COMMUNITY PRESERVATION COMMITTEE
TOWN OF NEEDHAM, MASSACHUSETTS

Minutes of Meeting
December 8, 2010

Present: Jane Howard – Chairman, Mark Gluesing – Vice Chair, Janet Bernardo, Reg Foster, Lita Young

Absent: Carol Boulris, Bruce Eisenhut, Mike Retzky

Town Staff: Patricia Carey, Staff Liaison

The meeting convened at 7:35PM in the Webster Room of the Public Services Administration Building (PSAB).

Review and Acceptance of Minutes: Mr. Foster made a motion to approve the minutes of the December 1, 2010 meeting. The motion was seconded by Ms. Bernardo and was approved unanimously.

Chairman's Comments: Ms. Howard welcomed Ms. Lita Young to the Committee. Ms. Young was appointed by the Board of Selectmen to serve through June 2013. Ms. Howard thanked Mr. Gluesing and Ms. Carey for representing the CPC at the League of Women Voters meeting at which the Community Preservation Act was discussed. Ms. Howard attended the recent PPBC meeting discussion on Town Hall. The replacement of the lights on the Town Common is being considered, which would be a change order. As the Town Common is part of the National Register Town Hall district, the Historical Commission will need to provide input.

Review of Proposals:

a. **FY 2011-1 Charles River Center Group Homes Energy Improvements:** The Committee discussed the eligibility of the proposal. **Ms. Bernardo made a motion to state the FY 2011-1 Charles River Center Group Homes Energy Improvements is eligible to be considered for CPA funding and that further information should be requested from the proponents. Mr. Gluesing seconded the motion and it was approved unanimously.**

b. **FY 2011-2 Needham Housing Authority Redevelopment and Expansion of Linden/Chambers/High Rock Properties:** The Committee discussed the eligibility of the proposal. **Mr. Gluesing made a motion to state the FY 2011-2 Needham Housing Authority Redevelopment and Expansion of Linden/Chambers/High Rock Properties is eligible to be considered for CPA funding and that further information should be requested from the proponents. Ms. Bernardo seconded the motion and it was approved unanimously.**

c. **FY 2011-3 Preservation of Historic Documents:** The Committee discussed the eligibility of the proposal. **Mr. Foster made a motion to state the FY 2011-3 Preservation of Historic Documents is eligible to be considered for CPA funding and that further information should be requested from the proponents. Mr. Gluesing seconded the motion and it was approved unanimously.**

d. **FY 2011-4 Preservation of Open Space – Purchase of Land:** The Committee discussed the eligibility of the proposal. There is no current parcel of land, but the proponents are submitting a placeholder request each year in the event that a parcel becomes available. As it comes closer to Town Meeting, a determination would be made to remove the proposal from consideration if no parcel is available. **Mr. Gluesing made a motion to state the FY 2011-4 Preservation of Open Space – Purchase of Land is eligible to be considered for CPA funding and that further information should be requested from the proponents. Ms. Bernardo seconded the motion and it was approved unanimously.**

Next Steps: The Committee discussed liaison appointments for the projects. Ms. Howard suggested pairing a new Committee member with an experienced Committee member. Mr. Foster offered to be liaison to Preservation of Historic Documents, and Mr. Retzky will be asked to assist Mr. Foster. Ms. Bernardo offered to be liaison to the Housing Authority project, and Ms. Young offered to assist Ms. Bernardo. Mr. Gluesing offered to be liaison to the Charles River Center group home project. Ms. Boulris will be asked to assist Mr. Gluesing. If a parcel of land becomes available for purchase, Mr. Eisenhut will be asked to serve as liaison. Mr. Foster invited the liaisons to the Housing Authority project to a forum on Saturday, December 18th.

Ms. Howard led a discussion on the schedule for project review. The tentative schedule below was set by the Committee:

December 8th – review proposals and vote on eligibility
Liaisons will start to gather additional information
December 17th – Comments/Questions due to Ms. Carey to be provided to liaisons
January 12th – regular meeting, with updates from liaisons
January 26th – possible meeting with presentations from proponents
February 9th – regular meeting, possible presentations from proponents
CPC representatives will meet with Board of Selectmen and Finance Committee for questions
March 9th – public hearing, possible vote
March 16th – possible meeting, if votes not taken at 3/9 meeting
Board of Selectmen and Finance Committee will vote prior to Town Meeting
April 13th – regular meeting
April 25th – League of Women Voters warrant meetings
May 2nd – Town Meeting starts

Adjournment: Mr. Gluesing made a motion to adjourn the meeting at 8:15 PM. Ms. Bernardo seconded the motion. The motion was unanimously approved and the meeting was adjourned at 8:15 PM.

Respectfully submitted,

Patricia M. Carey
Staff Liaison