COMMUNITY PRESERVATION COMMITTEE
TOWN OF NEEDHAM, MASSACHUSETTS

Minutes of Meeting
November 12, 2014

PRESENT: Lita Young - Chair, Gary Crossen – Vice Chair, Robert Boder, Mark Gluesing, Reg Foster, Sam Bass Warner

ABSENT: Mike Retzky, Peter Oehlkers

STAFF: Patricia Carey, Staff Liaison
Kristen Wright, Recording Secretary

Ms. Young called the meeting to order at 7:30 PM in the Highland Room at Town Hall.

Chairman's Updates: Ms. Young reported that she and Ms. Carey met with the Town Manager and Assistant Town Managers to discuss the Administrative Budget on November 5th.

Community Preservation Coalition Updates: Ms. Carey provided an email regarding state funds being distributed to Needham. Needham will receive $566,099.

Review of Process to Review Proposals: Ms. Young started the discussion about the Process to Review all Proposals. The deadline to receive proposals is December 1 and currently no submissions have been presented. Ms. Young believes the Town Manager will present 3 or 4 proposals. Ms. Carey reported that 3 of the proposals will include: fields at Newman, Rosemary Pool project and improvements to Mills Field. The School Department may submit a piano refurbishment request, Mr. Foster reported that no projects are expected from the Housing Authority.

Ms. Young stated the first step is to determine if projects are eligible for CPA funding by a vote of the Committee, and then liaisons are appointed to work with proponents. The CPC will consult with the Selectmen and Finance Committee and hold a public hearing.

Mr. Warner suggested an expedited process for some projects, where they can be viewed in public hearings as they are reviewed, rather than waiting for all to be discussed in one public hearing. Ms. Young suggested that another way to expedite the process is to vote on the proposals at the conclusion of the public hearing. Mr. Gluesing added that there could possibly be two processes; one process for straight forward projects and one for larger projects that require more research. Mr. Gluesing also noted the by-laws require consultation with the Board of Selectmen and Finance Committee prior to the CPC vote. The Committee will continue this discussion after reviewing this year's submissions.

Meeting Schedule: Ms. Young stated the meeting dates will be December 10, January 14, February 11 and March 11 as meeting dates, with the possibility of January 28th if needed. March 11th could be the public hearing.

Update of Prior Approved Projects: Ms. Carey discussed prior approved projects.

- **Historical Commission**: Mr. Boder reported that fifty homes are under study to be added to the Town's historic inventory, with approval of the homeowners. It is hoped that the Town can assist with making the information available on the web.
- **Housing Authority:** Mr. Foster reported that their study is complete, and work is beginning on the review and concepts for future affordable housing projects.
- **Parcel across from Town Hall**: Ms. Carey has had a discussion with a building owner on Chapel Street who is considering rebuilding his parcel with store fronts and affordable homes above those units.
- **Memorial Park Drainage Project**: The project has just begun with the hiring of the consultant.
- **Town Common**: Ms. Carey said that the design project is still under review.
- **Eastman Trails:** The project is designed, but is more expensive than originally estimated, so discussions will continue on how to move forward.
- **Reservoir Trail Project:** A designer has been hired, so the project is in its early stages. The Ridge Hill loop has been designed in-house and the Town is looking to bring in a conservation student corps to do the actual construction.
- **Fuller Trail:** The bids were higher than anticipated, so discussions are underway on how to proceed.

Ms. Young noted that the Town-Wide Facilities Master Plan is just about complete, and the Town Manager will update the list of possible CPC projects based on the plan. Ms. Carey reported that the PPBC will hold a public hearing on the Plan at their November 24th meeting.

Minutes: June 11, 2014: Mr. Warner made a motion to approve the minutes of the June 11, 2014 meeting and the motion was seconded by Mr. Gluesing. The minutes were approved, with five in favor and one abstention.

Adjournment: Mr. Crossen made a motion to adjourn the meeting at 7:50 PM. Mr. Warner seconded the motion and the meeting adjourned at 7:50 PM.

Respectfully submitted,

Kristen Wright
Recording Secretary