



Town of Carlisle

MASSACHUSETTS 01741

Community Preservation Committee

Meeting Agenda

March 6, 2023 6:00 PM Zoom

► Join Zoom Meeting

<https://us02web.zoom.us/j/6761721843?pwd=c2kzT09XamlESlJUUHkyWVBadE5oQT09>

Meeting ID: 676 172 1843

Passcode: 045179

One tap mobile

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+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 689 278 1000 US

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+1 253 205 0468 US

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► Topics anticipated at the time of calling the meeting:

1. Continued hearing for the Library Interior Renovation Project application
2. Continued hearing for the Cranberry Bog Dam #1 Restoration Project application
3. Discussion of Master Plan and Community Preservation Plans
4. CPC webpage and document updates
5. Adjourn meeting
6. Next meeting date

Community Preservation Committee Webpage Updates

- FY 2023 CPA Project Eligibility Application Form
(see draft of updated text: *CPC_web-project-eligibility-page_draft-1.docx*)
- Community Preservation Plan:
 - **2016 Plan** [Update to 2017 until 2023 plan is ready]
 - **Previous years:** 2015 Plan which includes documents listed below in the same PDF as 2015 Plan:
[Include older plans if they exist? Perhaps create another navigation level for the documents listed below. How important is all this info going back in time? Perhaps include these additional documents only for the current year?]
 - Project application
 - Criteria for project consideration and recommendation by CPC
 - Sample Grant Agreement
 - CPA expenditures in Carlisle by category (pie chart)
 - Reporting schedule for current grants
 - Community Preservation Act Awareness sample sign
 - Community preservation fund allowable spending purposes (G.L. c. 44B, section 5)
- Grant agreements – organized by years and grant numbers (format: year-grant number), includes years 2014 – 2017
[Are grant agreements missing from these lists? Update to include 2018-2022 grants.]
 - 2017: 1 grant (2017-008)
 - 2016: 4 grants (2016-1, -2, 3, 4)
 - 2015: 2 grants (2015-01, -2)
 - 2014: 2 grants (2014-1, -2)
- Project Reports
[Include missing project reports. How far to go back? Include project reports for 2018-2022 if appropriate.]
 - 2017: none listed
 - 2016: none listed
 - 2015: 1 listed
 - 2014: none listed
 - Previous years: one listed from 2015

Community Preservation Committee – webpage update (*draft 1- 2/14/23*)

FY 2024 CPA Project Eligibility Application Form

The Carlisle Community Preservation Committee solicits project proposals under the Community Preservation Act (CPA) from **Month date, 2022** through December 9, 2022 to be approved at the May 8, 2023 Town Meeting.

Project application forms should be emailed to Jennine Blum (jblum@carlislema.gov) or delivered to the Town Clerk's office at Town Hall no later than Friday, December 9, 2023.

The town has voted to levy a 2% annual surcharge on property tax bills in accordance with the provisions of the CPA. The CPA also provides that the State may elect to match all, part, or none of the surcharge collected by the town. In FY23, Carlisle's CPA surcharge resulted in a state match of \$152,304. An additional \$41,176 was distributed from the \$20 million state budget surplus allocated to the CPA Trust Fund. The total amount allocated by the state is \$193,480.

The funds collected through the CPA process must be expended on project relating to three areas: open space and recreation, historical preservation, and community housing. At least 10% of the estimated funds collected must be spent on each of these three areas. Based on last year's actuals the ESTIMATED funds available after Town Meeting for FY23 appropriation include Open Space/Recreation (\$270,709), Community Housing (\$426,117), Historic (\$403,756) and Undesignated (\$1,149,070). The reserve fund is estimated to be **\$xxx,xxx**.

The CPC considers and acts on CPA proposals on a parallel course to the town budget process. To obtain funding, a project must be recommended to Town Meeting by a majority of CPC members and then be approved at Town Meeting by Carlisle citizens. After the project application deadline, the CPC will notify project sponsors of the acceptance of their proposal. The CPC intends to review applications and receive presentations from applicants at meetings beginning after the application submission closing date. The committee will recommend a final list of projects for consideration at the 2023 Annual Town Meeting.

The committee will work with applicants and Town Counsel to set up Grant Agreements. These agreements will specifically outline what funds are to be used for. Agreements will be completed before the town meeting and copies will be sent with the warrant handbook.

FY 2024 Application Form [HERE \(assign link\)](#)

Question:

Should some of this info be updated since the application deadline has passed?

Info needed:

- **Date the CPC will begin accepting applications**
- **Reserve fund amount**