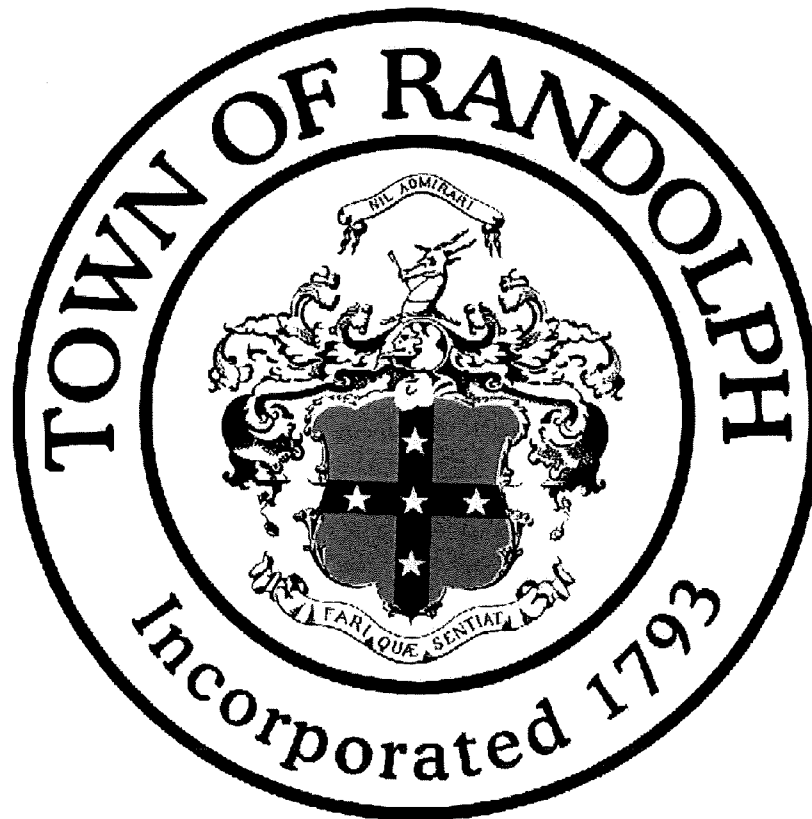


Town of Randolph

Report to the Town Council

FY 2019 Randolph Community Preservation Committee

May 21, 2018



Town of Randolph FY 2019 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. Town Planner Salary- \$29,119
 - B. Open Space Preservation- Fin, Fur and Feather Conservation Area & Reservoir Walk-\$27,300
 - C. Forestry Preservation Plan-\$7,500
 - D. RICC Pickleball Courts-\$51,000
 - E. Open Space Preservation Plan- Multiple Locations-\$84,960
 - F. Archival Storage Items-\$5,172
- 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 Assessor’s 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 2019 CPA revenue of approximately \$600,000 is expected to be matched by the State in October 2018 at 15%.

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 May 1, 2018)

Housing Authority Member.....	Ronald Lum, Chairman
Recreation Committee Member.....	Vacant
Town Council Member.....	Arthur Goldstein
Community Member-Business.....	Bruce Fleischmann
Community Member- Resident.....	Gerald Good, Sr.
Community Member- Resident.....	Marcell Robateau
Conservation Commission Member.....	James Pasman
Historical Commission Member.....	Mary West
Planning Board Member.....	Alexandra Alexopoulos

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 Accepted by the Committee

Table 1 Applications Accepted

<i>Applicant Name</i>	<i>Project Type</i>	<i>Project Cost</i>	<i>Purpose</i>
Town of Randolph- Town Manager	Town Planner Salary	\$29,119	Administration, Open Space, Recreation, Historic, Housing
Town of Randolph Conservation Commission	Fin, Fur and Feather Conservation Area & Rese	\$27,300	Open Space & Recreation
Town of Randolph Conservation Commission	Forestry Preservation Plan	\$7,500	Open Space
Community Programs Director	RICC Pickleball Courts	\$51,000	Open Space & Recreation
Town of Randolph- Conservation Commission	Open Space Preservation Plan- Multiple Locations	\$84,960	Open Space
Historical Commission	Archival Storage Items	\$5,172	Historic Preservation

Table 2 2019 CPA Expenditures Approved by Category/Type

Historic	
Archival Assessment Plan	\$5,172
Open Space & Recreation	
Forestry Preservation Plan	\$7,500
RICC Pickleball Courts	\$51,000
Budgeted Reserve	
Open Space Preservation-Fin, Fur & Feather	\$27,300
Open Space Preservation- Multiple Locations	\$84,960
Administrative	
FY2019 Administrative Costs	\$10,000
Town Planner Salary	\$29,119
Payments	
Bond Payment	\$369,438

A. Town Planner (\$29,119-Administration)

The Town Planner provides assistance to the CPC, Town Manager and Planning Board in support of the strategic goals of the Town Council through local and regional efforts. They manage the community and economic development efforts of the Town through a wide range of coordination and cooperation with departments, citizens, outside agencies, and other stakeholders. The Planner is responsible for supporting the activities of the Planning Board, the Community Preservation Committee and the Economic Development and Strategic Planning Committees of the Town Council.

Committee's Comments:

Whereas the CPC has made a continued commitment to fund the position of the Town Planner as we feel that this position is both invaluable to this Committee and the Town. This year the Committee is funding part of this position and the Town will supplement the remainder of the salary. This position will continue to have a positive impact on the future development of our Town.

B. Open Space Preservation- Fin, Fur & Feather Conservation Area (\$27,300- Open Space)

The Conservation Commission has been improving the area open space areas around Town for residents to enjoy nature and passive recreation. This project would develop a design plan for the continued preservation of the Fin, Fur & Feather Conservation Area by establishing walking trails surrounding the Reservoir. This plan would also assist with the permitting and construction documents needed for the project. The construction would be in phase II of this project

Committee's Comments:

Whereas this property is Town-owned land and this project will provide safe recreational opportunities in a natural setting for the residents, the CPC feels this project meets the guidelines of the CPA and supports this project for funding.

C. Forestry Preservation Plan (\$7,500- Open Space)

As part of the Town's Open Space and Master Plans, the Conservation Commission would like to hire a registered forester through the Mass. Dept. of Conservation and Recreation Forest Stewardship Program (MFSP). The forester will develop a long-term plan that preserves and protects the Town's forested property within the Conservation Commission's jurisdiction, for public open space recreation, education and wildlife and woodland protection.

Committee's Comments:

Whereas the Conservation Commission would be working with a state registered forester through the MFSP, creating a professionally designed, long-term Forestry Plan to help implement the Town Open Space and Master Plans and this project is 70% reimbursable, the CPC feels this project meets the guidelines of the CPA and supports this project for funding.

D. RICC Pickleball Courts (\$51,000- Open Space & Rec.)

Pickleball is one of the fastest growing sports throughout the country and here in Randolph. Randolph went from 3 players to 50 players in 2 years. Currently players use the basketball courts inside the Intergenerational Community Center and the outside courts at Belcher Park when the weather is nice and the Recreation Program is not already using them. This project

would create 3 permanent, outdoor courts adjacent to the Community Center, to be used just for Pickleball. Players will bring their own equipment, and the nets would remain up, much like the Town Tennis Courts.

Committee's Comments:

Whereas Pickleball provides a unique, outdoor, active recreational activity for residents of all ages, the Recreation Department will monitor the use of the courts and the maintenance going forward, the CPC feels this project meets the guidelines of the CPA and supports this project for funding.

E. Open Space Preservation Plan- Multiple Locations *(\$84,960-Open Space)*

As part of the Conservation Commission's efforts to preserve and protect the Town's natural resources, this project will preserve, protect and enhance the overall ecological health and unique ecosystems of specific conservation lands, stream and ponds as identified as top priorities by the Commission. The DPW will be utilized to assist the Conservation Commission to improve these properties. The Commission will also work to educate the residents on how to care for and maintain our conservation areas.

Committee's Comments:

Whereas one of the CPA's missions is to maintain open space and to protect water bodies and the Conservation Commission has identified the properties that are top priorities around Town and the DPW will assist with the cleaning up and maintaining of the properties, the CPC feels this project meets the guidelines of the CPA and supports this project for funding.

F. Archival Storage Items *(\$5,172- Historic)*

The Historical Commission and the Town of Randolph have a vast treasure trove of historical materials accumulated over 40+ years. These items are in disarray and in need of proper storage for photos, Town reports, manuscripts and records, clothing, relics, banners, etc... that will allow for the items to be evaluated so that a plan for preservation and cataloguing can be undertaken for future generations. Currently, the Town does not have a centralize location for the storage and/or display of historical artifacts. These storage items will be the next step in preserving the history of Randolph.

Committee's Comments:

Whereas one goal of the CPA is historic preservation and the CPC would like to preserve the historic artifacts of the Town, and this is the next step into properly maintaining the history of Randolph for future generations, the CPC feels this project meets the guidelines of the CPA and supports this project for funding.

G. Bond Payment *(\$356,023)*

The Finance Director has determined a bond payment of \$356,023 this year. The current debt of \$1,615,000.00 for the land purchase of Powers Farm, the Rent Property, the Daly Property and the construction of Powers Farm Phase One and Phase Two is scheduled for a 10-year payoff.

Committee's Comments:

Whereas the Committee must pay the obligated amount on any CPC related bonding, the committee recommends this year's bond payment of \$356,023.

V. Randolph CPC Financial Overview

See attached FY2019 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 Finance Director, Treasurer/Collector's Office, Town Accountant, Assessor's Office, Town Clerk/Registrar's Office, Town Planner, Town Counsel and Town Manager.

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.

Historically, the CPC has received minimal funding requests for affordable housing. To that end, Committee spokespersons have initiated meetings with the Massachusetts Affordable Housing Alliance, Habitat for Humanity and connected with other CPA communities to evaluate options that could be initiated in Randolph. The Committee expects to propose projects for funding in the future cycles.

Long-range funding is being evaluated for eventual purchase of additional open space parcels and the Committee's forms and applications are being redeveloped, rules and regulations updated and a public presence via the Town website established.

FY 2019 Community Preservation Committee Recommendations

	Received	2019 Appropriations	Balance
001 CPA General Fund Account			
FY19 local receipts	\$815,325		
State Match	\$122,298		
Bond Payment FY'19	-\$356,023		
To Community Housing Account		\$93,762	
To Open Space/Rec. Account		\$93,762	
To Historic Preservation Account		\$93,762	
To Budgeted Reserve Account		\$253,433	
To Administrative Account		\$46,881	
Total Receipts for FY 2019	\$581,600		
002 Community Housing Account			
FY18 Balance	\$88,201		
Community Housing account 10% from CPA General Fund	\$93,762		
Total Account Balance	\$181,963		
Balance after 2019 appropriations			\$181,963
003 Open Space and Recreation Account			
FY18 Balance	\$18,861		
Open Space & Recreation account 10% from CPA General Fund	\$93,762		
Total Account Balance	\$112,623		
To Conservation Commission for a Forestry Plan		-\$7,500	
To Recreation for RICC Pickleball Courts		-\$51,000	
Balance after 2019 appropriations			\$54,123
004 Historic Preservation Account			
FY18 Balance	\$235,421		
Historic Preservation account 10% CPA General Fund	\$93,762		
Total Account Balance	\$329,183		
To the Historical Commission for Archival Storage Items		-\$5,172	
Balance after 2019 appropriations			\$324,011
005 Administrative Account			
CPA Administrative account from CPA General Fund	\$46,881		
To CPA committee for expenses		-\$10,000	
To Finance Director for 1/3 Town Planner Salary		-\$29,119	
Balance after 2019 appropriations		\$7,762**	0
006 CPA Budgeted Reserve Account			
Projected FY18 Balance	\$93,562		
Budgeted Reserve account from CPA General Fund	\$253,433		
Total Account Balance	\$346,995		
To Conservation Commission for Open Space Preservation-Fin, Fur & Feather		-\$27,300	
To Conservation Commission for Open Space Preservation-Multiple Locations		-\$84,960	
Balance after 2019 appropriations			\$234,735
Total CPA All Accounts Balance			\$794,832

**The Administration Acct. remaining balance gets turned back into the Budgeted Reserve at the end of the Fiscal Year.