

**Town of Kingston
Community Preservation Committee**

**MINUTES
November 9, 2010**

ATTENDANCE

Committee Members Present:

Ken Moalli, Donald Ducharme, Pine duBois, David Gavigan, Marilyn Kozodoy, John LaBrache, Paul Ricci

Committee Members Absent: Craig Dalton, Mat Hamilton

Other Participants: Kathryn Robichau

MEETING OPENED

- Ken Moalli, CPC Chair, opened the meeting of the Community Preservation Committee held on November 9, 2010 at 7:06 p.m. in Room 203 of the Town House in Kingston, MA.

REVIEW OF MINUTES

- Meeting minutes will be reviewed at the next CPC Meeting. Mr. Moalli suggested that future drafts of meeting minutes will be distributed prior to CPC meetings and that any changes to be requested are to be discussed during a meeting and not via email or private conversation. The CPC members agreed.

INVOICES APPROVED

- Upon motion by Mr. Paul Ricci and seconded by Ms. Kozodoy, following discussion and a 7-0-0 vote, it was:

VOTED: to pay the invoice from Plymouth County Registry of Deeds, for the recording of the release of the mortgage for the Hall Property, in the amount of \$75.00.

PROJECT UPDATES

- Holmes/Watson Boatyard.
Ms duBois announced the project is paid and complete. She will review the account to identify if there is a remaining balance.
- Triphammer
The project is in the permitting process. Six out of 9 permits are ready to go. They are seeking funding to address drainage.
- Housing Trust Fund
Mr. Ducharme announced the Affordable House Plan is currently being developed.
- Calista
Mr. LaBrache announced the closing was scheduled for Nov. 15 but will occur a week later. The LAND grant was not awarded. The L. KNIFE stock was sold on Oct. 18 leaving \$200,104 after expenses. Until other financing is in place, they would like to internally borrow \$300,000 from the Town, actual borrowing will take place in January.
- Memorandums. Mr. Moalli read four memorandums. The documents are stored with the CPC documents are the Kingston Town House.
 - From Nancy Howlett, Assistant to the Town Administrator/Board of Selectmen dated October 6, 2010, requesting a list of current contact information for each committee member. The CPC members completed the form included noting their information to be returned to Ms Howlett.
 - From the Recreation Dept., dated October 28, 2010, regarding the CPC Proposal Support and stating the Recreation Dept.'s support of the application from Kingston Youth Sports Organization (KYSO).
 - From the Silver Lake Regional High School, dated October 28, 2010, expressing their interest in working with the JRVSH and the Jones River Landing in restoration of Shiverick Catboats.
 - To Susan Woodworth, Recreation Dept. Director, dated October 25, 2010 regarding the Kingston Historical Commission's concern with the Hall Property and stating that the KHC intends to file a CPA request for funding for an archeological survey of the entire parcel.

FINANCIAL UPDATE

- Mr. LaBrache, CPC Treasurer, distributed two financial sheets: the CPA Projects Status Report and the CPA Fund FY2010 Summary Report for the Period Ending September 30,2010. The documents are stored at the town Treasurer's Office.
- Mr. LaBrache announced that the CPA State Match in October was \$192,919 and 36.65%. The amount is not included in the Summary Report of September 30, 2010. The \$192,919 will not be available until FY2013.
- Mr. LaBrache stated \$652,079.52 of CPA Funds is available to spend this year.
- Mr. Moalli mentioned that the CPC Budget will be on the January agenda.

RANKING FORMS FOR FY2013

- Mr. Ricci explained that he and Ms Kozodoy reviewed the forms and ranking process and presented suggestions to make the process more efficient and less subjective. Discussion among the members followed. Most agreed that an improvement might include removing the 1-5 points system for each questions and using checks instead.
- Discussion also included making the ranking form available to the public (possibly online) to improve transparency. All members agreed that the ranking forms should be available to CPA applicants and should be provided to the FY2012 applicants.
- Several members shared that the current ranking system has produced good results overall, yet they are open to improved efficiency.
- The members continue to consider changes to the ranking forms at a future CPC Meeting.

CPA ARTICLE FOR TOWN MEETING

- Mr. LaBrache expressed that the Town Administrator would like to know if the CPC will submit one article for Annual Town Meeting or several articles (one for each project). He suggested that individual articles be submitted for Town Meeting.

CPA SIGNAGE

- The CPC agreed that CPA signs are needed and should be order soon. Mr. LaBrache will obtain a quote to be discussed, and possibly voted on, at the next CPC Meeting.

WILDLANDS TRUST PRESENTATION

- The Wildlands Trust did not schedule their intended presentation for the CPC. It may be added to a CPC at some time in the future.

COMMUNITY PRESERVATION SECRETARY

- Mr. LaBrache presented to topic of changing the CPC Secretary role to an Executive Secretary role. Wage and Personnel would be responsible for identifying an hourly wage.

CPA APPLICANTS

- 10 applications were received as of the October 31st deadline. Mr. Moalli gave a copy of each application to the CPC members to review prior to the next meeting.
- CPC Liaisons were assigned as follows:
 1. Jones River Village Historical Society Catboat – Ms Kozodoy
 2. Holmes Boatshed Restoration – Mr. Ricci
 3. Hall and Calista Archeological Phase 1 – Ms duBois
 4. Town Wharf Restoration Study– to be assigned a liaison at next CPC Meeting
 5. Calista Farm Community Farm – Mr. Hamilton
 6. Surprise Hose House Restoration – Mr. LaBrache
 7. Hall Property Engineering – Mr. Gavigan

- 8. Triphammer Pavilion– Mr. Moalli
- 9. Bradford House Restoration– Mr. Ducharme
- 10. Hillcrest Road – Mr. Dalton
- The CPC agreed that each applicant will have 30 minutes to present a project during a CPC Meeting and answer questions.
- Schedule of Presentations during CPC Meetings will be as follows:
 - 11/23/10 No applicant presentations. CPC will discuss applications
 - 12/14/10 7:15 pm - Triphammer
7:50 pm - Holmes Boatshed
8:25 pm - Surprise Hose
9:00 pm - Kingston Town Wharf
 - 1/05/11 7:15 pm – Hall and Calista Archeological Survey
7:50 pm – Calista Farm Community Farm
8:25 pm – Hillcrest Road
 - 1/19/11 7:15 pm – Bradford House
7:50 pm – Jones River Village Historical Society Catboat
8:25 pm – Hall Property Engineering
- Site visits will be scheduled at the next CPC Meeting.

NEXT MEETING

- The next CPC Meeting will be held on November 23, 2010. at 7 p.m. in Room 203 at the Kingston Town House.

OPEN FORUM None.

MEETING ADJOURNED

- Upon motion by Mr. Ricci and seconded by Mr. Gavigan and a 7-0-0 vote, it was:

VOTED: to adjourn the meeting at 9:03 p.m.

Respectfully Submitted,
Kathryn Robichau
CPC Secretary