

**Braintree Community Preservation Committee  
Minutes  
December 12, 2016  
Johnson Chambers – Town Hall**

Present: Linda Raiss (Chair) Paul Machado (V-Chair) Kevin Bears  
Dick Fletcher Ron Frazier Darryl Mikami  
Tom Whalen

Guests: Christine Stickney Kelly Phelan Joe Sullivan

Visit from Mayor

Mayor Sullivan appeared before the committee to discuss work that the committee might do in the coming year. He thanked the members of the committee for their efforts and suggested that the committee develop plans for use of the various CPC funds. He urged continued progress with the Old Thayer Public Library building and green space in the parking lot.

There was also discussion of affordable housing. Mr. Fletcher mentioned that the Housing Authority would probably be interested in construction of more housing near the current complex in the Highlands. The mayor suggested that the Authority might consider the 90 Pond St. building as well and mentioned that the money earmarked for housing from Turtle Crossing was still available.

There was also discussion of open space, and a number of parcels which might be available to the town. It was suggested that the list of tax title land might be reviewed to see if any of those parcels would be of interest.

There was also discussion of doing more outreach to groups in town such as the various civic associations.

Open Space Plan

Ms. Phelan informed the committee that the town Open Space Report needed to be updated and that she would like assistance, particularly with getting public input into the report. She mentioned that seven other communities have used CPA money to work on their reports.

**MOVE:** To investigate the cost of a consultant to help update the Open Space Plan (Moved by Mr. Frazier, seconded by Mr. Whelan, unanimously voted)

Cedar Swamp Parcel

Representatives of the Wildlands Trust of Southeastern Massachusetts have walked the property at the rear of 75 Plain St after access was obtained from an abutter. Their board will vote on whether to accept a conservation restriction on the land from the town.

Highlands Parcel Restriction

The open space restriction on a portion of the land acquired from the Norfolk County hospital has been submitted.

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### Plaques

Plaques are planned to be placed on the French House and the Thayer House. The question came as to placing a plaque on the Gallivan House.

**MOVE:** To omit a plaque on the Gallivan House for now (Moved by Mr. Whalen, seconded by Mr. Bears, unanimously voted)

### Use of Administrative Funds for a Part Time Employee

Ms. Stickney submitted a position description for a part time Community Preservation Manager Position. After some discussion the committee voted as follows:

**MOVE:** To create the position of Community Preservation Manager according to the draft dated 11/28/16. (Moved by Mr. Bears, seconded by Mr. Frazier, unanimously voted)

**MOVE:** To appropriate up to \$200/week from the CPC administrative fund to fund the position of Community Preservation Manager for the balance of the fiscal year. (Moved by Mr. Fletcher, seconded by Mr. Whalen, unanimously voted)

### Union School

CBI has been contracted to do the assessment for restoration/rehabilitation and ADA access. A concept has been presented to the Historical Commission and the Commission on Disabilities

### New Public Records Law

A new public record law requires access to emails on committee business to and from members. Ms. Stickney will set up town email accounts for committee members for their use for committee business.

Financial reports were distributed

### Minutes

**MOVE:** To approve the draft minutes of the 11/14/16 meeting as submitted and revised to add mention of the plaque at the Highland School. (Moved by Mr. Frazier, seconded by Mr. Bears; passes unanimously)

Next meeting to be on 1/19/17

**MOVE:** To adjourn (Moved by Mr. Frazier, seconded by Mr. Bears; unanimously voted.)

Respectfully submitted,  
A.R. Fletcher, Jr., Secretary

The following documents were supplied to or reviewed by the committee before or during this meeting:

- Agenda for the Meeting
- Draft Minutes for 11-14-16
- Discussion of use of CPC administrative funds for employment
- Job description for Community Preservation Manager dated 11-28-16
- Financial Reports on status of CP funds