



TOWN OF LAKEVILLE MEETING POSTING & AGENDA

*Town Clerk's Time Stamp
received & posted:*

*48-hr notice effective
when time stamped*

Notice of every meeting of a local public body must be filed and time-stamped with the Town Clerk's Office at least 48 hours prior to such meeting (excluding Saturdays, Sundays and legal holidays) and **posted thereafter in accordance with the provisions of the Open Meeting Law, MGL 30A §18-22 (Ch. 28-2009)**. Such notice shall contain a listing of topics the Chair reasonably anticipates will be discussed at the meeting.

Name of Board or Committee:	Community Preservation Committee
Date & Time of Meeting:	March 21, 2024 6:00pm
Location of Meeting:	Lakeville Council on Aging 1 Dear Crossing
Clerk/Board Member posting notice:	Michele MacEachern

Cancelled/Postponed to: _____ (circle one)

Clerk/Board Member Cancelling/Postponing: _____

A G E N D A

Please ask if anyone other than LakeCAM is recording the meeting

- 1. Discuss and possible vote on Memorandum of Understanding**
- 2. Review and Possible vote on Community Preservation Budget recommendation for June 10, 2024 Town Meeting**
- 3. Discuss Recommended Edits to Community Preservation Plan**
- 4. Review and approve meeting minutes February 29, 2024**
- 5. Review remaining Community Preservation Committee meeting dates for 2024**
- 6. Next Meeting Dates March 25, 2024 & April 4, 2024**

Please be aware that this agenda is subject to change. If other issues requiring immediate attention of the Community Preservation Committee arise after the posting of this agenda, they may be addressed at this meeting.



**Town of Lakeville
COMMUNITY PRESERVATION ACT
MUNICIPAL PROJECT
MEMORANDUM OF UNDERSTANDING**

PROJECT NAME: _____

TOWN MEETING FUNDING APPROVAL DATE: _____

PROJECT LOCATION: _____

PROJECT DESCRIPTION:

_____.

This project meets the eligibility requirements of the Community Preservation Act
_____ funding category[ies].

Town of Lakeville Community Preservation funds approved for this project
amount: _____

CONTACT PERSON: _____

Congratulations on your award of Town of Lakeville Community Preservation Act (CPA) funds for **FY2024**. Your work on your application and your cooperation earned the Community Preservation Committee's (CPC) recommendation and a favorable vote at the **Annual** Town Meeting on _____.

The CPC liaison assigned to your project is **[name]**. Please direct all necessary documentation and communication with the Town about this project to your CPC liaison at **[email address]** or **[phone number]**. Send project invoices to both your liaison and to Planning Department Clerk, Cathy Murray, at cmurray@lakevillema.org.

CPA funding for your project is available immediately following execution of this award letter, per the conditions below:

~~1. **Appropriation.** CPA funds in an amount not to exceed \$10,000.00 are to be expended under the direction of CPC liaison for the purpose of **[project name]**. Requests for funds above \$10,000 are approved by a vote of the CPC.~~

Commented [MM1]: CPP, page 21

REQUESTING AWARDED FUNDS

Invoices for work completed or for funds allocated for approved projects shall be submitted and signed by the applicant, accompanied by a Request for Funds form submitted to the Community Preservation Committee for review and processing. Each Request for Funds form must include an updated project status report, original invoices, receipts and canceled checks. Payments will be made directly to the applicant unless the applicant is a Town of Lakeville department. If an invoice has already been paid and requesting reimbursement, include copy of the cancelled check attached to the invoice. If payment is for contracted services, a copy of the fully executed contract shall accompany the request for payment. Additionally, the CPC shall require a detailed report of billable hours, if applicable. State law prohibits reimbursement for sales tax; invoices shall identify and appropriately reflect this. The CPC may appoint the CPA Administrator or authorize the CPC Chair to process certain payments. **Requests for funds above \$10,000 are to be voted on by the Community Preservation Committee.**

Page Break

3.1. Work. Recipient shall complete all the work on the Project as described in the approved Project Application ~~by within 24 months from Town Meeting Approval, unless a different time period for completion is specified in the approved Project Application or in this Memorandum.~~ The recipient may request an extension for good cause and in writing to the CPC. The CPC shall not be required to grant any extension. The CPC may recommend at a subsequent Town Meeting the rescission of any authorized CPA funds remaining unexpended or undocumented ~~at the time for completion of the project after 12 months.~~

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4.2. Disbursement of Funds. ~~Project funds will be disbursed by the Town of Lakeville according to municipal disbursement procedures. A requested disbursement of CPA funds in an amount of \$10,000 or less must be reviewed by the CPC liaison for the project for compliance with project terms before placement on a warrant for payment. Requested fund disbursements in an amount greater than \$10,000 must be reviewed for compliance by the CPC before disbursement.~~ Town departments should submit invoices for any labor and materials one week before the next CPC meeting for approval by the CPC. Request should be submitted on "Project Status Report - Request for Funds" form found in CPP Appendix.

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PROJECT IMPLEMENTATION
Each project recipient is expected to implement the approved project work in accordance with the Grant Agreement or Memorandum of Understanding. Any material changes to the project from what was represented at Town Meeting shall require prior approval from the CPC to ensure that such changes are CPA eligible expenditures and within the scope of the project as approved by Town Meeting. Any appropriated CPA project funds not expended at the completion of the approved work will be returned to the CPA account from where they were appropriated. Unless there is a compelling and documented reason, **projects receiving CPA funds must be completed within 24 months following Town Meeting approval.** The CPC may recommend at a subsequent Town Meeting the rescission of any authorized CPA funds remaining unexpended or undocumented after 12 months.

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5.3. Unexpended Balances. In the event the total cost of the ~~p~~Project is less than the award amount, or if the ~~p~~Project is terminated prior to its completion, any unexpended CPA funds that have been awarded for the ~~p~~Project, as described in its CPA Applications and Town Meeting award, shall be returned to the CPA funds accounts. Additional projects for the same property, building, facility, organization, etc. must submit a separate application.

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6.4. Amendments. ~~No project changes may be made to the Project outside the parameters of what the CPC recommended and Town Meeting approved, as defined herein. Proposed Any significant changes to the pProject as limited herein must be reviewed and approved by shall require the CPC in advance to confirm the change is consistent with the Project. approval. Please contact your CPC liaison to help determine if a what change is significant requires review, and, if necessary, to schedule to meet with the CPC. If a project has already submitted an engineering, architectural, historic inventory, or similar plan describing phases of work with its original application, the CPC will consider an amendment to apply an unexpended balance to the next phase of a plan it has already reviewed.~~ Requests for review of project changes amendments must be submitted one week before the CPC meeting, must be in writing, and must include any additional project narrative, scope of work, estimates, budget, other funding, maps, plans, etc. The CPC shall not be required to approve a project change grant an amendment. ~~No project changes may be made outside the parameters of what the CPC recommended and Town Meeting approved~~

REQUESTING AWARDED FUNDS
Invoices for work completed or for funds allocated for approved projects shall be submitted and signed by the applicant, accompanied by a **Request for Funds form submitted to the Community Preservation Committee for review and processing.** Each Request for Funds form must include an updated project status report, original invoices, receipts and canceled checks. Payments will be made directly to the applicant unless the applicant is a Town of Lakeville department. If an invoice has already been paid and requesting reimbursement, include copy of the cancelled check attached to the invoice. If payment is for contracted services, a copy of the fully executed contract shall accompany the request for payment. Additionally, the CPC shall require a detailed report of billable hours, if applicable. State law prohibits reimbursement for sales tax; invoices shall identify and appropriately reflect this. The CPC may appoint the CPA Administrator or authorize the CPC Chair to process certain payments. Requests for funds above \$10,000 are to be voted on by the Community Preservation Committee.

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7.5. Maintenance. Recipient shall maintain the improvements of this ~~p~~Project, as described in the application, in good condition for ~~a the expected life of the improvements, period of ten (10) years from the date the Recipient signs this award letter. If Recipient fails to maintain the improvements in good condition during the ten-year period, and such failure to do so may impact consideration of future funding applications and may result in a demand for allocation~~

~~of Town funds persists for a period of six (6) months after written notice from the CPC, the Town shall return the funds to the CPA purposes to replace misused funds, within seven (7) months after the date of the written notice.~~

8.6. Historic Awards. Any work to a historical asset must adhere to the Secretary of The Interiors' Standards for the Treatment of Historic Properties.

9.7. Completion. Upon full completion of the ~~P~~project, you must certify completion in writing to your CPC liaison. Once your certification is received, your project account will be closed, and no further funds shall be available for this project.

10.8. Acknowledgement. The grant recipient shall credit the source of funding in written materials ~~and a sign at the project location stating, "This project has been supported by the Town of Lakeville Community Preservation Fund." The grant recipient is responsible to pay for said required permanent signage. A CPA sign shall be displayed on the property on a case-by-case basis, as determined by the CPC.~~ If possible, the grant recipient shall also submit a letter to the *Nemasket Week* and/or online media platform detailing how the funds have benefited your project.

11.9. Sign. ~~The As stated in the CPP, grantee shall s are required to~~ place a temporary sign in front of the ~~p~~Project during construction crediting the Lakeville Community Preservation Act Fund. A temporary sign can be ordered by contacting your CPC liaison. The CPC may further request a grantee to place a sign a CPA sign shall be displayed on the property on a case-by-case basis, as determined by the CPC, and can be ordered by contacting your CPC liaison at the Project location upon completion of the Project stating: "This project has been supported by the Town of Lakeville Community Preservation Fund." The grant recipient is responsible to pay for a permanent sign.

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12.10. Reporting. The Community Preservation Committee requests quarterly progress reports for the length of the ~~p~~Project to be submitted to your CPC liaison, beginning within 90 days of execution of this award letter. At minimum, these reports should include the following:

- A. Status of project milestones, including dates
- B. Expenses to date
- C. Expected date of completion

13.11. Compliance. All applicable state purchasing, procurement, and ethics regulations, local bylaws, and Town financial policies must be met.

14.12. Confirmation of Terms. The CPC liaison shall verify that the conditions of this award letter have been met. For general questions, please contact your CPC liaison. Finally, please sign and return this acceptance form. Thank you for working in partnership with the CPC to preserve and improve the community of Lakeville.

Sincerely yours,

_____, Chair
Lakeville Community Preservation Committee

I, _____, agree to the terms as stated above as a recipient of the
Town of Lakeville Community Preservation Act (CPA) funds for **FY2024**.

[Name of Applicant] Date

DRAFT



**Town of Lakeville
COMMUNITY PRESERVATION ACT
MUNICIPAL PROJECT
MEMORANDUM OF UNDERSTANDING**

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TOWN MEETING FUNDING APPROVAL DATE: _____

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- 4. Amendments.** No changes may be made to the Project outside the parameters of what the CPC recommended and Town Meeting approved, as defined herein. Proposed changes to the Project must be reviewed and approved by the CPC in advance to confirm the change is consistent with the Project. Please contact your CPC liaison to help determine if a change requires review, and, if necessary, to schedule to meet with the CPC. Requests for review of project changes must be submitted one week before the CPC meeting, must be in writing, and must include any additional project narrative, scope of work, estimates, budget, other funding, maps, plans, etc. The CPC shall not be required to approve a project change.
- 5. Maintenance.** Recipient shall maintain the improvements of this Project, as described in the application, in good condition for the expected life of the improvements. Failure to do so may impact consideration of future funding applications and may result in a demand for allocation of Town funds to CPA purposes to replace misused funds.
- 6. Historic Awards.** Any work to a historical asset must adhere to the Secretary of The Interiors’ Standards for the Treatment of Historic Properties.
- 7. Completion.** Upon full completion of the Project, you must certify completion in writing to your CPC liaison. Once your certification is received, your project account will be closed, and no further funds shall be available for this project.

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11. **Compliance.** All applicable state purchasing, procurement, and ethics regulations, local bylaws, and Town financial policies must be met.
12. **Confirmation of Terms.** The CPC liaison shall verify that the conditions of this award letter have been met. For general questions, please contact your CPC liaison. Finally, please sign and return this acceptance form. Thank you for working in partnership with the CPC to preserve and improve the community of Lakeville.

Sincerely yours,

_____, Chair
 Lakeville Community Preservation Committee

I, _____, agree to the terms as stated above as a recipient of the Town of Lakeville Community Preservation Act (CPA) funds for **FY2024**.

[Name of Applicant]

 Date

Town of Lakeville
Annual Town Meeting
Monday, June 10, 2024

ARTICLE ___: To see if the Town will vote to appropriate or reserve from the Community Preservation Fund annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in fiscal year 2025, as shown below, with each item to be considered a separate appropriation:

Appropriations:

From FY2025 estimated revenues for Community Administrative Expenses \$8,250

Reserves:

From FY2025 estimated revenues for Historic Resources Reserve \$27,500

From FY2025 estimated revenues for Community Housing Reserve \$27,500

From FY2025 estimated revenues for Open Space Reserve \$27,500

From FY2025 estimated revenues for Budgeted Reserve \$184,250

Or take any other action relative thereto.

Proposed by the Community Preservation Committee

A second proposal to reduce the surcharge was made at the October 24, 2011, Special Town Meeting, Article 18. The vote was 113 in the affirmative and 89 in the negative to approve the article. The ballot question, at the annual Town Election on May 7, 2012, however, was defeated by a vote of 314 in favor and 326 opposed.

In winter, 2019, another Citizens’ Petition was filed with the Board of Selectmen, proposing that the surcharge be reduced to 0.5% percent of the tax bill. The petition was placed on the April 29, 2019 Annual Town Meeting as Article 30, and it was not approved by Town Meeting voters.

CPA SURCHARGE EXEMPTIONS

There are two surcharge exemptions available in West Newbury. There is an automatic exemption of the first \$100,000 of residential property value in calculation of the CPA surcharge. An additional exemption is available to low-income residents. This must be applied for annually. The application and requirements for exemptions are available here:

https://www.wnewbury.org/sites/g/files/vyhlf1436/f/uploads/cpa_application.pdf

Table 2 shows the annual number of exemptions granted and the total value.

Table 2 - ANNUAL EXEMPTION TOTALS		
Levy Year (Fiscal Year)	Total Exemption Value	Number of Exemptions
2007	\$ 2,639	23
2008	\$ 2,641	37
2009	\$ 1,919	35
2010	\$ 2,931	36
2011	\$ 3,025	40
2012	\$ 3,230	42
2013	\$ 4,275	40
2014	\$ 3,903	68
2015	\$ 4,780	65
2016	\$ 4,140	59
2017	\$ 3,392	59
2018	\$ 4,066	58
2019	\$ 4,962	58
2020	\$ 4,197	52
2021	\$ 3,357	37
2022	\$4,890	16
Source: Town of West Newbury Assessors’ Office		

CPA FUND REVENUES

By maintaining the CPA surcharge at 3%, West Newbury has maximized its own contributions as well as interest and state matching funds. Table 3 shows the total annual revenues from West Newbury’s participation in the CPA program.

Table 3 - CPA FUND REVENUES						
Fiscal Year	Surcharge Paid	Tax Liens Redeemed	Interest (Earnings on Investments)	State Match	Match as Percentage of Surcharge	Total Annual Revenues
2007	\$211,064		\$326	\$211,064	100%	\$422,454
2008	\$218,618	\$660	\$8,747	\$218,618	100%	\$446,643
2009	\$224,587	\$1,342	\$7,762	\$157,651	70%	\$391,342
2010	\$228,541	\$1,409	\$9,419	\$124,342	54%	\$363,711
2011	\$231,687	\$1,859	\$16,277	\$124,485	54%	\$374,308
2012	\$241,082	\$1,106	\$10,745	\$128,859	53%	\$381,792
2013	\$257,183	\$738	\$5,852	\$257,183	100%	\$520,956
2014	\$264,383	\$1,719	\$5,271	\$166,120	63%	\$437,493
2015	\$276,272	\$51	\$13,515	\$161,754	59%	\$451,592
2016	\$290,814	\$456	\$16,890	\$118,749	41%	\$426,909
2017	\$299,086	\$105	\$12,826	\$102,706	34%	\$414,723
2018	\$307,544	\$301	\$12,512	\$130,888	43%	\$451,245
2019	\$329,218	\$568	\$24,832	\$169,258	51%	\$523,876
2020	\$340,652	\$2,196	\$28,726	\$211,929	62%	\$583,503
2021	\$359,959	\$2,542	\$8,525	\$342,531	85%	\$677,917
2022	\$371,423	\$1,701	\$3,929	\$310,408	85%	\$681,831
Total	\$4,452,113	\$16,753	\$186,154	\$2,936,545		\$7,550,295
Source: Town of West Newbury Finance Department						

Appendix A - CPA FUND BALANCES							
	Community Housing	Historic Preservation	Open Space and Recreation	Un-Designated		Admin Expenses	Reserve
FYE 2019 Fund Balance	\$239,813	\$100,534	\$107,142	\$1,416,420		\$13,543	\$259,987
FYE 2020 Fund Balance	\$295,554	\$252,314	\$0	\$1,092,262		\$17,858	\$267,581
FYE 2021 Fund Balance	\$324,219	\$104,267	\$43,240	\$1,358,306		\$10,322	\$281,060
FY2022 as of 12/31/22 Fund Balance	\$100,648	\$162,100	\$70,648	\$1,205,517		\$24,653	\$373,160
<p>Source: FYE Ledger – Town Accountant</p>							

Appendix B - COMMUNITY HOUSING CPA PROJECTS APPROVED BY TOWN MEETING DECEMBER 2021				
Title of Project	TM Date and Article	Amount Funded	Amount Expended	Status
Housing Production Plan	ATM 4/2009 #14	\$ 15,000	\$ 9,600	Completed
Housing Authority Roof, 379 Main Street	STM 10/2015 #3	\$250,000	\$237,784	Completed
Housing Authority Kitchen and Bath Modernization, Hills and Boynton Courts	STM 11/2019 #8	\$363,367	\$363,367	Completed
TOTAL		\$628,367	\$610,751	

Appendix C - HISTORIC PRESERVATION CPA PROJECTS APPROVED BY TOWN MEETING DECEMBER 2021				
Title of Project	TM Date and Article	Amount Funded	Amount Expended	Status
Records Storage Facility	ATM 4/2009 #12	\$43,243	\$ 41,032	Completed
Rehab Shoe Shop	ATM 4/2009 #13	\$ 7,500	\$ 7,500	Completed
Preserve/Bind Town Reports	STM 10/2009 #10	\$ 25,000	\$15,342	Completed
Town Hall Roof	ATM 4/2010 #14	\$ 35,000	\$ 34,962	Completed
1910 Building Boiler	STM 10/2011 #12	\$ 18,500	\$ 18,500	Completed
Pipestave Hill Building Roof	STM 10/2011 #13	\$ 16,320	\$ 11,302	Completed
GAR Memorial Library Improvements	STM 10/2011 #14	\$163,000	\$161,947	Completed
Page School Improvements	ATM 4/2012 #8	\$745,000	\$745,000	Completed
Mill Pond Building Roof	STM 4/2013 #11	\$ 14,200	\$ 13,807	Completed
GAR Memorial Library New Windows	STM 4/2014 #8	\$112,000	\$75,394	Completed
Page School Floors, Stairwells, HVAC	STM 4/2014 #10	\$538,000	\$538,000	Completed
Stabilization of the Charles L. Carr Post	STM 4/2015 #17	\$99,905	\$75,544	Completed
Page School HVAC (additional)	STM 10/2015 #2	\$200,000	\$172,746	Completed
Digital Imaging of Historical Reports and Records	STM 4/2016 #12	\$11,000	\$11,000	Completed
G.A.R. Memorial Library Sidewalk Renovation	STM 4/2016 #13	\$15,000	\$14,975	Completed
Historic Sites Survey, Phase I	STM 10/2016 #9	\$25,000	\$25,000	Completed
Page School Emergency Generator	STM 4/2018 #2	\$200,000	\$122,261	Completed
Historic Sites Survey, Phase II	STM 4/2019 #2	\$25,000	\$4,320	Completed
G.A.R. Memorial Library, ADA Compliant Access Walkway	STM 4/2019 #3	\$17,000	0	Withdrawn
Historic Marker, Julian D. Steele	STM 11/2019 #9	\$600.00	\$175	Completed
Carr Post/Soldiers and Sailors Memorial Building	STM 11/2019 #10	\$250,000	\$65,128	In Process

Appendix C - HISTORIC PRESERVATION CPA PROJECTS APPROVED BY TOWN MEETING DECEMBER 2021				
Title of Project	TM Date and Article	Amount Funded	Amount Expended	Status
Carr Post/Soldiers and Sailors Memorial Building*	STM 11/2019 #10	\$1,250,000		In Process
CPC Bond Budgeted Debt Service	ATM 6/2020 #14	\$85,000		In Process
Paint Town Hall/Restoration	STM 5/2021 #3	\$104,850	0	In Process
Historic Site Survey Phase III	ATM 5/2021 #12	\$25,000	0	In Process
Almshouse Cemetery Scan	STM 10/2022 #12	\$2,500	\$2,045.00	Completed
TOTAL		\$4,028,618	\$2,155,980	

*To be bonded over a 20-year period

Appendix D - OPEN SPACE/RECREATION CPA PROJECTS APPROVED BY TOWN MEETING DECEMBER 2021				
Title of Project	TM Date and Article	Amount Funded	Amount Expended	Status
Indian River Bridge & Coffin Street Trail Boardwalk	STM 4/2013 #10	\$ 40,100	\$23,010	Completed
Riverbend Trails SCA Services	STM 4/2014 #12	\$7,000	\$7,000	Completed
Purchase of a Conservation Restriction Map R-17, Parcel 10	STM 4/2014 #13	\$25,000	\$25,000	Completed
Action Cove, Preservation/Rehabilitation Phase I	STM 4/2016 #14	\$25,000	\$25,000	Completed
Action Cove, Preservation/Rehabilitation Phase II	STM 4/2017 #8	\$25,000	\$25,000	Completed
Brown Spring Farm, Agricultural Preservation Restriction	STM 4/2019 #4	\$200,000	\$200,000	Completed
River Road Conservation Restriction	STM 4/2019 #5	\$75,000	\$75,000	Completed
Page School Playground	STM 6/2020 #2	\$462,857	\$224,302	Completed
Artichoke River Woods Land Restriction	ATM 6/2020 #13	\$175,000	\$175,000	Completed
Whetstone Greenway Trail	STM 5/2021 #4	\$30,000		In Process
Mill Pond Trail	ATM 5/2021 #13	\$30,000		In Process
Coffin Street Land Acquisition	ATM 5/2021 #14	\$175,000	\$175,000	Completed
TOTAL		\$1,269,957	\$954,312	

Appendix E – MULTIPLE CPA PROJECTS AT ONE LOCATION DECEMBER 2021			
Location	Project	Amount Funded	Amount Expended
G.A.R. Memorial Library	Improvements	\$163,000	\$161,947
	New Windows	\$112,000	\$75,394
	Sidewalk Renovation/Restoration	\$ 15,000	\$14,975
	ADA Compliant Walkway (withdrawn)	\$ 17,000	
	TOTAL		\$252,316
Page School	Improvements	\$745,000	\$745,000
	Floors, Stairwells, HVAC	\$538,000	\$538,000
	HVAC (additional)	\$200,000	\$172,746
	Emergency Generator	\$200,000	\$120,365
	TOTAL		\$1,576,111
Indian River Bridge & Coffin Street Trail, Boardwalk	Create trails, bridge, boardwalk	\$40,100 *Offset by SCA Services below	\$23,010
	SCA Services for same	\$ 7,000	\$7,000
	TOTAL		\$30,010
Town Office Building	Records Storage Facility	\$ 43,243	\$41,032
	New Boiler	\$ 18,500	\$18,500
	TOTAL		\$59,532
Carr Post	Critical Stabilization	\$99,905	\$75,544
	Preservation and Restoration	\$1,500,000	
	TOTAL		\$75,544
Action Cove Phase I	Preservation/Rehabilitation	\$25,000	\$25,000
Action Cove Phase II	Preservation/Rehabilitation	\$25,000	\$25,000
	TOTAL		\$50,000

TOWN OF LAKEVILLE

Community Preservation Committee Meeting Minutes February 29, 2024

On February 29, 2024, the Community Preservation Committee held a meeting at 6:30 PM at the Lakeville Police Station, 323 Bedford St. The meeting was called to order at 6:30 PM by Chairman Michele MacEachern. Community Preservation Committee Members present were Chairman Michele MacEachern, Kathleen Barrack, Paula Houle, Amy Knox, Nancy LaFave, John Lucey, Barbara Standish, Susan Spieler, and Nancy Yeatts. Also, present Cathy Murray, Planning Department Clerk; Christina Cotsoridis, Assistant to the Town Administrator, Melisa Turcotte and Brynna Donahue from Parks Commission. LakeCAM was recording the meeting for broadcast.

Melissa Turcotte from the Parks Commission opened their joint meeting at 6:31 pm.

Missing records of May 2, 2023 meeting discussion/possible vote

S. Spieler reported that the May 2, 2023, meeting held at the Council on Aging was recorded with a handheld recorder. However, for technical reasons the meeting was not taped, and no motions or votes were recorded. It was advised by the Town Clerk to write a minutes report and any agenda items that were voted on would need to be voted on again at this meeting. The general evaluation criteria, and the Step 1 and 2 applications were presented and voted on at the May meeting, however, the motions and votes were not recorded.

A motion was made by S. Spieler and seconded by A. Knox, it was:

VOTED: to accept the May 2, 2023 minute detail and two documents

M. MacEachern-aye; K. Barrack-aye; A. Knox-aye; N. LaFave-aye; J. Lucey-aye; B. Standish-aye; S. Spieler-aye; N. Yeatts-aye; P. Houle abstain.

Review/possible vote on estimates for CPC project signs

B. Standish presented the information on CPA sign design for upcoming projects. The committee discussed the different options and color schemes.

A motion was made by N. LaFave, seconded by S. Spieler, it was:

VOTED: to approve four signs 36x24 with white lettering "Your Community Preservation Act Dollars at Work"
Unanimous

J. Lucey suggested that in the Memorandum of Understanding and Grant Agreement language, to include requiring the grant recipient to install the sign and return as part of the agreement.

Budget Report for February

Budget Report – N. Yeatts reported that she met with Todd Hassett, the town Accountant, and he added some explanations to the report to make it easier to understand. The line CPA surcharge revenue of \$1202 is what came in late last year. The next line is \$225,000 is estimated of what will be taken in and added \$20,000 estimated state match and \$500 interest earnings. Year expended at the top the amount \$173,631 has been taken in to date, penalty and interest on surcharge is \$956, and state match was \$46,812 and earnings on investment aren't added in until June 30th. The amount collected so far is 89.9% of what was estimated at town meeting. \$152,152 is what is left over from last year as undesignated fund balance and percentage of each category as a running total will be added to the next report.

Review and Approve Meeting Minutes February 1, 2024 and (Revised) January 18, 2023

A motion was made by J. Lucey and seconded by A. Knox, it was:

VOTED: to accept the meeting minutes of February 1, 2024

Unanimous

S. Spieler stated the January 18, 2023 minutes were amended to include who made motions and votes since this was done on a recorder and the person doing the transcription at that time didn't know who was speaking.

A motion was made by J. Lucey and seconded by S. Spieler, it was:

VOTED: to accept the revised minutes of January 18, 2023

P. Houle – abstain, 8 voted aye.

New Business

2025 CPC Budget for Town Meeting

N. Yeatts has been in communication with Todd Hassett, Town Accountant, and he offered to draft the estimated CPA budget to be presented at Town Meeting. It was discussed to decrease the administrative percentage from 5% to 3%. N. Yeatts will bring the budget for review for our next meeting for the committee to review.

Solicit input from Respective Committees/Boards/Commissions

Chairman MacEachern would like all committees, boards, commissions to give input as to what they would like seen done with CPA funds and any recommendations for the plan. Each committee represented by CPC will go back to their respective committees and report back. Once this information is gathered, there will be revisions made to the Community Preservation Plan (CPP). Chairman MacEachern will send an email to the town departments to get their input.

Draft CPP Revisions

Chairman MacEachern stated that revisions will be made to the Plan once there is input from the committees and make sure the goals still align with the Plan. Once the revisions are made it can be brought back to the committees for review.

Old Business

Wildland Trust/Cristolini property update

Chairman MacEachern contacted Scott McFadden from Wildlands Trust to see if he planned to still meet with the committee. She will contact the Select Board and Town Administrator to see if there is still interest in this property. Wildlands Trust doesn't want to proceed with Step 2 if this is not something the town is interested in. She would like to request a meeting with Select Board, Conservation Commission, or a joint meeting to discuss this further. The landowner wanted the town to purchase the property a few years ago when it was in Chapter 61 and the town didn't want to take the option to purchase it because there was a covenant on the land. The landowner kept pursuing this and Wildlands Trust got involved because they already have a conservation restriction on two abutting pieces of property. Wildlands Trust is offering to help with the Step 2 application but only if the town is interested.

Public Hearing –

A motion was made by Chairman MacEachern to open the public hearing at 7:00 pm and asked if anyone wanted to speak to see what they would like done with the CPA funds.

Glenn Gussis, Board member of Freelake Softball wanted to reiterate moving forward with the design for John Paun Park that was approved at Town Meeting and to see improvements continue for public safety for its users. Chairman MacEachern stated that it was approved in the fall, and we are waiting to get a Municipal Agreement drafted so that the funds can be expended for the plans.

Bryanna Donahue, 87 Crooked Lane, thinks we need to maintain a semi-rural character town by maintaining and improving what we already have in small but effective ways that can be applied in many areas. If we don't put projects in place that get people out in nature or caring about being rural, we won't maintain staying rural. Chairman MacEachern explained how CPA works for those in the audience not knowing how CPA funding works.

John Gregory recommended adding a page showing how much money is taken in each year and the amount allocated to each category.

Melisa Turcotte asked what the committee wants to do with the large pot or if it has been discussed. She would like to see improvements made to the land and parks we have before we purchase additional land.

Diane Haskell asked questions about town budget and what CPA funds do. Chairman MacEachern explained the charge of the committee and how CPA works for projects that are eligible for funding.

Noelle Rileau feels Main Street is becoming too developed and there needs to be a vision as to what we want Lakeville to look like. Open Space may not seem like a value investment at the time, but we will need to protect what we have.

Dave Fink asked what projects the CPA money funded last year.

Kerry Bogdan supported all the projects last year and she loves living in the rural community. She hopes the town remains this way but from the softball side she wants to see the improvements made at John Paun Park for the girls.

A motion was made by N. LaFave and seconded by A. Knox to close the hearing at 7:52 pm with a unanimous vote by the committee.

Discuss and possible vote on Grant Agreement and Memorandum of Understanding documents for approved projects

Chairman MacEachern compared Wareham's non-municipal grant agreement with the one from Town Counsel. She will incorporate some of the changes and additions between the two and have it reviewed by Town Counsel. The revision sent to Town Counsel for the Memorandum of Understanding have not been returned from Town Counsel.

VOTED: to have the document with the changes as discussed reviewed by Town Counsel
Unanimous vote

Review/possible vote Step 1 Application Received

Historic Town Hall Door Replacement

Step 1 application was submitted by Paul Nee, Facilities Manager, to remove and replace two front entry doors at the Historic Old Town Hall. The Historic Commission was consulted on this application, and it keeps within the historic value of the Town Hall. They will be restoration quality doors custom made to what is already in place. The amount requested is \$6950 and the remaining amount of \$1750 for installation and painting will be performed by the Facilities Department and Town Painter. The General Evaluation Criteria was reviewed by the committee, discussed, and overwhelmingly met the criteria for eligibility to proceed to Step 2.

A motion was made by N. Yeatts and seconded by P. Houle, it was:

VOTED: to approve Step 1 for the replacement of the historic town hall doors
Unanimous

Cupola Repairs to Lakeville Historical Museum

Step 1 application was submitted by the Lakeville Historical Society for \$20,000 for extensive repairs to the cupola. The cupola is leaking and allowing water to run into the building endangering the safety of our town's significant artifacts.

N. LaFave is a member of the Historic Society and stated it is not on the National Historic Registry but is on the Inventory of Archeological Historical Assets for the Commonwealth of Massachusetts since the 1970's. The museum is not town owned and this application is by a non-profit organization. S. Spieler had recommended a historical restriction be put on the property to protect the town should the property be sold within ten years. The General Evaluation Criteria was reviewed by the committee, discussed, and overwhelmingly met the criteria for eligibility.

A motion was made by N. Yeatts and seconded by B. Standish, it was:

VOTED: to approve Step 1 application for \$20,000 for cupola repairs to the Lakeville Historic Museum
Unanimous

J. Lucey suggested the Grant Agreement should probably have a provision for special conditions specific to a particular project was an addendum. This might be something necessary from project to project.

Clear Pond Park Fence

Step 1 application was submitted by the Parks Commission for \$30,000 to replace a section of fence along Route 79 at Clear Pond Park. S. Spieler stated that \$10,000 that was part of the application for police detail costs is not an eligible expenditure as it is considered supplanting. The police detail would have to be paid for by the town and not CPA funds. P. Houle stated that the fence along Route 79 that has been there for many years is broken or damaged. Clear Pond is a natural resource and is exposed to Route 79 without any protection. There is trash being thrown and it gets into the pond. The fence needs to be restored due to the liability to the town of people coming in, walking the trail, and coming out to the beach. The fence would be along the water view and would go 20 feet into the woods for future expansion. Chairman MacEachern felt a fence would take away from the view of the pond and over years vines, etc. would be growing into the fence. If this fence is being used to keep trash out, Liter Lifters could assist in picking up the trash. She asked if this was a high priority project or if there were other recreational projects, they would rather save money towards. Melisa Turcotte was looking at cost effectiveness and anything that must be done at John Paun Pond would cost tens of thousands of dollars. She thought asking for \$25,000 last years seemed to be a big issue. They have so many other things they need but they are big ticket items. Chairman MacEachern asked if they would rather save the money and let it grow. Melisa Turcotte stated there are no guarantees the money would be there next year since they share the pot with Open Space. S. Spieler felt this project didn't benefit a lot of residents and would rather see better project. Bryanna Donahue felt the fence would do more than purchasing a piece of wetland that no one would be able to walk on. The committee reviewed the General Criteria, and J. Lucey asked if a notice of intent needs to be filed with Conservation. They need to cover themselves by filing a RDA. The criteria showed it was eligible for Step 2 application.

A motion was made by K. Barrack and seconded by N. LaFave, it was:

VOTED: to approve Step 1 for \$20,000 for a fence at Clear Pond Park
Unanimous

FLRSD Greenhouse Project

Step 1 application was submitted by Brynna Donahue for \$45,000 for a geodesic dome greenhouse project for the Apponequet High School campus for a gardening program for Lifeskills students and others interested in gardening. Three images were presented as possible locations and three different size greenhouses; 33, 43, 59 feet. The actual price of the 43-foot dome is \$17,000 leaving \$8,000 for supplies and that's not approaching the

\$45,000 amount requested. S. Spieler thought it was a great idea however it's not eligible because it's an indoor structure. Ms. Donahue didn't think it made sense it doesn't qualify and the entire point of this is to preserve the community. She would like to contact the Coalition for further clarification on the eligibility.

A motion was made by A. Knox and seconded by B. Standish, it was:

VOTED: to approved Step 1 of the greenhouse project contingent on its eligibility.

Unanimous

B. Standish suggested there is grant money available with the Mass Dept. of Agricultural Resource.

A motion was made by Brynna Donahue and seconded by Melisa Turcotte to close the Parks Commission meeting at 9:33 pm.

Old Business

CPA Exemption outreach update

N. Yeatts presented the COA newsletter showing the article regarding CPA exemptions. She will be at the COA on March 4 and 8th from 10 – noon to assist seniors to complete applications for CPA exemptions and answer any questions. If they couldn't make one of the dates, she could be contacted to make an appointment.

Next Meeting will be held on March 21 and April 4 at 6:30.

A motion was made by S. Spieler and seconded by B. Standish to adjourn the meeting at 9:35 pm.

Unanimous

Presented at meeting:

COA Newsletter

Coalition Information Sheets

Coalition Email Feedback on Step 1 Applications

Community Preservation Committee Meeting Schedule 2024

Meetings of the Lakeville CPC will be conducted on the following dates.

Agenda Posting Deadline	Meeting Date	Alternate Location
<i>January 8, 2024 Monday</i>	January 10, 2024 Wednesday	Council on Aging
<i>January 30, 2024 Tuesday</i>	February 1, 2024 Thursday	Council on Aging
<i>February 15, 2024 Thursday</i>	February 29, 2024 Thursday	Police Station
<i>March 19, 2024 Tuesday</i>	March 21, 2024 Thursday	Council on Aging
<i>March 21, 2024 Thursday</i>	March 25, 2024 Monday	Police Station
<i>April 2, 2024 Tuesday</i>	April 4, 2024 Thursday	Library
<i>April 16, 2024 Tuesday</i>	April 18, 2024 Thursday	Council on Aging
<i>May 14, 2024 Tuesday</i>	May 16, 2024 Thursday	
<i>June 18, 2024 Tuesday</i>	June 20, 2024 Thursday	
<i>July 16, 2024 Tuesday</i>	July 18, 2024 Thursday	
<i>August 13, 2024 Tuesday</i>	August 15, 2024 Thursday	
<i>September 17, 2024 Tuesday</i>	September 19, 2024 Thursday	
<i>October 15, 2024 Tuesday</i>	October 17, 2024 Thursday	
<i>November 19, 2024 Tuesday</i>	November 21, 2024 Thursday	

<i>December 17, 2024</i> <i>Tuesday</i>	December 19, 2024 Thursday	
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*If Necessary, meeting dates may be added or changed at the discretion of the Community Preservation Committee