

Minutes of the Community Preservation Committee Meeting
April 22, 2009
Wellesley Police Station

The meeting was called to order at 7:32 pm by Jack Morgan, Chair

CPC members present were Kit Bowry, Bradley Boyd, Jim Conlin, Rose Mary Donahue, Joan Gaughan, Dona Kemp, Jack Morgan, Tony Parker, and Helen Robertson

Advisory Liaison Caren Parker was also present.

No one was present for Citizens Speak

Minutes from the March 30 meeting were moved for approval by Jim Conlin and seconded by Tony Parker. They were approved unanimously with corrections.

Minutes from the March 25 meeting were moved for approval by Dona Kemp and seconded by Brad Boyd. They were accepted with corrections (Helen Robertson was not present at the meeting of March 25 and abstained from voting).

Minutes of the February 21 meeting were moved for approval by Jim Conlin and seconded by Joan Gaughan. They were accepted with corrections (Brad Boyd was not present at the meeting of February 21 and abstained from voting).

The Wellesley Farms Station project was discussed. It was determined (after consultation with the Wellesley Historical Commission) that the project was completed and Jim Conlin moved that the project be closed and that \$12,098.74 in left over funds be returned to the reserve for Historical Resources.

The Phosphorous Inactivation Project was discussed. There is approximately \$22,000 in unspent monies left. It was determined that the CPC will defer closing this project until the DPW is assured that the system works correctly. \$7,003.75 has been held back from payments to the primary contractor, GES, pending this assurance. It is thus anticipated that ultimately approximately \$15,000 will be returned to reserves (50% to the Open Space reserve and 50% to undesignated reserves).

The Sprague Field project was discussed. Jack Morgan reported that Sheryl Strother thought in January it was premature to settle this account as there might be more invoices or expenses. The Committee agreed that Mr. Morgan should pursue this matter with Sheryl, the DPW and the Selectmen now that three months have passed and we are all through Town Meeting.

Jack Morgan asked commission members for input from the CPC projects this year and the Town Meeting presentation.

- Joan Gaughan stated she wished there had been more dialogue with the Advisory

Committee on the DCR Bridge and other projects prior to Advisory's votes on our projects.

- Tony Parker stated that the CPC and Advisory should be more mindful of Town wide comprehensive planning when discussing CPC projects.
- Caren Parker would have liked to hear more information on whose responsibility certain projects were, i.e., the DCR Bridge and the housing projects.
- Dona Kemp thought that more definition of the roles and operations of WHA and the WHDC would have been helpful for Town Meeting.
- Kit Bowry believes that the role of the CPC should be to fund and help develop project ideas but not to advocate on behalf of individual Boards.
- Jim Conlin felt that the CPC had a wider role, particularly with projects which cut across the responsibilities of several Boards, with the Morses Pond Project as an example. Without CPC involvement the project may not have moved forward successfully.
- Most members felt that, looking forward, for the Town of Wellesley to get significant results from the over \$5million in CPA funds, the CPC will need to get involved in the developing of projects. Jack Morgan stated that the CPC should also look to acquire land when it becomes available. Rose Mary Donahue will keep CPC abreast of the status of the St James property. The Planning Board is studying the west gateway to Wellesley which includes the St James property and what might be the desirable uses of that land.
- The Fuller Brook Preservation project was briefly discussed. Jack Morgan suggested it should be a joint effort including the NRC, Historic Commission, and the DPW. Advisory and CPC liaisons should also be included.
- Tony Parker suggested that the CPC meet with Selectmen, NRC, Recreation Commission, Historical Commission, WHA, and Planning Board next fall to see what is on the horizon. Projects should be limited, deadlines should be adhered to and attempts should be made to pull them together earlier.
- Borrowing against future CPC allocations was also discussed. It was determined that Wellesley should never borrow against the state match because of its unpredictability.
- The Town Meeting Motion was discussed. Jack Morgan reported that there is nothing in CPA or the Town's CPC Bylaw that requires only one motion. Most members felt that if there is a significant project it should be brought as a separate motion in the future. Smaller projects could be bundled. Jim Conlin argued for continuing the past practice of combining all projects (not involving separate funding) into one motion. It

was agreed that by next January when CPC meets with Advisory regarding projects for the 2010 ATM, CPC should decide how it will present project motions to Advisory and Town Meeting.

It was discussed that all projects approved by Town Meeting should report back to CPC in a timely manner with reports including expected time lines and on how money is being spent. Jack Morgan (following suggestions from Dona Kemp and others) recommended that there be quarterly reports from project sponsors. Kit Bowry has suggested letters to the three Boards with approved projects this year (WHA, WHDC, and DPW) setting forth the CPC expectations for project management and information flow. Kit Bowry offered to draft the letters for those who have been appropriated funds and Dona Kemp agreed to draft a quarterly report form.

Needs for support staff were discussed. The biggest need was determined to be maintained of the CPC web page on a timely basis. He or she would need web site skills. Other responsibilities could include taking minutes and posting them on the web page along with current applications and to keeping track of quarterly reports.

Jack Morgan pointed out the need to review four documents currently on the web site:

1. The CP Plan
2. Goals
3. Decision Guidelines
4. Policies and Procedures

Tony Parker will review #1, Jim Conlin #2, Kit Bowry #3, and Jack Morgan #4. This should be completed by June 30th. Jack Morgan also offered to check with the Town Hall re the Town's web site.

The meeting was adjourned at 9:50 pm.

Respectfully submitted,

Joan Gaughan and Jack Morgan