

**Town of Hamilton
Community Preservation Committee
July 10, 2008**

Attendees

The meeting was held in the Memorial Room of Town Hall with the following Committee members in attendance: Dave Carey, Chris Davis, Leigh Keyser, Ray Whipple, Peter Dana, Peter Clark, and Peter Britton. A quorum was present. Christine Berry as CPC Coordinator and Bob Bullivant as Finance Committee liaison were also present.

Approval of Meeting Minutes

The minutes from the April 10th and May 8th meeting were approved.

Community Preservation Plan Next Steps

Further CPC comments – The Committee agreed to send Christine any final comments they have on the plan by July 17th. Christine will re-circulate the plan again tomorrow so that everyone has the latest draft.

Circulate amongst boards – Christine will incorporate CPC comments and circulate the Plan to all Town Boards, Committees, and Staff on July 21st. It was suggested that a cover letter be included explaining the purpose of the plan and what the CPC hopes to receive back from others. Christine will draft a cover letter for the CPC to review. Comments from Boards will be due by August 22nd.

Schedule Public Hearing – It was suggested that the Public Hearing be scheduled in advance of the CPA FY2010 application deadline of October 1st. As such, the date chosen for the Public Hearing was September 11th, which is the CPC's regularly scheduled September meeting. Christine will post public hearing notices and ask Marissa to post a notice and the plan on the Town's website as the date gets closer.

CPA Completed Project Close-Outs

Christine provided the Committee with an update on all active CPA projects, how much funding has been spent to date, and which projects have been completed. She asked that the Committee formally vote to close-out all completed CPA projects and to allow all unspent completed project funds to flow back into the appropriate CPA reserve.

The Committee voted to close out the following completed projects and place the remaining funds into the appropriate CPA reserve account:

FY07

Old-Library Re-use Study - \$100.00 remaining funds

Patton Park Field Re-grading - \$635.62 remaining funds

FY08

MA Conservation Mapping Assistance Program - \$76.01 remaining funds

HW Community House Portico Repair Design - \$0 remaining

Conservation of Historic Documents - \$0 remaining

Pleasant Pond Landscape Improvement Plan - \$0 remaining

Gathering Places (picnic tables, trash bins, bike racks) - \$0 remaining

Energy Audit for Town Hall - \$1,360.00 remaining funds

Funding for all other outstanding projects will be re-encumbered.

The Committee briefly reviewed the uncompleted projects. The renovations to the Hamilton Housing Authority continue to be held up. Dave Carey will ask Brad Hill if he can do anything to move the project along. The Committee asked Christine to make sure our new DPW Director, John Tomasz, is aware of the funding he has in place for several projects. These include the historic headstone repairs, Masconomet Plaque, and School Street Well Protection. The Woodbury Street path project is moving along very well now. We have worked to address the abutter issues as best as possible. John Tomasz estimates work on the path will begin in September and be completed by late fall/early winter. Christine will follow-up with John Tomasz or Nancy Stevens on the status of the landfill study. Renovations of the bell at the FCCCH will be completed in December. The HWCH portico project will be started either this fall or early spring. The replacement of the flooring at the Senior Center will be started as soon as staff has the time to begin the work. The restoration of Weaver Pond will take place in the winter, if the funding is needed.

CPA FY10 Schedule

The Committee reviewed the proposed schedule that Christine drafted for the FY2010 CPA Application schedule. It was suggested that we move up some of the earlier dates to review applications for eligibility and that we include also include the September 11th Public Hearing date on the schedule. Christine will make the necessary adjustments to the schedule and circulate the updated schedule to the Committee.

CPA Surcharge Exemption Flyer

Christine had drafted a CPA Surcharge Exemption flyer to make sure that eligible residents are aware of the exemptions to the CPA surcharge should they qualify. Dave Carey informed the Committee that Town Hall staff are working on a one-page document that includes all the tax surcharges available to qualifying residents. Christine will check in with Candy to make sure that the CPA surcharge exemption is included in that document.

Next Meeting

The next meeting is scheduled for Thursday, August 14th at 7:30pm in the Memorial Room at Town Hall.

Meeting Adjournment

The meeting was adjourned at approximately 8:45pm.