

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

**Minutes of Meeting
November 9, 2011**

Present: Mark Gluesing – Chairman, Janet Carter Bernardo – Vice Chair,
Sam Bass-Warner, Carol Boulris, Reg Foster

Absent: Jane Howard, Mike Retzky, Lita Young

Town Staff: Patricia Carey, Staff Liaison
Nicole DiCicco, Recording Secretary

The meeting convened at 7:35 PM in the Chestnut Conference Room located in the Public Services Administration Building (PSAB).

Review and Acceptance of Minutes of Meetings – October 12, 2011: Ms. Carey was away at a conference and was unable to proof the October meeting minutes for this meeting. They will be reviewed at the December meeting.

Chairman Update: Bruce Eisenhut has stepped down as representative of the Planning Board and Mr. Gluesing introduced Sam Bass-Warner to the Committee who will be Mr. Eisenhut's replacement in the interim. Because of Mr. Eisenhut's schedule, CPC had decided on the second Wednesday of each month at 7:30PM for their meeting time. Now that Mr. Eisenhut is no longer a Committee member, Ms. Carey offered several different meeting days, locations and times, but it was decided to keep the schedule the same. The Needham Historical Society has been the only project application received at this time. After a conversation with Town Counsel David Tobin, Mr. Gluesing explained that the three Committee members who are also board members of the Historical Society will not be able to partake in the conversations regarding or any votes made because of the Historical Society's or any competitive applications for Historic Preservation funds. With so many Committee members excluded from these application decisions and because the Town Moderator still needs to fill a vacancy on the Committee, all the other CPC members must be present at every meeting in order to have a quorum and discuss or make decisions on these projects from this point on.

CPA Legislation Update: With no current update on the status of the bill Mr. Gluesing asked the House Ways and Means Committee if they could estimate a timeline for the bill, but there is no projected date. Ms. Carey felt that it is the casino bill holding the CPA legislation back because they are now tied together.

Project Update: Town Hall is now down to its final "punch list". The maps and preserved furniture are all complete. The paper items from the time capsule are still underway.

The Needham Housing Authority is still struggling with new rules instated by the Department of Housing and Community Development (DCHD) and there is still no consultant hired. Also slowing down this process is a complete turnover of the Housing Commission and hiring of a new Housing Director. Once everyone is settled on their new positions he expects this project to begin moving forward.

Mr. Gluesing spoke with the Charles River Center (CRC) who is looking at a property in town with a model of a six person housing unit in mind. Representatives from CRC want to meet with the Committee, who recommended last year that CRC purchase the land in such a situation themselves and then apply to CPC for funding assistance when building the project. Ms. Bernardo has heard a bit about the purchase and believes that it will be far enough forward for CRC to have an application submitted in time for the December 1st deadline.

The Conservation Commission's swamp trail bridge work was completed with an administrative error, leading the entire project having to begin again, from the beginning.

Topics for Future Agendas: After updating Needham's Plan and Application in detail last year, Mr. Gluesing does not feel that this needs to be done again in 2012. Project applications are due on December 1st, so future agendas will need to include time for review of each application.

Schedule for Project Reviews: The Committee decided to continue the review process the same way as the past two years, with a quick approval/ disapproval process giving the applicant an answer within 6 weeks of submission.

During the next meeting on December 14th, liaisons will be assigned projects with non-Historical Society board members taking on all Historical Preservation projects.

Review FY2012-01: Artifact Storage Upgrade – Needham Historical Society:

Removing Historical Society board members per Town Counsel, only three Committee members are present to review and vote on eligibility. Without a quorum, the review of FY2012-01 will need to be added to the December meeting agenda.

Next Meeting: Wednesday, December 14th at 7:30 PM

Adjournment: Ms. Boulris made a motion to adjourn the meeting at 8:05 PM. Mr. Foster seconded the motion. The motion was unanimously approved and the meeting was adjourned at 8:05 PM.

Respectfully submitted,

Nicole DiCicco
Recording Secretary