

September 14, 2010

**Minutes  
Town of Lexington Appropriation Committee  
September 14, 2010**

Place and time: Selectmen's Meeting Room, 7:00 PM

Members present: Glenn Parker (Chair), John Bartenstein (Vice Chair and Secretary), Joe Pato (Vice Chair), Alan Levine, Eric Michelson Rob Addelson (ex officio, non-voting)

The Committee joined the Board of Selectmen, the Capital Expenditures Committee and the Community Preservation Committee for a summit to discuss issues arising under the Community Preservation Act ("CPA").

The agenda items were:

- The role of CPA funding in Town finance
  - What constitutes an appropriate project
  - Appropriate fiscal parameters
  - Priorities for project approval
  - Structure and content of proposals
- The role of the finance committees in project approval
  - Level of involvement
  - What information they need to make decisions
- Ownership of projects
  - CPC
  - Requestor
- Content of reports
  - CPC
  - Requestor

Please see the attached minutes of the Board of Selectmen, which are published on the Town web site at <http://lexingtonma.gov/Selectmen/selectmenminutes.cfm>, and which are also available in the Town Clerk's office, for details.

The meeting was adjourned at 8:50 PM.

A list of documents and other exhibits used at the meeting is attached.

Respectfully submitted,

John Bartenstein

*Approved December 6, 2010*

*September 14, 2010*

**Exhibits  
CPA Summit  
September 14, 2010**

1. Agenda posted by Board of Selectmen
2. "Recurring Major Issues in Using CPA Funds," prepared by A. Levine following discussion at a few Appropriation Committee meetings this past summer, September 12, 2010

CPA Summit  
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A CPA Summit was held on Monday, September 14, 2010, at 7:30 p.m. in the Selectmen Meeting Room, Town Office Building. Chairman Manz, Mr. Cohen, Mr. Burnell and Ms. Mauger; Mr. Valente, Town Manager; Ms. Addelson, Comptroller and Ms. Pease, Executive Clerk, were present.

Also Present: All Community Preservation Committee (CPC) members except Ms. Krieger and Mr. Wolk; Ms. Rice, CPC Clerk; all members of the Appropriations Committee (AC), except Ms. Garberg, Ms. McLeish and Mr. Neumeier; all members of the Capital Expenditures Committee (CEC).

Mr. Manz began the meeting by stating the purpose of the meeting was to discuss what projects should be brought before the CPC, who should own the projects and how projects should be financed.

The consensus of the group was that CPC has the discretion and authority to decide which projects should be brought forward to Town Meeting.

There was a discussion about whether long-range planning could be done since most projects are one time costs and not knowing when land acquisitions will be brought forward. CPC members stressed that they need information provided in a timely manner. CPC feels long-range planning should be done by the proponents as part of their submission. It was suggested that it may be helpful for CPC to meet with staff to discuss what projects they are suggesting in their longrange plan and what projects they want CPC funds for.

There was disagreement between CEC and AC regarding funding all projects that come before CPC. CPC clarified that the warrant includes a CPC article and a separate article for projects in case CPC does not recommend them. The CPC statute says they make recommendations, Town Meeting receives recommendations from AC and CEC and Town Meeting makes final decision.

CPC brought up Town projects and whether CPA funds should be used. Town projects need to be part of long-range planning of Town. The consensus of the group was that all projects should be brought before CPC and they make a recommendation to Town Meeting.

The question was raised whether the reserve policy should be reviewed; that there may be no need for a reserve and that CPC could prioritize projects and know when to put off projects for another year.

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There was a discussion about debt vs. cash. CEC can help with debt planning and their report for Town Meeting will have a lot of information on each of the projects to help CPC with what projects to recommend at Town Meeting.

CPA Summit – September 14, 2010

The long-range process needs collaboration, especially for municipal projects. There will need to be discussion on how to fund all the projects. Include CPC when CEC and AC review 5-year plan.

In order for the CPC to decide which projects to submit to Town Meeting, they will need to know the Town's plan for projects and will need help from the finance committees on how to finance the projects.

The Selectmen need to discuss who will be the "owner" of municipal projects and school projects should be "owned" by the school. Remember that the Town Meeting is the one that approves the capital budget.

Upon motion duly made and seconded, it was voted to adjourn at 8:50 p.m.

A true record; Attest:

Lynne A. Pease  
Executive Clerk