

**Town of Hamilton
Community Preservation Committee
September 8, 2011 Minutes**

Attendees

The meeting was held on the second floor of Town Hall with the following Committee members in attendance: Ed Howard, Leigh Keyser, Jay Butler, Ray Whipple, and Ben Ricker. Christine Berry as CPC Coordinator was also present. With a quorum of CPC members present the meeting was called to order at 7:42pm

Acceptance of Meeting Minutes from August 11th CPC Meeting

The minutes from the August 11th CPC meeting were accepted.

Donovan Debt Financing Approval

Christine provided a copy of a memo that she prepared which authorizes the CPA payment of the Donovan debt payment for fiscal year 2012. The memo is addressed to Cheryl Booth, Treasurer/Tax Collector. The payments outlined on the memo are as follows:

To be paid on 11/15/2011, and included on the 11/05/2011 warrant:
\$6,247.50 (Interest)

To be paid on 5/15/2012, and included on the 05/05/2012 warrant:
\$46,000.00 (Principle) and \$4,950.00 (Interest) totaling \$50,950.00

The total payment for Fiscal Year 2012 being \$56,837.50

The payments were authorized at the October 2010 Special Town Meeting. A motion was made and seconded for the CPC's approval of the memo that Christine prepared authorizing the bond debt payments for the Donovan property acquisition for FY12. The motion was approved unanimously without discussion.

Payment Approval Authority to Coordinator

In the normal course of business, Christine works with Deborah Mena, Finance Director, to review and approve all CPA-related bills and invoices. Deborah advised that the Committee should vote each fiscal year to give Christine authorization to do so on the CPC's behalf. The alternative would be for all bills to come before the Committee for their vote to approve payment each month.

The Committee voted to authorize Christine to continue her review and approval of CPA payments in concert with the Finance Department.

New Business

Model T Building Update

Ed Howard began a discussion of the Model T building. Ed suggested that it would be helpful to review the history of the building. Ed reported that the Town Manager suggested at a recent Board of Selectmen meeting that perhaps the Model T

building is not needed. The Model T building was originally built by Engine Company #1. In order to construct the new Public Safety Building (PSB), the original Model T building had to be demolished. The Engine Company was told a new building would be constructed as part of the PSB project. Due to cost overruns, the Model T building was never built. In FY08, the CPC approved \$35,000 to construct a new Model T building. Ed inquired whether anyone knew if the PSB Committee is still in existence?

Christine has been trying to push the project along. She had prepared a powerpoint presentation and a memo for the Town Manager and the Selectmen. It does not appear that Chief Stevens is pushing the project.

Jay Butler said that he has been thinking that he would make a motion to cancel the project towards the end of the calendar year. He does not feel that a project, stalled as long as this one, is a good reflection. Ed suggested the CPC authorize him to discuss the project with the Selectmen. Ray noted that the agreement was made with the Engine Company. Ray said the CPC voted to recommend the project, and Town Meeting authorized it. He feels it's out of the Selectmen's hands. Christine stated that the question she posed to the Selectmen was regarding the location of the building. It was suggested that Kirby Brandt be brought into the discussion. Ray said that we should not go back on an agreement the Town made with the Engine Company. Tom Catalano has provided good input into the design of the building. Ray agreed to speak with Kirby about the project.

Function of Committee

Jay noted an exchange of emails some time ago among the Committee stating whether the CPC was policy-making or a committee that would simply approve projects. Jay said it would seem that we have absolute control over projects that go before Town Meeting. Jay thought the emails seemed to state otherwise, but that we do have the power. The CPC has not rubber-stamped all projects that qualify for CPC. Christine stated that the CPA legislation is states that the CPC makes "recommendations to the governing body" for those projects it supports. Ray noted that the CPC has also discussed whether they would both propose and solicit projects. He stated that the Committee has done a little bit or both. Christine stated that you could go town by town and find CPCs that operate both of those ways. Ed said that he believes the CPC is one of the most powerful committees in the Town. Jay and Ray agreed. Many projects have been funded by the CPA that the Town would have had to fund otherwise.

Historic District Signs

Ed asked for an update on the Historic District signs. Tom reported previously to Christine that he bid out the project for bronze, but that the two quotes came back too high, and that he planned to re-bid the project.

Meeting Adjournment

At approximately 8:45pm, Ed Howard moved that the CPC adjourn. The motion was seconded was Leigh Keyser. The vote was unanimous.