



Town of Watertown
Community Preservation Committee
Administration Building
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Committee Members
Mark Krackiewicz, Chair
Jason Cohen, Vice Chair
Jonathan Bockian
Bob DiRico
Dennis J. Duff
Allen Gallagher
Jamie O'Connell
Susan Steele
Elodia Thomas

Draft Meeting Minutes: Thursday, August 19, 2021, held remotely via Zoom at 7PM.

Committee Members Present: Mark Krackiewicz, Chair; Jason Cohen, Vice Chair; Jon Bockian, Bob DiRico, Dennis J. Duff, Allen Gallagher, Jamie O'Connell, and Elodia Thomas.

Others Present: Lanae Handy, CPC Coordinator; Michael Lara, Watertown Housing Authority; Jessica Grimsby, and Michele Waldman.

1. Call Meeting to Order

Mark Krackiewicz called the meeting to order at 7:01PM.

2. Presentation on Bonding CPA Projects by Stuart Saginor of the Community Preservation Coalition

Stuart presented "Bonding 101 with the Community Preservation Act." (The presentation is attached to these minutes) He noted bonding CPA projects is popular with over \$400 million bonded for projects. Stuart cited buying open space, rehabilitating historic buildings, and constructing large recreational complexes as the most frequently bonded project types. Highlights from his presentation follow.

- CPA projects can only bond on surcharge and not the state match.
- When CPC recommends bonding projects to its legislative body a 2/3 majority vote is required as opposed to a simple majority vote.
- It's important to work with municipal officials to determine bond capacity (A sample bond capacity spreadsheet is attached to these minutes).
- Bond terms must follow state guidelines on bonding (up to 30 years in some cases).

- The CPC should recommend the term of the bond in years to its legislative body.
- The Town Warrant Article/Council Order voting should specify the bond is “under authority of Chapter 44b” (the funding source is CPA) and the amount should include the miscellaneous costs associated with the bond issue.
- If a payment on a project bond is more than 10% of your annual CPA revenue, the bond payment counts as the minimum 10% allocation for that funding category

If CPA is revoked, the municipality must use all existing funds encumbered for CPA to repay debt, or keep CPA surcharge on tax bills until debt is repaid, or get DOR approval to reduce surcharge to whatever is necessary to repay debt.

3. Updated CPA Financial Information

Mark stated Tom Tracy was not able to provide an updated financial statement and his update deferred to next month’s meeting agenda.

4. Acceptance of 7-15-21 Meeting Minutes

Mark asked if there were any requested changes to the meeting minutes and there were none. He called for a motion to approve.

Motion: Jason Cohen moved to approve the 7-15-21 Minutes and Jamie O’Connell seconded the motion.

Vote: Dennis J. Duff, Bob DiRico, Jason Cohen, Jamie O’Connell, Mark Krackiewicz, and Jon Bockian voted to accept the minutes.

Elodia Thomas voted present and Allen Gallagher abstained.

5. Discussion: Faire on the Square - CPA Table

Mark spoke about the suggestion to have a table at the Faire on the Square event. He asked if committee members would volunteer to staff the event. Jason thought it was a great idea and offered to volunteer. Mark and Bob also agreed to volunteer while Dennis and Jamie thought they may be able to help.

Jon asked what the purpose of the CPC’s presence at Faire on the Square would be. Mark stated it was an education opportunity and chance to promote that CPC would be accepting project applications. Jason noted that it was an opportunity to explain why there’s a 2% surcharge on their property tax and promote the possibilities of CPA funding.

Elodia indicated that she had asked whether the CPC was participating in Faire on the Square because the CPA program was not getting enough exposure and needed to do more promotion.

Next, Mark went over items that may be purchased for the event totaling approximated \$500. Elodia mentioned additional items she had investigated for the event in 2019 such as hats and T-shirts.

After some discussion about doing the pom poms activity featured at the CPC public forum, Jon suggested voting on a reasonable dollar amount and delegating Lanae to procure items for the event. Jason proposed creating a subcommittee for event planning and to help develop content or materials.

Jamie proposed doing a raffle or having a contest or questionnaire. She mentioned the contest held at the Conservation Commission table. It was decided the pom poms activity would be simple and interactive. There was also agreement to feature a poster board asking, "How would you spend \$10 million?", offering the four categories.

Bob volunteered to help set up, mount the banner, and pick up items needed. He, Dennis, and Jason volunteered to be on a subcommittee. Elodia offered to forward information she has previously gathered to Lanae.

Motion: Dennis moved that the Chair appoint a subcommittee to plan Faire on the Square and that the event budget should not exceed \$500. Elodia seconded.

Vote: Jon Bockian, Jason Cohen, Bob DiRico, Dennis J. Duff, Allen Gallagher, Mark Krackiewicz, Jamie O'Connell, and Elodia Thomas voted to approve.

Mark asked Lanae to circulate a sign-up sheet, aiming for two committee members per time slot.

On another topic, Elodia requested a list of CPA Application Workshop registrants.

6. Adjournment

Motion: Dennis J. Duff moved to adjourn the meeting and Jon Bockian seconded.

Vote: Jamie O'Connell, Bob DiRico, Dennis J. Duff, Elodia Thomas, Allen Gallagher, Jon Bockian, Jason Cohen, and Mark Krackiewicz voted in favor.

Meeting adjourned at 8:51PM.

Attachments:

[Bonding 101 with the Community Preservation Act Presentation](#)

[CPA Bonding Capacity - Sample Worksheet](#)