CPA materials to be shared with attendees. Other commission volunteer help is welcome. Discussion ensued about the day being during Labor Day weekend. This concern will be shared with the Recreation Commission.

Other Business:

Scott Manchuso asked what type of progress our commission could expect by the end of 2017 and forward. The Chairman suggested that we have to work toward completing a CPA plan by year two. We need to plan and host community input hearing(s) and we need to review the existing documents that might inform this work. Specifically, the master plan, the open space plan and the housing plan. A question was asked about whether most CPC's use a consultant to devise a plan. Mr. Kassler suggested that was a common practice.

Committee members who are members of other town committee's and commissions were reminded to share information about CPA with their respective groups.

A motion was made at 7:38pm by Steve Langley to adjourn, seconded by Mollica. Vote: unanimous

Next meeting: September 27th 7:00pm

Respectfully Submitted

Robin McDonald
Clerk