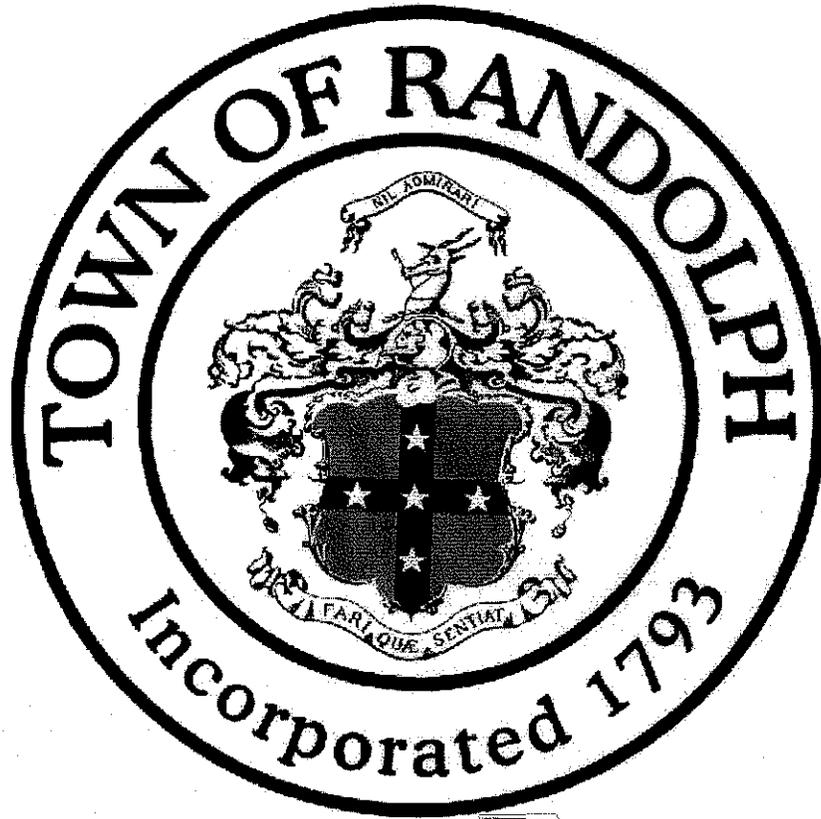


Town of Randolph

Report to the Town Council

FY 2012 Randolph Community Preservation Committee

June 7, 2011



Town of Randolph
FY 2012 CPC Report to the Town Council

Table of Contents

CPA Report

- I. Overview of CPA
- II. Summary of CPA in Randolph
- III. Activities of Community Preservation Committee
- IV. Applications Received
 - A. Community Preservation Town Planner- \$71,000
 - B. Vital Records & Historic Documents Preservation- \$75,000
 - C. Restoration of the Soldiers & Sailors Monument- \$25,000
 - D. Powers Farm- Phase Two- \$75,000
 - E. Memorial Parkway- \$350,000
 - F. Randolph Dog Park- \$75,000
 - G. Imagination Station- \$60,000
 - H. Land Purchases Bond Payment- \$50,000
- V. Financial Overview
- VI. Forward Looking Statement

I. Overview of CPA

The Community Preservation Act (hereafter referred to as "CPA"), M.G.L. c. 44B, allows Massachusetts cities and towns to raise monies through a surcharge of up to 3% of the real estate tax levy on real property. In November 2004, Town Meeting voted a 2% annual real estate levy against real property. This was ratified at the Annual Town Election held on April 5, 2005. Town Meeting did accept two exemptions from this surcharge as permitted by law: an exemption of \$100,000 of the value of each taxable parcel of residential real property and an exemption for low income. Exemptions for low income applications are available in the Assessors Office.

These CPA funds are to be used for four core purposes: to acquire, create and preserve open space; to acquire, rehabilitate, restore and preserve historic resources; to create, preserve and support community housing; and to acquire, preserve and utilize land for recreational use. The Act also provides significant State matching funds.

A minimum of 10% of the annual revenues of the fund must be appropriated for each of the three core community concerns. The remaining 70% can be allocated for any combination of the allowed uses, or for land for recreational use.

Property taxes traditionally fund the day-to-day operating needs of safety, health, schools, roads, maintenance, and more. Until the CPA, there was no steady funding source for preserving and improving a community's infrastructure. The Community Preservation Act gives a community the funds needed to control its future.

II. Summary of CPA in Randolph

Randolph's fiscal year 2012 CPA revenue of approximately \$600,000 is expected to be matched by the State in October 2011 at 20%

Consistent with the terms of the CPA and with the Community Preservation Committee (hereafter referred to as "CPC") bylaw adopted at the November 2004 Town Meeting, the Randolph Community Preservation Committee was appointed in July 2005 to administer the CPA.

Randolph Community Preservation Committee
(as of June 2, 2011)

Conservation Commission appointee.....Brian Howard, Chairman
At-large community member.....Michelle Tyler
Town Council member..... William Alexopoulos
Housing Authority member.....Ron Lum
Business community member.....Gerald Good
Chamber of Commerce member.....(Vacancy)
Planning Board member.....Donald LaLiberte
Historical Commission member.....Mary West
Open Space and Recreation Committee member.....Raymond Carson

III. Activities of the Community Preservation Committee and Town Council

The Community Preservation Committee has met several times to discuss Randolph's CPA plan, accept proposals, study the proposals, seek additional information, deliberate, and make the recommendations included in this document. Furthermore, for several of the projects, the CPC solicited additional information, such as outside reports and evaluations of the proposed projects.

The CPA Statute and the DOR Guidelines dictate that Town Council may only appropriate funds for a project pursuant to a recommendation of the CPC. The Statute and DOR Guidelines make clear that Town Council cannot approve an appropriation for a project on its own initiative. Consequently, the Statute and Guidelines dictate that Town Council cannot alter the scope of a project recommended by the CPC, as doing so would result in approval of a project that is different from that recommended by the Committee.

IV. Applications Received by the Committee

Table 1 Applications Received

<i>Applicant Name</i>	<i>Project Type</i>	<i>Project Cost</i>	<i>Purpose</i>
CPC	Town Planner	\$71,000	Development
Town Clerk/Registrar	Vital Records & Historic Documents Preservation Project- Phase 1	\$75,000	Historic Preservation
The Cannon Committee	Restoration of the Soldiers & Sailors Monuments	\$25,000	Historic Preservation
CPC	Powers Farm- Phase 2	\$75,000	Open Space/Recreation
Town Manager	Memorial Parkway	\$350,000	Open Space
Friends of the Randolph Dog Park	Randolph Dog Park	\$75,000	Open Space/Recreation
Town of Randolph-Michelle Tyler & Town Manager	Imagination Station	\$60,000	Recreation

Table 2 2012 CPA Expenditures Approved by Category/Type

Historic	
Vital Records & Historic Documents Preservation Project- Phase 1	\$75,000
Restoration of the Soldiers & Sailors Monuments	\$25,000
Housing	
Town Planner	\$71,000
Open Space / Recreation	
Powers Farm Phase Two	\$75,000
Memorial Parkway	\$350,000
Randolph Dog Park	\$75,000
Imagination Station	\$60,000
General Reserve	
Land Purchases Bond Payment	\$50,000
Administrative	
FY2012 Administrative Costs	\$10,000

A. Community Preservation Town Planner

(\$71,000 – Housing)

The CPC Planner is responsible for assisting with the implementation and leveraging of the Town's Community Preservation program while working in collaboration with the CPC, Planning Board, ZBA, Housing Authority and Town Council. The position is responsible for preparing funding recommendations from the Community Preservation Committee to Town Council; working with grant recipients to monitor the implementation of CPA-funded projects; assisting the CPC with media activities and community outreach; assisting with the preparation of the CPC's Annual Report and annual update of the Community Preservation Plan; and other general tasks to assist the CPC with implementation of the CPA Program.

Essential Elements

Works with the Community Preservation Committee in its capacity to review and approve CPC recommendations, including writing CPC recommendation memos, docketing items, providing support materials, and Town Council meetings as they pertain to CPC recommendations.

To help the CPC in its endeavor to acquire and preserve open space, community housing, and historic preservation. Furthermore, to assist in smart growth housing initiatives that will lead to meeting the Town's 40B requirements.

Works with the Town Counsel to ensure timely execution of funding agreements and other legal documents pertaining to CPA funded projects such as open space, historic preservation, and housing deed restrictions.

Committee's Comments:

Whereas the CPC made an initial commitment to fund the position of the Community Preservation / Town Planner for three years, we feel that this position is both critical to this committee and the Town and have decided to fund the position for an additional year due to the Town's current financial picture. The position has been a tremendous success and has been invaluable to the Town Manager, the Town Council, the Planning Board and the Community Preservation Committee. This position will continue to have an impact on the future development of our Town.

B. Vital Records & Historic Documents Preservation Project- Phase One
(\$75,000-Historic Preservation)

The Town has over 200,000 historical records in the Town Clerk's Office. These historical documents range in age from 1793 to the present. The Town Clerk would like to start the process of digitally scanning & microfilm these records for generations to come and to assist those seeking historical records or genealogy research. In addition, he will begin the process of rebinding and preserving many books that have sustained damage based on age and general wear and tear.

The care, custody and preservation of permanent municipal and historical records of the Town for research and long-term preservation are both a relevant and important duty of the Town for future generations. Once a record is destroyed, we have lost part of our history. There is significant public benefit to funding this project since many of these historic records will become preserved for 300 years. In addition, many of these records

could be placed online. Additionally, research time will be significantly reduced with a comprehensive data base of the records.

Committee's Comments:

Whereas this request would begin to preserve thousands of historical Town books and documents for years to come, and make it easier and more timely to conduct historical and genealogical research, we endorse this project. Randolph has a rich history and it must be preserved for generations to come. In addition, genealogical research has become a passion for thousands of people and this project will allow some of this information to be placed on the Town's website and could increase revenue as other communities have seen an increase in sales of certified copies of the birth, death and marriage records. Many old documents and books have broken bindings, water damage and mold. We have a commitment to the future residents to save these documents.

C. Restoration of the Soldiers & Sailors Monuments *(\$25,000- Historic)*

During an inspection of the cannon mounts at Stetson Hall, it was noted that the concrete mounts, nearly 100 years old, have started to deteriorate. It is also noted that at some point, the large flag was attached to the bayonet of the soldier and bent the sword, requiring repair. A committee was established to help restore this Randolph Landmark with awareness of the Soldiers and Sailors Fund created by the Town in 1911, for the maintenance of these landmarks.

The scope of the project is to remove the cannons and the statue off-site. The Soldier will be raised by the Hallamore Co; and will be inspected to see what, if any, repairs need to be made. These would be limited to filling any holes to prevent water from entering the Soldier, repairing the bayonet, and ensuring that the holes to re-secure the Soldier to the base are strong enough. The Soldier will not be "cleaned," the patina of the bonze will be allowed to remain. The base of the Soldier will be inspected and the footings will be evaluated. The footing will be repaired or replaced if required. (At this time it appears to be fine). The Granite will be re-pointed. The cannons will be cleaned up, but any natural patina will remain. The concrete bases and footings will be removed and discarded. New footings will be poured and new Granite mounts will be installed by Milton Monument Co. The cannon balls will be cleaned up and any re-soldering that is required will be done. New footings will be poured. The trees bushes and grass on site will be removed and new plants and sod will be put in their place once the footings and mounts are in place. The area between the monument area and the stairs to Stetson Hall will be reworked to allow the installation of a memorial walk way, that any resident, company or family or group can participate in. The Granite base for the Soldier will have new anchor bolts put in, (existing ones are rotted through) and the Soldier, cannons, and cannon balls will be remounted in front of Historic Stetson Hall.

Committee's Comments:

Whereas the Solider and Sailor's Monuments have been a part of Randolph's fabric since 1911 and this project serves to maintain our Town's history for our children and without these funds and this project, the two historic cannons and monuments will disappear, the committee endorses this project. In addition, there is a commitment by the petitioner to repay some or all of the CPC funds with fundraising efforts to include a Memorial Brick campaign.

D. Powers Farm - Phase Two

(\$75,000- Open Space & Recreation)

In 2009, the CPC and the Town funded the purchase of the Powers Farm for conservation and passive recreational purposes only and for the undisturbed enjoyment of open space by all residents. The property is a combination of fields, forest and wetland that have natural and scenic qualities. The purchase provides a vital connection and link between the Town's pond and the proposed community park off of North Main Street. The Town Manager and Town Planner created a plan for Powers Farm, using information from the UMASS study. Phase Two should begin next summer/fall, and could include a community garden, extension of the walking path, permitting and remediation of Norroway Pond, among other potential uses. This funding will be utilized to secure design and development services to proceed with Phase II.

Committee's Comments:

Whereas the first phase of the development of Powers Farm will begin this summer, it is important that planning and design of Phase Two begin shortly, so that it can be designed and placed for bid by next fall. The CPC considers the land purchase and development of this parcel to be our centerpiece project as it will be creating a positive impact on present and future generations of our Town by creating walking trails, a community garden and a picnic pavilion, we are excited to endorse this project funding. This will be an ongoing project for the CPC and the Town.

E. Memorial Parkway

(\$350,000- Open Space)

The Town would like to significantly enhance the amount of open green space on Memorial Parkway. Currently the stretch of roadway is all asphalt in a high-travelled location known for accidents. The general goal is to continue to improve the quality of life in Town through aesthetic enhancements while improving safety. Concurrently, the project allows for significant pedestrian safety improvements, right in front of the High School.

Committee's Comments:

Whereas the Town has acquired \$2.4 million to make other improvements throughout the square in the form of successive PWED grants, this request augments our efforts to improve downtown Randolph and the Committee endorses this request. The design plan includes grass, trees, bushes and flowers. This project will transform the Memorial Parkway area and hopefully bring a greater appreciation for what open space can bring to the design elements to roadway projects. Concurrently, the open space enhances pedestrian safety in front of the high school, affords opportunity for sustainable use (solar lamps, etc.) and educational offerings at the high school level (native plant species, water conservation, composting, sustainable urban gardening, etc.).

F. Randolph Dog Park

(\$75,000- Open Space/Recreation)

This funding request is for the development of Town owned land into a dog park. The Conservation Commission supports use of a parcel for passive recreation and the creation

of walking trails and fenced in area for off-leash use by dog owners. Development would include consideration for parking, water access, trails, fencing, etc. A committee has been developed and initiated fund-raising to support this development.

Committee's Comments:

Whereas the creation of access to open space, walking trails and the potential use of the Town's conservation land, the CPC unanimously voted to support the application of the Friends of the Randolph Dog Park. The park will support multiple recreation uses of land currently owned by the Town and it will expand the range of recreational opportunities available to residents of all ages, providing scenic views that are not easily accessible for most residents and this would truly be a great addition to the amenities that are offered by the Town for the enjoyment of its citizens. The CPC funds will not be released until a final set of approved rules, regulations and policies of operation and all proper permits are in place as approved by the Conservation Commission. The Friends of the Dog Park are committed to repaying the CPC by fundraising and a possible "pooch pass" used in other communities. The CPC is impressed with the community support shown to the project that have gathered over 1,200 signatures in support and have multiple locations in Town where they have conducted fundraising and community outreach. The Committee endorses this request.

G. Imagination Station

(\$60,000- Open Space & Recreation)

Imagination Station is the Town's centrally located, visible community play space. It is accessible to families during traditional school hours when the school playgrounds are not available to the public in general. The location is also utilized by the Town to support camp activities during school and summer break and serves as an adjunct to events held at the gazebo. A complete overhaul of the community playground is needed due to the dated equipment that no longer meets safety specifications. Funding has been leveraged to complete the design and purchase of the bulk of the equipment. To complete the play space and make it accessible to people of all abilities, offer active and passive recreation opportunities and continue to bring together Randolph residents, the existing footprint of the playground has been increased. This funding request would allow for the purchase of benches, wheelchair accessible tables, access points for wheelchair/walkers, a shade structure and splash pad.

Committee's Comments:

Whereas the citizens of Randolph have requested an update of Imagination Station for some years as the current equipment is unsafe, outdated and not accessible by all residents, and the new playground is largely supported by a \$200,000 capital bond project and a volunteer committee, the CPC endorses this project. The initial funds were voted unanimously at Town Meeting. These CPA funds will be used to enhance the area that surrounds the former playground, as CPA funds cannot be used to rehabilitate the former playground site or play structure. This will be a gathering spot for Randolph families and will help build community pride and spirit.

H. Powers Farm, Rent and Daly Property Land Purchase – Bond Payment
(*\$50,000 – General Account*)

To complete the first payment on the borrowing approved at Town Meeting to purchase Powers Farm (\$800,000), the Rent Property (\$425,000) and the Daly Property (\$175,000). This will be the first of ten payments to payoff the bond. In addition, this includes the first payment on the interest (BAN) for the construction of Powers Farm voted last year for \$296,000.

Committee's Comments:

Whereas the Committee has made a commitment to pay the land purchase bond in a ten year period, instead of choosing a twenty year bond, the CPC will save approximately \$225,000 in interest charges. The first year payment will be \$126,500. In addition, the total amount of the borrowing is \$500,000 less the total appropriated amount per the state grant awarded for the purchase of Powers Farm. This figure includes the interest payment on the (BAN) for construction costs until it is bonded later this summer.

V. Randolph CPC Financial Overview

See attached FY2012 recommendation spreadsheet.

VI. Acknowledgements

The Community Preservation Committee appreciates the extremely hard work this year's applicants devoted to their applications, answering CPC members' questions, and the support the Committee has received from every department in Town; specifically, the Treasurer/Collector's Office, Town Accountant, Assessor's Office, Town Clerk/Registrar's Office, Town Planner, Town Manager and Town Counsel.

VII. Forward looking statement

The Community Preservation Committee encourages any interested party to contact the Committee to inquire as to whether or not a particular project is eligible for CPA funding. Specifically, the CPC is especially interested in projects that:

- A. Protect vital parcels of open space via the purchase of a preservation restriction, a transfer of development rights, or a combination of the two.
- B. Support additional opportunities for both active and passive recreation for the health needs of our community.
- C. Leverage CPA monies to obtain additional private donations and state and federal grants.

- D. FY2012 the CPC is funding the Town Planner utilizing CPA funds. The position of Town Planner is important to the future development of our community and the CPC supports the position.

FY 2012 Community Preservation Committee Recommendations

	Received	2012 Appropriations	Balance
001 CPA General Fund Account			
FY12 local receipts	600,000		
State Match	120,000		
To Community Housing Account		-72,000	
To Open Space/Rec. Account		-72,000	
To Historic Preservation Account		-72,000	
To General Reserve Account		-494,000	
To Administrative Account		-10,000	
Total Reciepts for FY 2012	720,000		
002 Community Housing Account			
FY11 Balance	346,112		
Community Housing account 10% from CPA General Fund	72,000		
Total Account Balance	418,112		
To Town Manager for Community Preservation Planner		-71,000	
Balance after 2012 appropriations			347,112
003 Open Space and Recreation Account			
FY11 Balance	20,608		
Open Space & Recreation account 10% from CPA General Fund	72,000		
Total Account Balance	92,608		
To Town Manager for Powers Farm Phase Two		-75,000	
Balance after 2012 appropriations			17,608
004 Historic Preservation Account			
FY11 Balance	45,960		
Historic Preservation account 10% CPA General Fund	72,000		
Total Account Balance	117,960		
To Town Clerk for Records and Preservation Project		-75,000	
To Cannon Committee for Soldiers & Sailors Monument		-25,000	
Balance after 2012 appropriations			17,960
005 Administrative Account			
CPA administrative account from CPA General Fund	10,000		
To CPA committee		-10,000	
Balance after 2012 appropriations			0
006 CPA General Reserve Account			
FY11 Balance	132,592		
General Reserve account from CPA General Fund	494,000		
Total Account Balance	626,592		
To FRDP for Community Dog Park		-75,000	
To Town Manager for "Imagination Station"		-60,000	
To Town Manager for Memorial Parkway		-350,000	
To Treasurer for Bond Payment- Land Purchases		-50,000	
Balance after 2012 appropriations			91,592
Total CPA All Accounts Balance			\$474,272