**COMMUNITY PRESERVATION COMMITTEE**
**TOWN OF NEEDHAM, MASSACHUSETTS**

**Minutes of Meeting**
**January 5, 2010**

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| **Present:** | Jane Howard – Chairman, Mark Gluesing – Vice Chair, Janet Bernardo, John Comando, Brian Nadler, Sheila Pransky |
| **Absent:** | Jack Cogswell, Bruce Eisenhut, Paul Siegenthaler |
| **Town Staff:** | Patricia Carey, Staff Liaison<br>Nicole DiCicco, Recording Secretary |
| **Guests:** | Kate Fitzpatrick, Town Manager<br>Richard Webmen |

The meeting convened at 7:30 PM in the Newman School Conference Room.

**Public Hearing:** Ms. Howard opened the Public Hearing, but with no guests in attendance, the floor was opened to members of the Committee. All were pleased with the final draft of the Needham Community Preservation Plan. **Mr. Comando moved to close the Public Hearing. Mr. Nadler seconded the motion and it was unanimously approved. Mr. Gluesing made a motion to adopt the Needham Community Preservation Plan Draft of 12/16/2009 as the final plan. Mr. Nadler seconded the motion and it was unanimously approved.** Ms. Howard opened the regular business meeting.

**Chairman's Comments:** *As the Town Manager has not arrived from another meeting, Ms. Howard has moved the order of the agenda.*

**Approval of Minutes, December 16, 2009 Meeting:** Mr. Comando asked for the minutes be changed to show that he did not speak to Maria McTernan from the Charles River Center, but John Grugan. The minutes will be corrected as requested. **Mr. Nadler made a motion to approve the December 16, 2009 meeting minutes as corrected. Ms. Pransky seconded the motion and it was unanimously approved.**

**CPA Revenue Estimate for FY 2011**:
Mr. Siegenthaler is working with Assistant Town Manager Dave Davison to update the revenue estimate for FY 2011. Ms. Howard has asked him to work with the Chair and Vice Chair on the report.

**Review of Proposals with Proponents:**

**a. FY 2010-4 Preservation and Restoration of Historic Artifacts**

Ms. Bernardo did not have additional information, but expected that Town Manager Kate Fitzpatrick would provide answers to previously asked questions. Mr. Comando asked if the Historical Commission had been asked for an opinion. Mr. Gluesing reported that the Historical Commission had unanimously voted to support the restoration project.

**b. FY 2010-6 Restore Volante Land & Construct Trail to Eastman Reservation**
Ms. Pransky had no further information to share at the time of the meeting. She felt the December 16, 2009 minutes provided an accurate description.

**c. FY 2010-8 Acquisition of Property for Development of Affordable Housing and Community Access to Recreation Land**
Ms. Pransky informed the Committee that Needham Opportunities Inc. (NOI) met again with the landowner and made an initial offer. She explained that the property would have six units, with two being sold as affordable housing. The access to the camp property would be dealt with after the NOI purchase. Ms. Pransky is concerned about the amount of funds in the affordable housing reserve not being sufficient for all appropriate requests.

Ms. Carey noted that Mr. Comando had provided some information on the Charles River heating project prior to their presentation at the next CPC meeting. The Committee discussed the options for funding, including possible grant opportunities, which will be discussed with the proponents. They will also be asked about the typical process for saving towards capital projects. The Committee also discussed how to evaluate projects that do not increase the amount of community housing.

Ms. Fitzpatrick joined the Committee and gave updates on proposals.

She attended a December Historical Commission meeting and presented her proposal for preserving two tables, a book cabinet, two maps, and the weights and measures cabinet. The Historical Commission gave unanimous support for the proposal. The estimate for the maps is just under $18,000, and the estimate for the furniture is $40,000. The books inside the cabinet are from the Civil War era and will be returned to their original cabinet. Mr. Comando asked if the interior of the cabinet was appropriate for preserving the books. Ms. Fitzpatrick will get additional information on that, though she noted the books were not official Town records. Ms. Pransky noted that this type of project might be considered for multi-year funding.

The Volante parcels have just been purchased by the Town, and the proposal will be given a new name to avoid conflict with other parcels owned by the Volante family. The Board of Selectmen will be appointing a committee to research and recommend future uses of the land, including a short-term restoration. As there is no funding in the capital budget in the next year for the non-CPA portion of the work, only the restoration of the parcels would be part of the request. Ms. Fitzpatrick stated the importance of moving forward with the restoration to prevent overgrowth by invasive species. Mr. Gluesing asked if the restoration would remain in existence until long-term plans are made. Ms.

Bernardo stated that annual maintenance would be required for the first 4-5 years until established.

Regarding the NOI proposal, Ms. Pransky noted that the Town would be approached after Town Meeting about the easement to the camp property if the funding for the initial proposal was approved.

Ms. Fitzpatrick asked for a clarification on what types of photos would be appropriate in the photo documentation project, already approved by the CPC through Administration funds. Mr. Gluesing stated the photos should show "milestones" of the work, with some before/after shots to show the restoration work, particularly in areas like the cupola. Ms. Fitzpatrick noted that the RFP is currently being developed, but that the funds would only be available until June 30, 2010, and any photos taken after that date would need another funding approval from the Committee.

Ms. Fitzpatrick asked if the Committee was still considering the documentation of the history of Town Hall as part of their review. It had been joined with the photographic request in the original project proposal. Mr. Gluesing will gather additional information for the next meeting.

**Other Business:** Richard Webman asked to speak to the CPC about a house he owns at 1746 Great Plain Avenue. The Historical Commission has just voted it to be historically significant and he would like the Town to purchase the property so it can be removed for his parcel. Ms. Howard suggested that he contact Ms. Carey to be placed on an agenda.

Mr. Gluesing discussed the role of CPC members with projects, and the appropriateness of becoming advocates for projects, particularly at Town Meeting. The Committee discussed the need for proponents to provide information on the proposals and answer questions, whereas the Committee members should just speak for why the proposal has been recommended for funding. The CPC will continue this discussion as it moves forward to Town Meeting.

**Adjournment: Mr. Nadler made a motion to adjourn the meeting at 9:05pm. Ms. Pransky seconded the motion. It was unanimously approved and the meeting was adjourned at 9:05pm**

Respectfully submitted,

Nicole DiCicco
Recording Secretary