

**Community Preservation Committee  
Town of Needham, Massachusetts**

**Report to Town Meeting  
Annual Town Meeting – May 2018**

**Introduction**

In November 2004, the voters of Needham adopted the legislation known as the Massachusetts Community Preservation Act. Since November 2005, the Needham Community Preservation Committee (CPC) has forwarded numerous projects to Town Meeting for final approval, the largest of which is the preservation and reconstruction of Town Hall.

The committee membership is defined by the requirements of the CPA as adopted by Needham. The nine member committee consists of a member of each of the following boards or committees; Planning Board, Conservation Commission, Park Recreation Commission, Historical Commission, Housing Authority, and two members each appointed by the Town Moderator and Board of Selectmen.

A summary of the CPC's FY 2018 activities follows. The members of the CPC welcome input, questions, and attendance at all meetings and public hearings. The Committee generally meets on the 2<sup>nd</sup> Wednesday of the month, and agendas, minutes and the Needham Community Preservation Plan are available on the Town's website at [www.needhamma.gov/CPC](http://www.needhamma.gov/CPC)

**Sources of Available Funds**

**Tax Surcharge Receipts**

Needham residents are currently billed a 2% surcharge on property taxes after the first \$100,000 valuation, as a result of town-wide vote accepting CPA. In FY 2019, it is estimated that Needham will receive \$2,397,000 in property tax surcharges dedicated to CPA, equivalent to the average collected in previous years. The CPA fund also generates revenue from penalties and interest assessed on overdue CPA charges and investment income on the CPA funds in the bank

**State Community Preservation Fund**

Needham receives a distribution from the Massachusetts Community Preservation Trust Fund, and to date, has received \$8,000,101 from this fund. The most recent distribution, in November 2017 was \$368,739, a 17.2% match to local collections, the lowest contribution to date. In October 2006 and 2007, Needham received a 100% match to its local collections, with a combined distribution of \$2,557,108. From October 2008 through December 2016, the distributions ranged from a high of 67.62% to a low of 20.58%. In 2014-2016, the Legislature added funds to the Community Preservation Fund in order to provide additional distributions to communities. The fund has a complex distribution formula based upon the number of communities participating and their

respective local surcharges with 172 communities now participating in CPA, including the City of Boston that approved adoption in November 2016. There is legislation currently under review at the State House for revisions to increase the funding of the MA Community Preservation Trust Fund.

## Fund Balances

State law mandates that, annually, at least 10% of surcharges plus state distribution funds be spent on actual projects, or be allocated for future projects in three specific CPA reserves; Community Housing, Open Space, and Historic Resources. The remainder of the funds, minus funds allocated for administrative expenses, is placed in an Annual Reserve fund, which can only be used for projects in these three areas and/or qualifying recreational projects.

Needham's CPC has elected to target 11% of the estimated receipts for each special reserve to insure staying compliant with the mandate.

As a result of previous appropriations, the reserve balances available for appropriation at the May 2018 Annual Town Meeting, prior to FY2018 contributions, are as follows:

Community Housing:	\$ 1,739,573
Open Space:	\$ 1,104,954
Historic Resources:	\$ 15,820
2018 Annual Reserve:	\$ 341,831
Free Cash:	\$ 1,695,211 (note this balance closes out at the end of the fiscal year)

The unspent 2018 Annual Reserve, and remaining administrative funds and interest must go through the free cash certification process before being returned to the CPA Fund.

The CPC is recommending appropriation of five (5) projects, to be funded at the May 2018 Annual Town Meeting. After subtracting the appropriations for the final five projects, and adding the FY'19 appropriations from Article 31, the balances in the respective funds would be:

Community Housing:	\$ 2,028,573
Open Space:	\$ 883,954
Historic Resources:	\$ 15,820
2019 Annual Reserve:	\$ 1,025,153
<b>TOTAL</b>	<b>\$3,953,500 as of July 1, 2018</b>

Please note the figures above assume that \$82,000 has been appropriated for the FY 2019 administrative expenses. *It does not include the eventual Free Cash funds that will be finalized in late 2018, estimated to be, at a minimum, \$2,042.*

### **Administrative Expenses**

The CPC Administrative Funds may be used to pay for the expenses related to the work of the committee, including office supplies, mailings, legal notices, appraisals, consultant fees, property deposits, as well as the recording secretary's salary and three hours per week for the Staff Liaison's weekly salary. The funds were recently utilized to pay for the addition of conservation restrictions on properties purchased with CPA funds. The Needham CPC is a member of the Massachusetts Community Preservation Coalition and pays annual dues to the association, currently \$4,350. The Coalition provides regular consultation services to the CPC, and monitors and informs member communities on state legislative activity related to the Community Preservation Act.

## **Requested Project Funding**

### **Article 26: Appropriate for Construction – Rosemary Lake Sediment Removal**

The DPW and Town Engineer are requesting \$2,400,000 for the removal of sediment in Rosemary Lake. The Town has been completing projects along Rosemary Brook, improving the quality of water that leads into Rosemary Lake. The next step is to remove the sediment from Rosemary Lake, all which will lead to better water quality downstream, as Rosemary Brook continues through Needham Heights, eventually meeting the Wellesley water lands and then the Charles River. If funded, the project would begin in early fall 2018.

### **Article 27: Appropriate for Trail Improvements – Rosemary Camp Property**

The Park and Recreation Commission is requesting \$50,000 to remove the three existing buildings along the trails at Rosemary Recreation camp property. The main trail head, off of the Rosemary Recreation Complex parking lot, is being rebuilt while the parking lot is rebuilt, and through a prior approved funding source, the bridge crossing the stream will be re-built by the Student Conservation Association. At a later time, a picnic shelter will be added at the camp property.

### **Article 28: Appropriate for Feasibility Study – Emery Grover**

The School Committee requests \$70,000 to study the Emery Grover School Administration Building, listed on the National Register of Historic Places. Review of past studies will be undertaken, to update the project schedule, address temporary staff relocation requirements and to identify any building code changes that will be needed to accommodate the projected use.

### **Article 29: Appropriate for Preservation – Historic Database Project**

The Needham History Center and Museum requests \$25,000 to complete the data entry of artifacts and archives. With prior CPC funding, the Needham History Center and

Museum has been able to rehouse and reorganize their collections and create a collections database. Archival-quality containers have been used for storage, photos have been taken and information uploaded onto a data base system that makes it easier to search and put together exhibit, including web-based exhibits.

**Article 30: Appropriate for Construction – Memorial Park Fieldhouse**

The Trustees of Memorial Park request \$500,000 towards the cost to construct a new fieldhouse at Memorial Park. The new building would continue to provide the same resources as the current building, but in improved rooms. The first floor would be used for athletic field activities, including meeting rooms for teams, concession, storage and field maintenance. The upper floor will continue to have a meeting room and assembly room. The majority of construction funding would come from other Town resources.

**Article 31: Appropriate to Community Preservation Fund**

This article appropriates the estimated FY 2017 CPA receipts.

Administration	\$ 82,000
Annual Reserve	\$ 1,025,153
Community Housing Reserve	\$ 289,000
Historic Resources Reserve*	\$ 0
Open Space Reserve	\$ 289,000

\* The required annual funding or appropriation for Historic Resources is the \$441,494 payment of the debt service, voted on within Article 16.

**Conclusion**

Needham is fortunate to have the use of CPA funds which have funded numerous successful projects for the community. Appreciation is extended to the citizens of Needham and specifically Needham’s Town Meeting members for their support. The Committee thanks Mark Gluesing for his long-term service. The Committee looks forward to FY 2019 and new requests and interest from the residents of the community.

Gary Crossen, Chairman  
Paul Alpert, Vice Chairman  
Robert Boder  
Artie Crocker

Bob Dermody  
Chris Gerstel  
Peter Pingitore