

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

**Minutes of Meeting
December 10, 2008**

Present: Paul Siegenthaler – Chairman, Jane Howard – Vice-Chairman,
Janet Bernardo, Jack Cogswell, Mark Gluesing, Brian Nadler,
Sheila Pransky

Absent: John Comando, Bruce Eisenhut

Town Staff: Patricia Carey, Staff Liaison
Nikki Witham, Recording Secretary

Guests: Kate Fitzpatrick- Town Manager, Steve Popper- PPBC, Wendall
Kalsow- McGinley Kalsow & Associates LLP, Doug Manley-
McGinley Kalsow & Associates LLP, George Kent- PPBC

The meeting convened at 7:35 PM in the Newman School Conference Room.

Approval of Minutes: Mr. Nadler made a motion to approve the minutes of the meeting of October 27, 2008. Mr. Cogswell seconded the motion and it was passed.

Chairman's Comments: Mr. Siegenthaler thanked Ms. Carey for the background research she did on the ten projects that have been submitted to the CPC.

Initial Review of Proposals:

FY2009-1 Town Hall Historic Preservation- Town Manager Kate Fitzpatrick, Steve Popper, George Kent, Wendall Kalsow, and Doug Manley were present to give the CPC an update on the Town Hall project. The PPBC can provide an estimate amount at the end of January, but it will still not be the final estimate. Mr. Siegenthaler wants to make sure the figure at Town Meeting is as confident as possible and reminded the CPC that the Committee's role is to make sure that the funds are appropriately spent. Ms. Fitzpatrick assured the Committee there will be a figure for the Town Meeting warrant article, but it will have to be a figure that is able to be reduced down to the final estimate. She informed the Committee that the warrant article will be lengthy as it will note the various funding sources. Mr. Kalsow spent some time reviewing with the Committee the list of architectural questions that Mr. Gluesing had submitted to him. The Committee asked some questions about different features of the building and how the architects chose specifics. The CPC also wants to make sure that the Historical Commission is as involved as possible. Mr. Kent informed the Committee that the Historical Commission has been invited to all the meetings, and presentations have been made to them. Consultants are working with the architects on detail information currently, including

paint choices. Mr. Gluesing asked if there is an alternative to gold leaf for the cupola. Mr. Kalsow told the Committee that once an analysis has been done it will be easier to determine. Mr. Siegenthaler thanked the guests for attending.

FY2009-2 Additional Easement Research to Complement Master Plan for Trails-

The Committee agreed to inquire further with this application. There was some confusion about how to spend the administrative funds and if the Committee should look into a new procedure for using them. Mr. Siegenthaler asked that the topic be put onto the agenda for the next meeting.

FY2009-3 Affordable Housing Consulting Assistance- Mr. Siegenthaler wondered if this project was for general help or for a specific project. A concern was expressed that there is no way to ensure that the money is spent on CPA related issues. Ms. Carey reminded the Committee to give the proponents a chance to come in to speak to about the project if the eligibility decision is leaning towards no.

FY2009-4 Design Funds for All-Person's Trail Around Needham Reservoir- The Committee agreed that this is an eligible CPA project.

FY2009-5 Trails Preservation Coordination- The Committee agreed to seek an opinion from the Community Preservation Coalition on the eligibility of this request.

FY2009-6 Window/Energy Improvements for Six 40 B Housing Units- The Committee agreed to move forward with this project, though there were questions on whether enough funds had been requested.

FY2009-7 High Rock Homes- The Committee agreed that this project is CPA eligible. The Housing Authority is also looking at other funding opportunities.

FY2009-8 Transfer of Funds to Conservation Fund for Future Open Space Purchases- The Committee agreed that this is an eligible CPA project.

FY2009-9 Equipment to Facilitate Trail Preservation- The Committee agreed to seek an opinion from the Community Preservation Coalition.

FY2009-10 Preservation of Open Space-Purchase of Land- There is a parcel of land that is possibly available to be purchased to connect some trails. The proponent may be looking for some funds for the appraisal of the land. Mr. Siegenthaler asked when there might be an amount they are looking to request. The proponents should have the figure by February.

Next Steps: Mr. Siegenthaler and Ms. Carey will develop a set of question for the Community Preservation Coalition about the projects that were earlier discussed. The Committee then chose liaisons for all of the projects. Ms. Howard and Mr. Gluesing will be the liaisons to the Town Hall project. Mr. Cogswell will be the liaison for the Affordable Housing consultant, Trails Coordination, and Trails equipment proposals.

Mr. Comando will be the liaison to the easement proposal. Mr. Eisenhut will be liaison to the Reservoir Trails project. Ms. Bernardo will be liaison to the Charles River ARC request. Mr. Gluesing will be liaison to the High Rock Homes project. Mr. Nadler will be liaison to the Conservation Fund proposal. Ms. Pransky will be liaison to the purchase of open space proposal.

Robert Kuehn Community Preservation Award Application: Ms. Pransky told the Committee that the High Rock Homes project that the CPC funded would be a good choice to submit for the Robert Kuehn Community Preservation Award. She will work with Ms. Carey on the submission.

Other Business: The Committee added an additional meeting date in January. They will meet on the 14th and the 28th of the month. Ms. Howard feels that the Committee should think about moving the application deadline to November 1st or 15th.

Adjournment: Mr. Nadler made a motion to adjourn the meeting at 10:10 PM. Ms. Pransky seconded the motion and the meeting adjourned at 10:10 PM.

Respectfully submitted,

Nikki Witham
Recording Secretary