COMMUNITY PRESERVATION COMMITTEE
TOWN OF NEEDHAM, MASSACHUSETTS

Minutes of Meeting
February 13, 2008

Present:	Paul Siegenthaler –Chairman, Jane Howard – Vice-Chairman, Janet Bernardo, John Comando, Bruce Eisenhut, Brian Nadler,
Absent:	Sheila Pransky, Sandy Tobin
Town Staff:	Patricia Carey, Staff Liaison Nikki Witham, Recording Secretary

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

Minutes of January 30, 2008: **Ms. Bernardo made a motion to approve the minutes of January 30, 2008 meeting. Mr. Comando seconded the motion and it was unanimously passed.**

Chairman's Comments: The Moderator is still searching for an appointee to the Committee. Mr. Siegenthaler created a timeline of things that need to be done by the Committee leading up to Town Meeting. The members thought the handout was very helpful and were appreciative to Mr. Siegenthaler for taking the time to create it.

Review of Proposals: **FY2008-2Preservation of Historic Hearthstone Farm-** Mr. Eisenhut feels that this project is a good example of what the CPA is intended to do. Mr. Comando asked Ms. Carey if there has been any movement in the negotiations with the McCracken's property. She told the Committee that she hasn't heard anything yet and TPL is still negotiating with them. Mr. Siegenthaler expressed concern about the proponents not asking for enough money. Mr. Comando suggested asking Town Counsel David Tobin for an opinion on the wording of the warrant article. He wonders if they can put in the wording "certain sum" instead of an exact amount, since the numbers are still unclear at this point. Mr. Eisenhut doesn't think that is a good policy for the Committee to do. He feels the Committee should stick to what the proponents are asking for. Ms. Carey reminded the Committee that the Town Manager wrote the warrant articles with assistance of others, including Town Counsel. No members of the Committee requested other information from the proponent at this time. **Mr. Eisenhut made a motion to put a placeholder on the warrant for FY2008-2 at the amount requested from the Open Space Reserve. Mr. Comando seconded the motion and it was passed unanimously.** Mr. Comando also mentioned that the title of the proposal should be changed to include the words acquire and preserve. Ms. Carey will work on that with the Town Manager Kate Fitzpatrick.

FY2008-3 Transfer of Funds to Conservation Fund- Ms. Howard expressed concern about the Trust Fund account. She stated that there are other financial resources such as the reserve fund. Mr. Nadler clarified that the fund isn't set up to acquire land, but its purpose is to act quickly on the due diligence portion of acquiring a piece of land. Mr. Siegenthaler reminded the Committee that if the Conservation Commission did use some of the money for a piece of land, Town Meeting members would still have to vote on the purchase, and if it is voted down the money goes back into the fund. Mr. Siegenthaler feels that there are enough pros and cons to put a placeholder on the warrant. **Mr. Comando made a motion to put a placeholder on the warrant for FY2008-3 at the amount requested from the Open Space Reserve. Mr. Eisenhut seconded the motion. The motion passed with five in favor and one opposed.** Mr. Siegenthaler asked if there were any questions that the Committee wanted the liaison to ask the proponent. Mr. Eisenhut wondered if there were examples from other towns that have a similar fund set up.

FY2008-4 Preservation of Trails/Access to Municipal Land- Mr. Siegenthaler asked if there were any questions about the proposal. Ms. Howard questioned how the kiosks were going to be built. Ms. Bernardo said the Trail Study will be finished by the end of February and that information will include how the kiosks will be built. Mr. Comando asked how the Trails Committee came up with the $5,500. Ms. Bernardo said it was estimated based on the cost for about 500 trail markers and about ten kiosks. She said they will only spend as much as they have and have the option of seeking future funding. **Ms. Howard made a motion to put a placeholder on the warrant for FY2008-4 at the amount requested from the General Fund Reserve. Ms. Bernardo seconded the motion and it was passed unanimously.**

FY2008-5 High Rock Trails- The Committee wondered where this project would be placed on the priority list for the Trails Plan. There was also a concern about any questions that might be raised by abutters. Ms. Howard is concerned that the project came separately from the Trails Plan. She wondered if this proposal should wait until after the houses are built. Mr. Siegenthaler agreed that it would be helpful to have received the project through the Trails Plan. He also noted, though, that it might be best to build the trails when equipment and contractors are already on site. Ms. Carey suggested putting a placeholder on the warrant, to allow for more opportunities to gather information, and work with the proponent on the concerns. Mr. Eisenhut would like to have details more clarified. Mr. Nadler pointed out that the Committee's role is to say whether or not the project is eligible for discussion, and feels it is up to the group to see where it ranks. **Mr. Nadler made a motion to put a placeholder on the warrant for FY2008-5 at the amount requested from the General Fund Reserve. Mr. Eisenhut seconded the motion. The motion passed with five in favor and one opposed.**

Mr. Siegenthaler reminded the Committee they needed to vote on final funding amounts for the article to Appropriate to the Community Preservation Fund. He suggested putting $252,000 into each bucket and 5% into the administrative fund. He thinks it's important to keep the administrative fund going so the Committee has an option to spend it on investigative work if necessary. **Ms. Bernardo made a motion to put $252,000 into each of the reserve funds and to put 5% into the administrative fund. Mr. Comando seconded the motion and it was passed unanimously.**

Discussion FY2008-1 Town Hall Renovation: The Committee had some questions and comments that were briefly discussed. Mr. Eisenhut asked if the Historical Commission would be taking a position on the project proposed by the Town Manager and Selectmen. Ms. Bernardo reminded the Committee that Ms. Tobin had previously said the Historical Commission would be backing whatever option was decided. Mr. Siegenthaler will speak to Ms. Tobin and determine whether the Historical Commission had made a decision, and also find out what other input they might have that would be helpful to the Committee.

Set Meeting Schedule: The Committee scheduled the following meeting dates: March 12th, March 26th, April 16th, and April 30th. They also would like to hold the Public Hearing on April 15th. Ms. Witham and Ms. Carey will work on scheduling the rooms.

Mr. Eisenhut made a motion to adjourn the meeting at 9:10 PM. Mr. Comando seconded the motion and the meeting adjourned at 9:10 PM.

Respectfully submitted,

Nikki Witham
Recording Secretary