

**Town of Wellesley
Community Preservation Committee
Minutes-August 11, 2010**

The Community Preservation Committee met in The Kingsbury Room at the Wellesley Police Station on August 11, 2010 at 7:30pm

Present were the following CPC members: Jack Morgan (Chair), Tony Parker (Vice Chair), Bob Goldkamp, Allan Port, Stephen Murphy, Joan Gaughan, and Jim Conlin. Susan Minio, CPC administrative assistant was also present. Absent was Kara Cicchetti

The Chair called the meeting to order at 7:35 PM.
No citizens chose to speak.

Financial Planning Considerations

- Handouts: CPC/ St. James Cash Funding and CPC/ St. James Borrowing Capacity.

Given the possibility of large project coming before the CPC, the Chair wanted to get an understanding of the Committee's comfort level regarding borrowing against the CPC fund. The Chair asked the group to discuss the debt model created by Town Executive Director, Hans Larson at the CPC Chair's request. The general consensus was that 10 years would be a reasonable amount of time for repayment using the Town preferred model of Level Principle Payment. It was noted that borrowing \$3.6 million would consume approximately 42% of CPC local revenue for 10 years and approximately 33% of the total revenue. The Committee felt, after considerable discussion, that it could prudently take on up to \$500,000 per year in debt service for the CPA –eligible portions of a potential St. James project. This would be somewhat above 50% of our local revenues initially, but would fall back below 50% relatively quickly. Depending on the bond term selected (the Committee would generally defer to Finance and the Selectmen on this and other details although mindful that any borrowing will commit the Town to maintaining the tax surcharge for the borrowing period), this would allow for borrowing \$3.5 million or somewhat more with longer borrowing terms.

In order to consider the question of whether a significant portion of the current CPA fund balance could also be used for a potential St. James project, the Chair then presented the possible financial commitments before the Committee so that the full picture of CPC could be taken into consideration.

Reserved for specific purposes;	
Open Space	\$722,000
Historic Resources	\$665,000
Community Housing	-
Undesignated	<u>\$3,647,000</u>
Total	\$5,034,000
Est. FY 11 revenue	<u>\$1,165,000</u>
Total	\$6,199,000

Provision for Potential New Projects

Affordable Housing	\$650,000
Electric Substation	\$300,000
Fuller Brook Phase 2	\$300,000
Other	\$100,000
FY12 expenses	<u>\$55,000</u>
	\$1,705,000

Projected Available Balance June 30, 2011 (before Fuller Brook Phase 3 provision)

\$4,494,000

Available Balance if provide for 50% estimated funding of FB3 (\$1,250,000)

\$3,244,000

Available Balance if provide for 100% estimated funding of FB3 (\$2,500,000)

\$1,994,000

The Committee considered that it may be prudent to maintain sufficient cash resources to fully fund the Fuller Brook project. That, along with the normal flow of other projects, especially to the WHDC, suggests only a very limited ability to provide cash on hand for any St. James project above the amount borrowed.

WHDC update and appropriation close-outs

- Handouts: WHDC Funding for and Sale of Properties document and property details with location maps

Bob Goldkamp gave a brief update on the WHDC's acquisition this month of a single-family home on Mellon Road and a two-family home on Peck Avenue using a combination of CPC funds and short-term borrowing. The WHDC is thrilled to add these two properties to affordable housing for the Town. Once the homes have been fixed and resold, the WHDC will still have approximately \$185,100 left in the CPA appropriations.

The CPC congratulated the WHDC on these purchases and expressed satisfaction that the funds were able to be used as planned. The Committee requested the WHDC consider quickly whether it will request any additional appropriations of CPA funds at the expected Special Town Meeting this fall.

Affordable Housing Inventory Project

The Committee returned to the open item from the previous meeting and Bob Goldkamp indicated he understood the conclusion that the remaining balances in inventory project should be returned to the fund rather than expended for other purposes. Jim Conlin moved to officially close the WHDC Inventory project. Tony Parker, Vice Chair, seconded the motion. The motion carried unanimously and the project is officially closed.

Update on Other Fall TM Potential Projects

The Chair noted that a Fall Annual Town Meeting has not been scheduled to date. However, if it does materialize, the CPC could choose to bring projects forward. The Chair had no new information regarding the Electric Substation. CPC did receive notice that the DPW does intend to bring the Clock Tower repair project back before the Committee for a Town Meeting. In addition, there is the possibility that the WHDC may come forward to request additional funding for more housing purchases or repurchases.

Committee Reorganization

The CPC voted at this meeting to elect officers for FY11. Joan Gaughan nominated Jack Morgan as Chair of the CPC for FY11. Tony Parker seconded the nomination. The vote was unanimously in favor of Jack Morgan serving as Chair of the CPC for FY11. Jim Conlin nominated Allan Port as the Vice Chair of the CPC. Stephen Murphy seconded the nomination. The vote was unanimously in favor of Allan Port serving as the Vice Chair for the CPC for FY11.

Invoices for Fuller Brook Park

The Chair presented the latest invoice for work completed by the DPW for the Fuller Brook Park project in the month of July for \$14,747.39
Allan Port motioned to approve the outstanding invoice for the Fuller Brook Park project. Jim Conlin seconded and the motion carried unanimously.

Fuller Brook Park invoices / management

There was a brief update on the meeting Susan Minio had with Janet Bowser, NRC, and Mike Pakstis, DPW, to discuss invoices and process for this project. The NRC/FPCC will verify that the work has been done and then will forward the invoices to Susan to bring forward to the CPC. Susan Minio and Joan Gaughan are to further work out the role of the project manager who just joined the project.

Open Meeting Law

There was a brief discussion around the Open Meeting Law implications and processes for minutes, meetings, and handouts.

Minutes

Joan Gaughan motioned to approve the minutes from May 26th meeting and it was seconded by Tony Parker. The motion carried unanimously.

Adjournment

Allan Port motioned to adjourn the meeting and Tony Parker seconded. The motion carried unanimously and the meeting adjourned at 9:45pm.