

**MILLIS COMMUNITY PRESERVATION COMMITTEE
MINUTES
MARCH 3, 2016
Room 104 Veterans Memorial Building, 900 Main St., Millis, MA**

The meeting was called to order at 7:30 p.m. by Mr. Nathan Maltinsky, Chair.

Members present: Nathan Maltinsky, Chair
 John Northgraves, Treasurer
 David Baker
 Catherine MacInnes
 James McCaffrey
 Pamela Rheume-Mustard
 Anne Rich

Members absent: Wendy Barry
 Raymond Normandin

Also present: Karen Bouret, representing Board of Selectmen (Application)

**Veterans Memorial Building
Exterior Door Restoration Project Proposal
Board of Selectmen
Karen Bouret**

Ms. Bouret met with the Committee to discuss the funding for the restoration of three sets of exterior doors at the Veterans Memorial Building. She stated that \$450,000.00 was originally appropriated for the VMB Restoration Project which was previously approved. The Town only borrowed \$425,000.00. The cost of the project was \$403,767.14, she said. The balance remaining is \$21,232.86 plus the \$25,000.00 not originally borrowed. The Selectmen are requesting the remaining balance of \$46,232.86 for restoration of the doors. Replacing the front doors which face Rte. 109 and provide a backdrop to the new Veterans War Memorial, and the main entry doors, will ensure that the building will continue to look well maintained, as well as maintaining its architectural integrity, she said.

Ms. Bouret provided some information from Pella Windows and Doors regarding design and costs. No prices were available on the installation yet, she said. She is working on getting two other quotes from other companies.

The original Veterans Memorial Restoration Project was discussed. There was discussion regarding whether or not the remaining funds could be used for the doors. Mr. Maltinsky will contact Stuart Saginor of the Community Preservation Coalition for guidance. The Committee will not vote on the proposal until more financial details and comparable quotes can be provided.

On a motion made by Mr. Northgraves, seconded by Ms. MacInnes, it was voted unanimously (7-0) at 7:55 p.m. to continue the discussion on the proposed project to Thursday, April 7, 2016.

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Other Business:

Policy Discussion

There had been mention of implementing a policy that would require a certain number of meetings be held before a vote on funding approval can take place. A threshold amount of funding was discussed that would trigger such a policy. It was decided unanimously that no such policy is necessary to implement at this time so the CPC can remain flexible in its voting process.

Land Trust Discussion

Ms. Rich asked what the CPC was going to do about a “Land Trust” for the CPC funded properties; specifically the Dewey property. She stated that a Land Trust cannot be set up by the Town – it is a separate entity, she explained. Mr. Maltinsky stated that he had not received a definitive answer on this issue.

Remaining/Unused Project Funds

There was discussion regarding a time frame for completion of approved projects and return of any remaining funds to the CPC accounts. A two-year time limit was discussed.

On a motion made by Mr. Maltinsky, seconded by Mr. Northgraves, it was voted unanimously (7-0), that for all future approvals, there will be a stipulation that the funding must be spent within two years of Town Meeting approval. Any unused/unspent funds will be returned and appropriated back to the original CPC account. The applicant has the right to return to the CPC at a scheduled public meeting and request, in writing, an extension for completion of their project.

CPC Annual Housekeeping Warrant Article

CPC Revenues/Debt

Article ___: To see if the Town will vote to appropriate a sum of money, or reserve a sum of money from the **Community Preservation Fund**, for the Historic Resources Reserve, the Community Housing Reserve, the Open Space Reserve, or the Budgeted Reserve, from annual revenues in the amounts recommended by the Community Preservation Committee, for committee administrative expenses, community preservation projects and/or other expenses in fiscal year 2017, with each item to be considered a separate appropriation; or act in any manner relating thereto.

On a motion made by Mr. John Northgraves, seconded by Ms. Catherine MacInnes, it was voted unanimously (7-0) to make the appropriations and transfers from the Community Preservation Fund as prepared by the Finance Director. Committee Administrative Expenses shall be divided in half between Community Preservation Salaries and Expense accounts.

Signage

Mr. Northgraves provided photos of signs used in a surrounding town recognizing CPC funded projects. On a motion made by Ms. MacInnes, seconded by Mr. McCaffrey, it was voted unanimously (7-0) to authorize Mr. Maltinsky to order/purchase four (or minimum amount required) signs.

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Minutes

On a motion made by Mr. McCaffrey, seconded by Mr. Northgraves, it was voted unanimously to approve the minutes of January 21, 2016, as written.

Adjourn

There being no further discussion and on a motion made by Mr. McCaffrey, seconded by Ms. MacInnes, and voted unanimously, the meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Camille Standley
Department Assistant