



TOWN OF WHATELY
Whately, Massachusetts 01093

Community Preservation Committee
Alan Sanderson Jr., Chair

MINUTES

WEDNESDAY, APRIL 12, 2023

by Zoom

Present: Alan Sanderson, Doug Coldwell, Judy Markland, Andrew Ostrowski, Donna Wiley, Catherine Wolkowicz

Absent: Jonathan Edwards

Alan Sanderson called the meeting to order at 5:00 p.m.

The Committee approved minutes from the meeting of March 8, 2023 unanimously.

Judy Markland reviewed the estimate of FY24 CPA available funds (attached below), which has increased slightly due to increased property tax revenues in Whately and another 100% match from the state. The buckets will be 'trued up' to reflect the extra \$12,000 income. Catherine Wolkowicz confirmed that the Housing Trust holds about another \$115K, not including accumulated interest.

After some discussion, Alan opened the public hearing on pending applications at 5:10 p.m. Jenelle Wilkins of Quonquont Farm joined the meeting. In response to a question from Alan, Jenelle reported that Quonquont is hoping to complete restoration of its third historic ceramic-tiled silo before the summer season begins. The roofing will be the last stage of the restoration.

The Committee voted unanimously to recommend a grant of \$27,350 from the CPA Fund Balance to Quonquont LLC for restoration of the silo, contingent on a signed grant agreement including a twenty-year payback requirement should the Secretary of the Interior's Standards for Historic Preservation not be maintained. The recommended grant represents half the projected cost for the restoration project.

The Committee voted unanimously to recommend a grant of \$8,000 to the Dickinson Library from the Budgeted Reserve for restoration of the front porch and re-installation of the center handrail, as described in the Library's revised application of February 2023.

The CPC voted unanimously to recommend a grant of \$11,411.25 from Open Space & Recreation to the Town for its share of the reconstruction of the tennis courts at Frontier Regional High School. This

recommendation is contingent on documentation of a recommendation from the Recreation Commission, which must be received before the Annual Town Meeting's warrants are finalized if the CPC's recommendation is to appear on the warrant.

Following some discussion about the difficulty several Town committees have had in submitting complete and timely applications for funding, the CPC agreed to revise its application form to clarify the requirement of a recommendation from the appropriate town committee and to set a deadline of 60 days after the formal deadline to complete any revisions of the application requested by the CPC and secure the required recommendation. The revised form will include a timeline.

The CPC will hold its next meeting on Wednesday, June 14, at 5 p.m. via Zoom, presuming that any off-cycle applications are received by the June 13 deadline.

Alan adjourned the meeting at 5:45 p.m.

The Community Preservation Committee estimates that fy24 CPA revenues (Whately tax collections during the year and the state match for fy23 collections) will be about \$190,000. Ten percent of this amount must be allocated to the historic preservation, open space and recreation, and community housing reserves respectively. Because of an underestimate of last year's revenues, we are also recommending truing up each of these reserves by allocating an additional \$1200 from next year's revenue. We also recommend allocating \$9500 to the administrative expense reserve.

Estimated FY24 CPA Funds Available

Assumes FY24 CPA revenues of \$190,000 and bucket allocations increased by \$1200 to reflect additional fy23 revenue

	available funds as of 3/1/23	fy24 allocations	total available in fy24
Administrative expenses	\$7,240	\$9,500	9,500
<u>buckets</u>			
Historic preservation	\$274	\$20,200	\$20,474
Open Space & Recreation	\$23,452	\$20,200	\$43,652
Community Housing	\$92,826	\$20,200	\$113,026
Budgeted reserve	\$117,000	\$119,900	\$119,900
CPA fund balance	\$29,157		\$159,157
Total non-expense	\$262,709		\$456,209

*includes \$6000 additional from fy22 state match and an estimated \$7000 rollover from unspent fy23 administrative expenses