



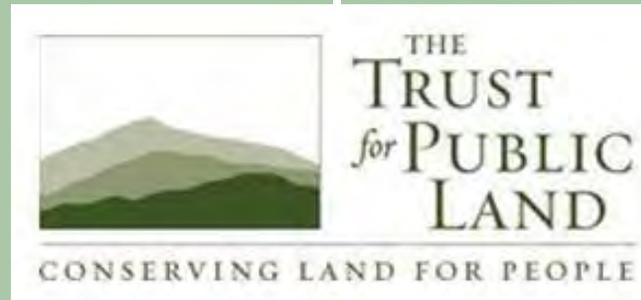
Implementing the Community Preservation Act



**Community
Preservation Coalition**

Preserving our past. Building our future.

About the Coalition



The Community Preservation Coalition

- Technical assistance
- Website
- Email newsletter & bulletins
- CPA advocacy and legislation
- Ballot measures (adoption, changes)
- Training conferences, webinars, presentations, publications, workshops

*Supported by membership dues from CPA communities
(Dues for surcharge level of \$100-\$250k are \$875)*

Coalition Website

The screenshot shows a web browser window displaying the Community Preservation Coalition website. The browser's address bar shows the URL <http://communitypreservation.org/>. The website features a logo with the text "Community Preservation Coalition" and the tagline "Preserving our past. Building our future." Below the logo is a search bar and a navigation menu with links: "About Us", "About CPA", "CPA News", "Success Stories", "CPA Projects Database", "Technical Assistance", and "Adopting CPA".

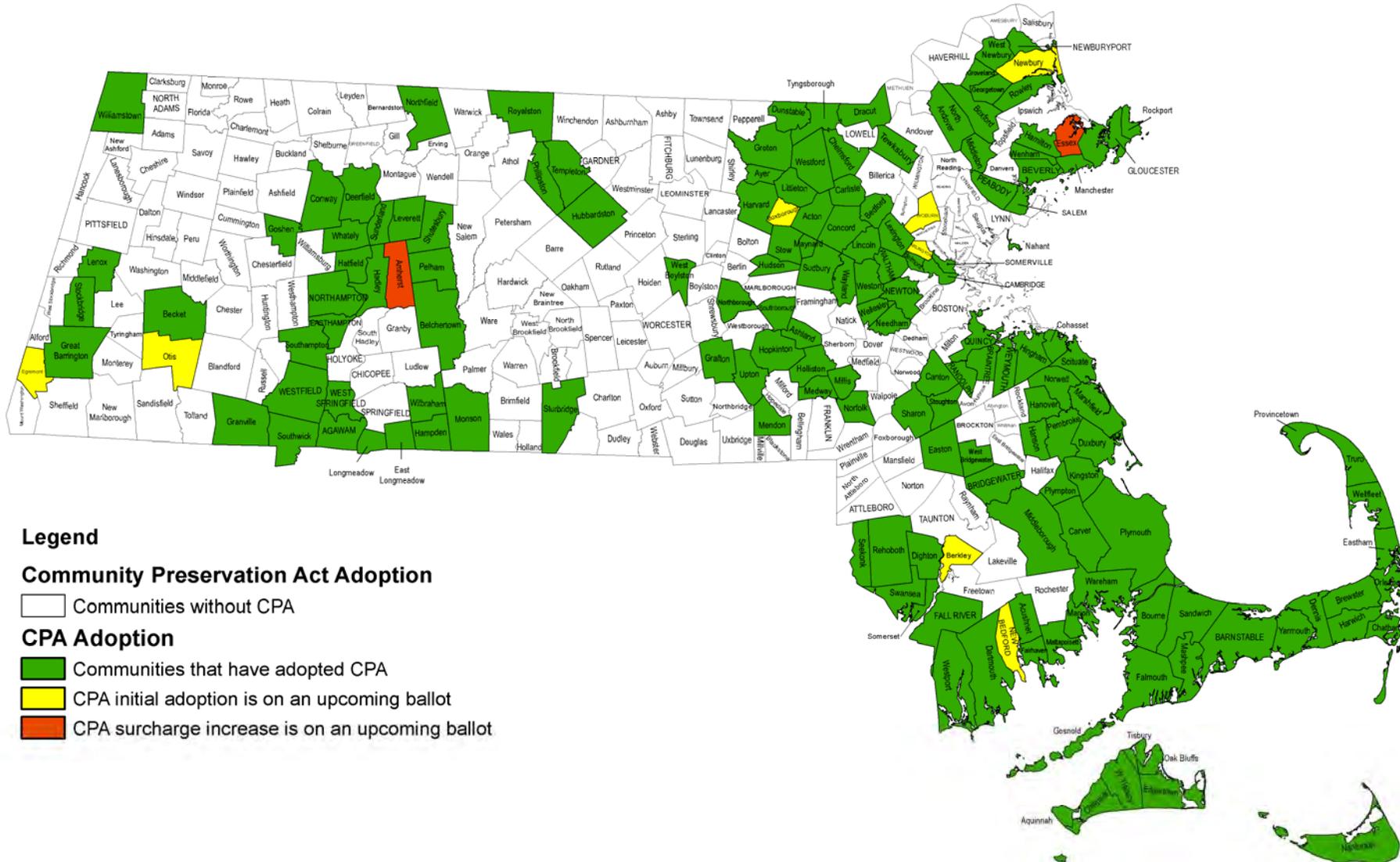
The main content area is divided into four columns, each with a title, a representative image, and a "Success Stories" button:

- HISTORIC PRESERVATION**: Image of a large bell.
- OPEN SPACE**: Image of a landscape with a rainbow over a lake.
- OUTDOOR RECREATION**: Image of a playground with a red slide.
- COMMUNITY HOUSING**: Image of a two-story apartment building.

Below these columns is a section titled "Working For The Community Preservation Act" with two paragraphs of text. To the right of this section is a "Latest CPA News" box containing a news item about a conference on April 2, 2011, with a link to "found here". Below the news box is a "CPA Trust Fund collections are up!" announcement, featuring a green dollar sign icon and text stating that Trust Fund Receipts at the Registries of Deeds from Sept. to Nov. totaled \$7.3 million this year, versus \$6.7 million last year - an increase of \$600,000.

At the bottom of the page is a "CPA Data Center" link. The browser's taskbar at the bottom shows several open applications, including "Novell Group...", "CPC Program...", "CPA with all...", "Community...", "Stuart's Bob...", "Document2 - ...", "S:\National P...", and "Microsoft Po...". The system clock in the bottom right corner shows "5:51 PM".

158 CPA Communities



CPA by the Numbers

(as of June 2014)

- 21,838 acres of open space preserved
- Funding for over 8,500 housing units
- 3,600 separate historic appropriations
- Over 1,250 appropriations for recreation
- Over 1.4 billion dollars raised for CPA projects!
(surcharge + match)

CPA Plan – Within the First Year

- Assess Community Preservation needs of your city (Review Master Plan, Open Space Plan, Housing Plan, etc.)
- Meet with other committees and boards
- Hold public hearing to get input on CPA priorities
- Prepare *Community Preservation Plan*

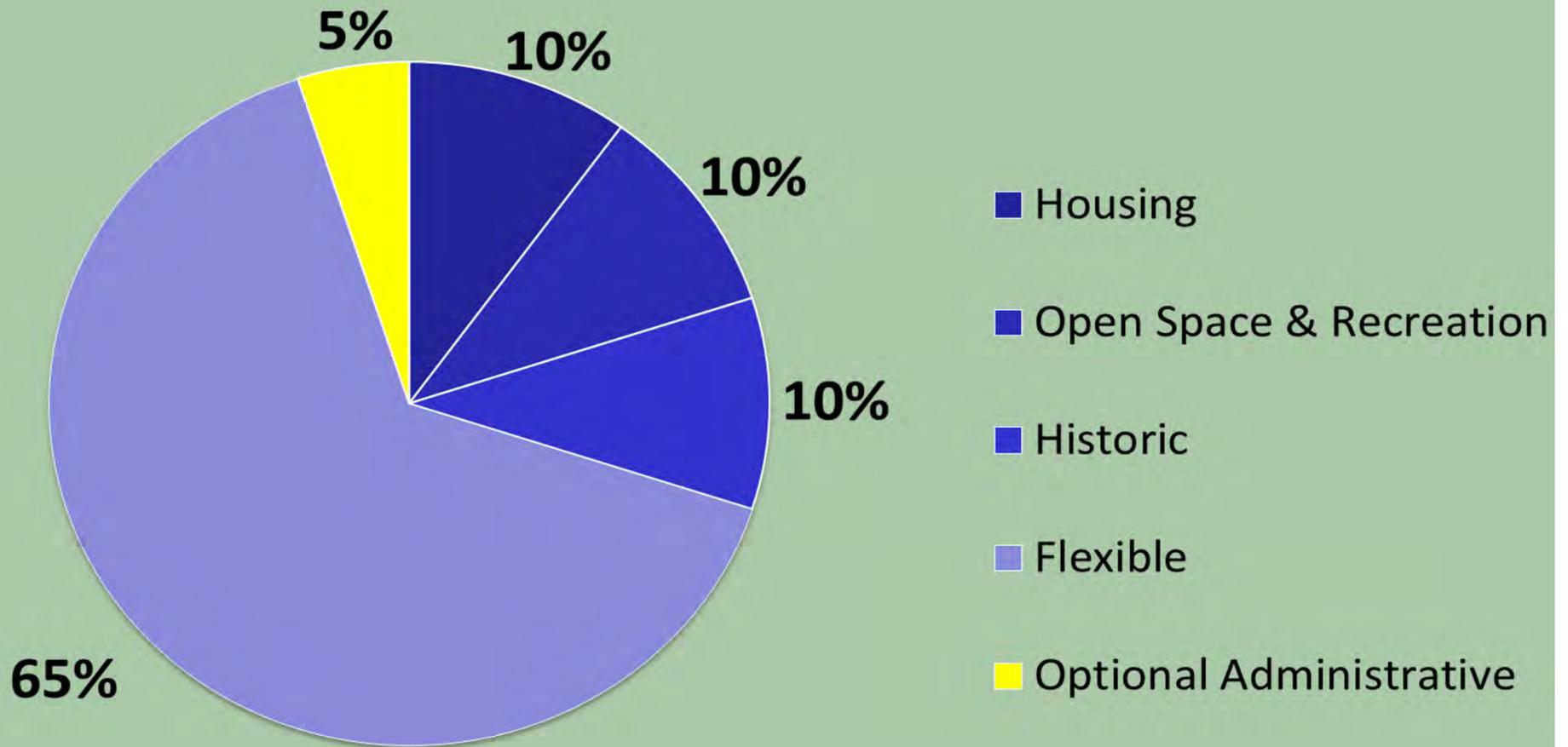
CPC Ongoing Requirements

- Hold at least one public hearing per year
- Update *Community Preservation Plan*
- Review CPA account balances & spending
- Prepare CPA budget for legislative body
- Make project recommendations to legislative body

CPA Annual Budget

- Usually done at same time as town budget
(so FY16 budget done this spring)
- Final deadline for budget: Before tax rate set
- Requires CPC recommendation to legislative body
- Beginning in FY16, based on total expected revenue (local surcharge plus state match)

Annual Spending Requirements



CPA Annual Budget (FY16 on)

- Required minimum spending (or reserve):
 - 10% of total revenue for housing projects
 - 10% for historic projects
 - 10% for open space & recreation projects
- Optional:
 - New project appropriations
 - Up to 5% for administrative expenses
 - Balance goes in a “budgeted reserve”

CPA FY2015 Budget

- Required Reserves (based on local revenue only – no state distribution this year):
 - 10% each for housing reserve, historic reserve and open space reserve
- Town financial staff can make above reservation at end of fiscal year by special permission of DOR (in first year of CPA only)

Administrative Account

- For FY16, CPC can request up to 5% of estimated revenues
- Unspent balance returned to undesignated fund at end of FY
- For CPC expenses only, not reimbursements to other municipal departments or to pay other municipal staff

Administrative Account Common Uses

- Hire administrative assistance
- Professional help: Appraisals, consultants, legal assistance, general studies
- Due diligence on project recommendations
- Newspaper ads for public hearing
- Misc. expenses

The CPA Trust Fund

- Administered by the Department of Revenue (DOR)
- Funds come from \$10 and \$20 fees charged at the Registries of Deeds
- **New!!** Additional \$25 million from the state budget surplus for 2013 and \$11.4 million in 2014. All towns received at least 31.50% match last year
- Next Year (Boxborough's first match): ??????

The CPA Trust Fund

Call or write your legislators and request they make CPA a budget priority in their meetings with Ways & Means

Senator: Jamie Eldridge
617-722-1120
james.eldridge@masenate.gov

Rep: Jennifer Benson
617-722-2340
jennifer.benson@mahouse.gov

Borrowing Permitted under CPA

- The only source of funds for FY15 projects
- Can only bond against local surcharge, not state match
- Two-thirds vote needed to pass bonded projects at Legislative Body
- Cannot pay debt service on non-CPA bonds

Determining Project Eligibility

It's all about the VERBS!

	Open Space	Historic	Recreation	Housing
Acquire	Yes	Yes	Yes	Yes
Create	Yes	-	Yes	Yes
Preserve	Yes	Yes	Yes	Yes
Support	-	-	-	Yes
Rehabilitate and/or Restore	Yes – if acquired or created w/CPA \$\$	Yes	Yes	Yes – if acquired or created w/CPA \$\$

Basic Tenets of CPA Spending

- No supplanting general municipal revenue
- No maintenance or operating expenses
- Recreation – Outdoor projects only
- Asset Purchases – Must file permanent restriction with the state, held by 3rd party
- Historic – Follow flow chart for projects

How do CPA Projects Happen?

Project applicants submit applications to Community Preservation Committee (CPC)



CPC reviews projects, gets input



CPC recommends list of projects to Legislative Body



Majority vote of Legislative body required for each project



Project Recommendations

- Should include amount in dollars and the funding source (which CPA account?)
- Should include name of board/commission or other party that is carrying out project
- Should include details of the project
- Should include CPA “verbs” that justify project
- CPC may include specific conditions

Sample Project Recommendation/Warrant Article

ARTICLE 36. To see if the Town will vote to appropriate \$53,500 from the Historic Resources Reserve of the Community Preservation Fund to fund Phase I of the Boxford Town Clerk's project for preservation of historic town records; said funds to be expended under the direction of the Community Preservation Committee and Town Clerk.

Legislative Body Actions Are Limited

- Approve recommendations of CPC
- Reject recommendations of CPC
- Reduce amount recommended by CPC
- Reserve amount recommended by CPC to applicable reserve account, rather than approving the project (rarely used)

Boxborough's Project Ideas

What projects
are you
considering?

Windrush Farm, North Andover



Shovel Shop, Easton



Credit: Marc Belanger

Declaration of Independence, Mendon

In CONGRESS July 4, 1776. A DECLARATION
By The REPRESENTATIVES of the UNITED STATES
OF AMERICA. In GENERAL CONGRESS Assembled
When in the Course of human Events, it becomes necessary for one People to dissolve
the political Bands which have connected them with another, and to assume among
the Powers of the Earth, the separate and equal Station which the Laws of Nature &
of Nature's GOD entitle them; a decent Respect to the Opinions of Mankind re-
quires that they should declare the Causes which impel them to the Separation.
We hold these Truths to be self-evident, that all Men are created equal,
that they are endowed by their Creator with certain unalienable Rights, that
among these, are Life, Liberty, and the Pursuit of Happiness:— That to secure
these Rights, Governments are Instituted among Men, deriving their just
Powers from the Consent of the Governed, that when any Form of Govern-
ment becomes destructive of these Ends, it is the Right of the People to alter-
or to abolish it, and to institute new Government, laying its Foundation
on such Principles, and organizing its Powers in such Form, as to them
shall seem most likely to effect their Safety & Happiness. Prudence, indeed,
will dictate that Governments long established should not be changed for

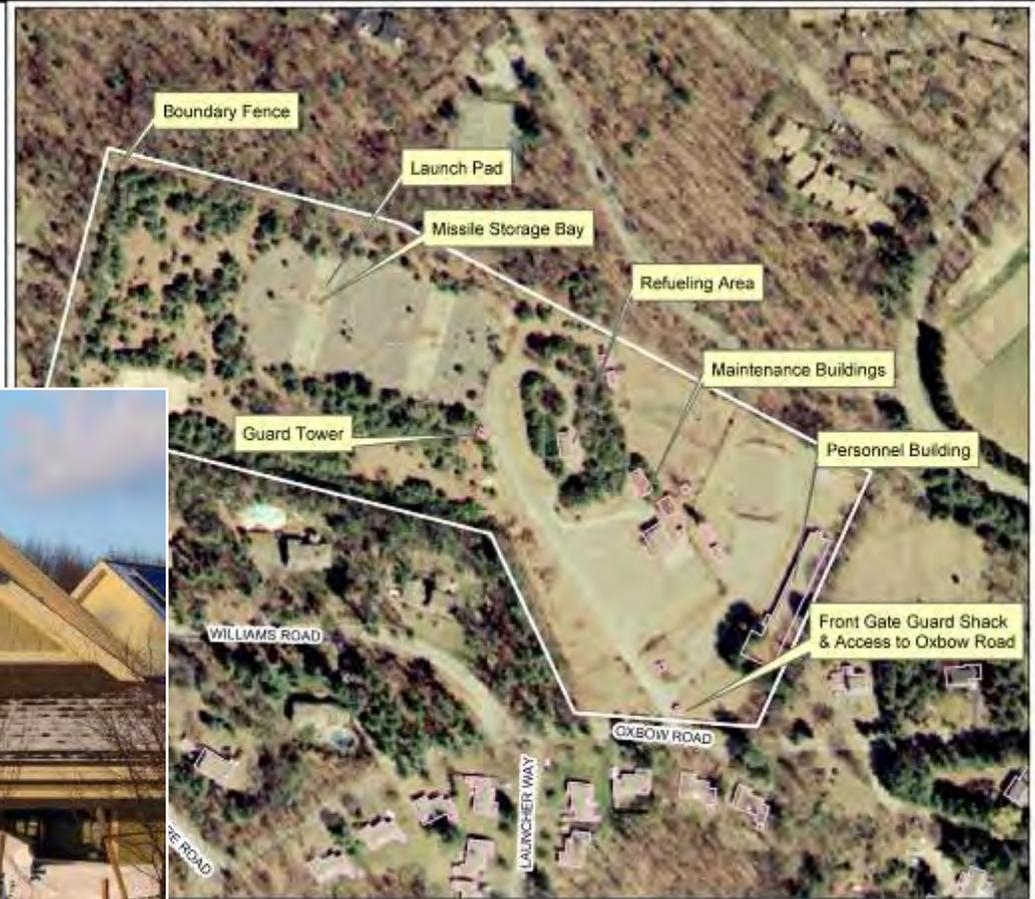
Town Hall, Needham



Lenox Library, Lenox



89 Oxbow, Wayland



Clipper City Rail Trail, Newburyport



Angino Farm, Newton



Specialty Housing

Douglas House, Lexington



Vet's Housing, Hingham

Contact Us

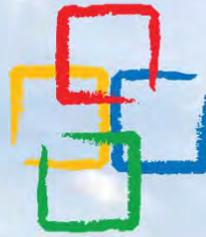
**Technical
Assistance Hotline**
617-367-8998

Stuart Saginor
Executive Director

Katherine Roth
Associate Director

Ria Knapp
Communications Director





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Questions?