

Community Preservation Committee Meeting
Tuesday, May 16, 2023

Present: CPC Members Robert Levash (Chair), Jenny Russell (Vice Chair), Linda Weld, Ted Carroll, Joseph Duffy, and Tom Callahan; CPC Consultant Kathleen O'Donnell, Esq., Planning Board Member Cheryl Tougias, Sr. Administrative Clerk Julia Getman.

Absent: Wendy Garpow and Peter Jackson (Treasurer).

1. Administrative Items:

The meeting was called to order at 8:22 p.m. in the Cronin Conference Room of Milton Town Hall. Ms. Tougias, a candidate for the CPC on behalf of the Planning Board, asked about roles, responsibilities and time commitments. Mr. Levash provided an overview of the application, budgeting and funding processes for grant recipients, fiscal timelines, the first-round of learning experiences and expectations for the year to come. Community Preservation Coalition statutes were briefly addressed.

The appointment of committee officers was continued to an upcoming meeting. On a motion by Ms. Russell, seconded by Mr. Callahan, the March 15th meeting minutes were approved 6/0/0.

2. Citizens Speak: There were no speakers.

3. Budget Update: Mr. Levash presented a FY2022-FY2024 budget including residential, commercial and state match receipts, which totaled \$1,074,000 for FY24. He said that commercial tax revenues had not been collected in FY23 due to a clerical oversight, for a loss of \$26,205, but that \$28,500 was expected to be received in FY24. Dividing expendable revenue 10% between the three eligible funding categories of Community Housing, Historic Preservation and Open Space & Recreation with 5% for administrative costs left a spending budget of \$104,500.00 each. He said that \$100,000 of unspent funds had been carried over from FY23 and would continue to be held in reserves.

A CPA state-wide bill providing \$30M for CPA communities was discussed, which if passed, would leave each CPA category with \$356,961 (33%). The effects of real estate assessments, tax increases and revenue from new building projects in Milton were discussed with respect to the projected budget, which was considered "conservative." It was suggested that the administrative fund allotment be reevaluated with only \$6,700.00 out of \$91,556.00 having been used in FY23. Ms. O'Donnell, whose salary for legal services is drawn from the administrative budget, suggested that funds be used to conduct surveys. The projected workloads and salaries for Ms. O'Donnell and Ms. Getman were considered. Mr. Levash mentioned plans for a community outreach event at the Forbes House Museum to be paid from the Administrative budget.

4. Update on Town Meeting Articles

Mr. Levash stated that the CPA funding articles 16 (the CPA fiscal budget for FY24) and 17 (recommended projects) were approved at Town Meeting May 2nd. Ms. O'Donnell said she would draft agreements/grants for the approved projects, noting that the FY23 funds would become available on July 1st. The expectations of the applicants, a clear explanation of the use of the funds, who would manage the projects and to whom the monies would be distributed were discussed. It was agreed that Ms. Weld and Ms. Russell would oversee the Historic Preservation agreements, Mr. Duffy and Mr. Carroll the projects involving Parks and Recreation, and Mr. Jackson and Mr. Callahan would involve themselves with housing projects before final legal approval. A timeline of 2-3 years to complete the projects was proposed, with the option of an extension.

5. Forbes House Joint Celebration Event: Committee members decided on Wednesday, June 28th at 6:30 to jointly host a public event at the museum. Potential guest lists, publicity, programming, and advertising were discussed.

6. Sub-Committee on Scoring Applications: the discussion was moved to an upcoming meeting when Mr. Jackson would be present.

7. Round Two Eligibility Applications: Mr. Levash stated that two applications had been received and asked that CPC members communicate with their respective committees to publicize the June 1st due date for the applications. Potential projects that may qualify for CPA funding were discussed.

8. Future Meeting Dates: June 21st and July 19th were confirmed as meeting dates to discuss eligibility applications. September 29th was set as the deadline for final funding applications.

9. Adjourn:

On a motion by Ms. Russell, seconded by Mr. Duffy, the meeting was adjourned at 9:43 p.m.



Robert Levash, Chair