

Community Preservation Committee
August 15, 2018
Volunteers Room, Harvard Town Hall

Attendees: John Lee, Beth Williams, Didi Chadran, Fran Nickerson-MAHT, John Mark Walker, Jo Ward

Absent: Pam Marston, Erin McBee, Park & Rec representatives

Guests: Karen Strickland – Bromfield School Turf Project (BTSP)

The meeting convened at 7:31 PM.

Minutes from July 18, 2018 meeting were approved, as amended.

1. Grant Application Presentation: Bromfield School Turf Project(BTSP)/Harvard Athletic Association (HAA): Karen Strickland, Chairperson of the Bromfield School Turf Project presented the proposal to install a turf field to provide the ability to place and practice addressing early season weather delays and to provide Bromfield athletes with competitive field equality. Turf fields currently exist in Littleton, Tahanto, Bolton, Lunenburg and Oakmont high schools. The Pond Road proposal is off the table due to well and environmental runoff issues. Looking into possibly putting turf on the McCurdy field. BTSP/HAA currently looking to move the Softball field to Ann Lee Road field. This project would be coordinated with a dirt move to improve, level and reseed the front field where the girls LAX and Field Hockey play and practice. Depot Road fields are currently in good shape. The scope of this project is approximately \$3.5million which would all be raised via fundraising with no cost to the Town. BTSP and HAA are coordinating with the schools, Bromfield Trust, Board of Selectman and other town boards on this project.
2. Treasurer's Update: John Lee looked into whether CPC funds can be used for maintenance on land not purchased with CPC funds. This usage is not allowed. CPC funds may be spent on the acquisition, creation, and preservation of open space, and for the rehabilitation or restoration of any open space that has been acquired or created using CPC funds. John will notify Wendy Sisson regarding this restriction.

Projects are only eligible for CPA funding if they fit in a **green** box below.

	Open Space	Historic	Recreation	Housing
Acquire	Yes	Yes	Yes	Yes
Create	Yes	No	Yes	Yes
Preserve	Yes	Yes	Yes	Yes
Support	No	No	No	Yes
Rehabilitate and/or Restore	Yes, if acquired or created with CPA funds	Yes	Yes (new 7/8/2012)	Yes, if acquired or created with CPA funds

Chart adapted from "Recent Developments in Municipal Law", Massachusetts Department of Revenue, October 2012.

David Nalchajian will send John monthly reports regarding CPC funds. All sunseted projects (Harvard Park Trail, Hildreth House windows, etc.) have been transferred back to the funding source, giving CPC an approximately additional \$46,000 (restricted funds). CPC has approximately \$208,000 for distribution. John has started the CP3 reports to be submitted in September to the Community Preservation Coalition. John also spoke regarding recreational policies set by the Coalition and Legislature regarding the annual needs study (see below).

Department of Revenue Guidance on Community Preservation Plans
(extracted from page 24 of IGR 00_209 (amended version) published by DOR)

Community Preservation Committee: Annual Needs Study

The committee must study the community preservation needs, possibilities and resources of the city or town consulting with various municipal agencies, particularly those represented on the committee. It should then develop a community preservation program and financial plan for the city or town. The program should identify long term and short term goals and needs, set criteria for evaluating proposed acquisitions and initiatives, prioritize projects and estimate their costs. The financial plan should include a multi-year revenue and expenditure forecast and identify the fund or other municipal financing source for each proposed project. The program and financial plan should be reviewed and updated annually to reflect changes in the community's needs, priorities and resources.

The committee must hold at least one public informational hearing as part of the initial study and annual review process. Notice of the annual hearing must be posted at least two weeks before the hearing date. In addition, the committee must publish a hearing notice in a newspaper of general circulation in the community for each of the two weeks before the hearing date.

3. Public Comment: No Public Comment.
4. Applications Received to Date: Two applications received so far. (1) Regarding the Bromfield School Turf Project (amount to be submitted at later date). (2) Harvard Historic Commission to complete the restoration of the Bromfield wall along Mass Ave. (\$89,200). Deadline for submission of all applications is 4:00PM on Thursday, October 11, 2018.
5. CPA Update: Massachusetts State Legislature allocates surplus funds to the CPA Trust Fund up to \$10 million to be distributed among CPC communities. However, legislators can spend from this surplus right up until October 31st, so the funding for the CPA Trust Fund won't be confirmed until then.

6. Other Business:

- a. Annual Calendar – Didi will share at September CPC Meeting.

7. Action Items:

- a. Annual Calendar – Didi will share at September CPC Meeting.
- b. John Mark to draft proto for CPC sponsorship banner/plaque prior to September meeting.
- c. Coalition and Trust for Public Land Project to collect information to create and online, interactive map of every parcel acquired with statewide CPA funds. Didi will work with the Conservation Commission to compile data for this project.
- d. Didi Chadran to post notice in Harvard Press and on Nextdoor regarding submission deadline date of October 11, 2018 for all CPC Grant Applications

Next CPC meeting scheduled for Wednesday, September 19, 2018 at 7:30pm in Volunteers Room, Harvard Town Hall.

Meeting was adjourned at 8:35 pm.