



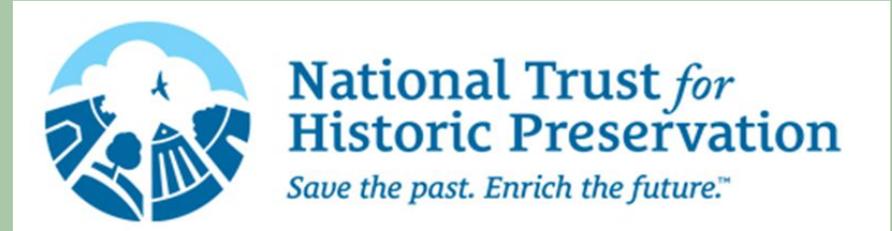
Implementing the Community Preservation Act



**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

Coalition Website

The screenshot shows the Community Preservation Coalition website in a Microsoft Internet Explorer browser window. The browser's address bar displays the URL <http://communitypreservation.org/>. The website features a navigation menu with links to [About Us](#), [About CPA](#), [CPA News](#), [Success Stories](#), [CPA Projects Database](#), [Technical Assistance](#), and [Adopting CPA](#). Below the navigation menu, there are four main content areas, each with a representative image and a 'Success Stories' link:

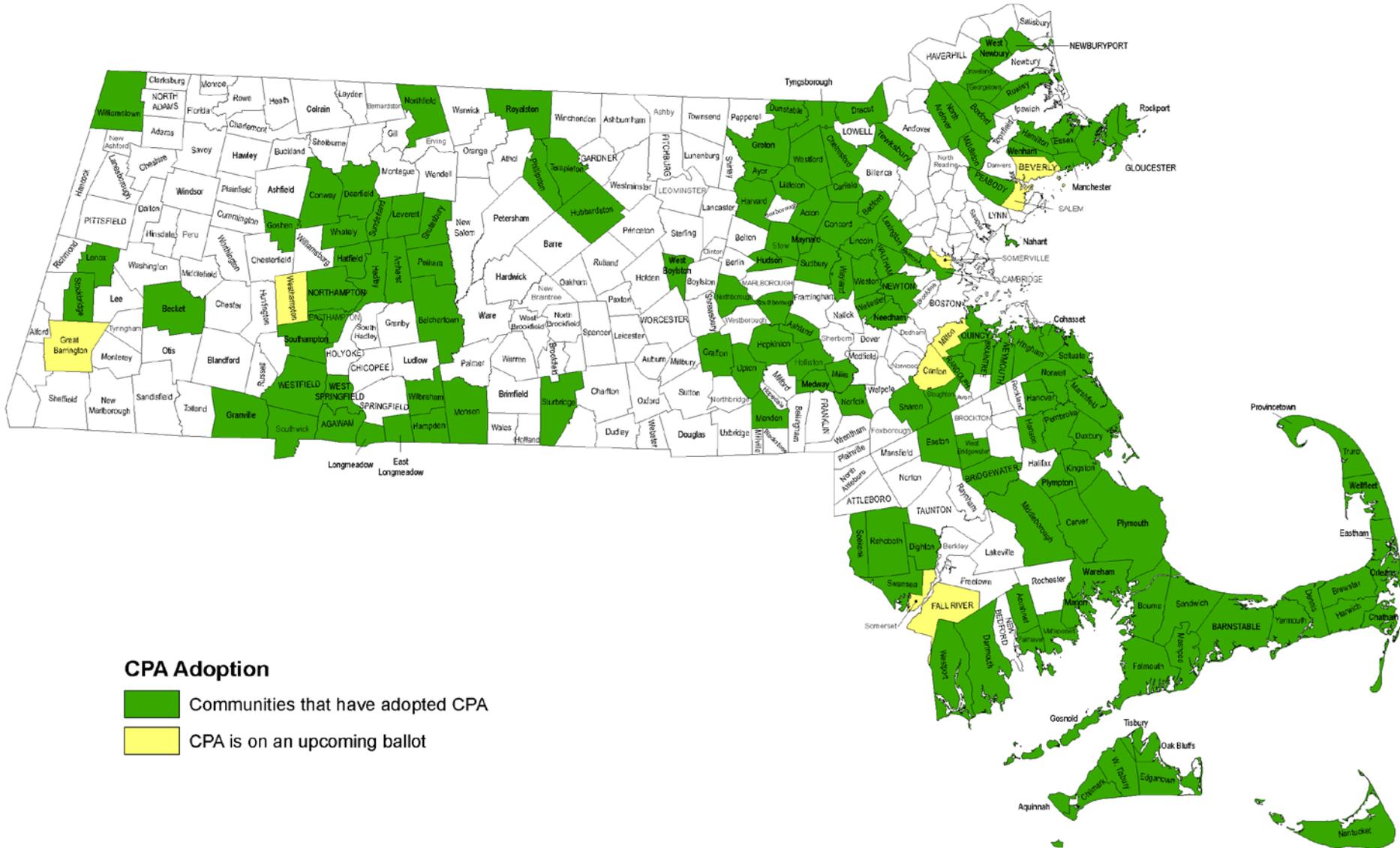
- HISTORIC PRESERVATION**: Image of a large bell.
- OPEN SPACE**: Image of a landscape with a rainbow over a lake.
- OUTDOOR RECREATION**: Image of a playground with a red slide.
- COMMUNITY HOUSING**: Image of a multi-story apartment building.

Below these sections, the main heading is **Working For The Community Preservation Act**. The text describes the coalition as an alliance of open space, affordable housing, and historic preservation organizations working with municipalities to help them understand, adopt, and implement the Massachusetts Community Preservation Act (CPA). It also mentions that the coalition was formed in the 1990s with the goal of achieving passage of the CPA.

At the bottom of the page, there is a section for **CPA Data Center** and a **Latest CPA News** section. The news section includes an announcement for the Bridgewater CPA Conference on April 2, 2011, and a report on CPA Trust Fund collections, which totaled \$7.3 million in 2011, an increase from \$6.7 million in 2010.

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 tray shows the time as 5:51 PM.

155 CPA Communities



CPA by the Numbers

(as of June 2012)

- 18,000+ acres of open space preserved
- Funding for over 6,700 housing units
- 2,800 separate appropriations for historic resources
- Over 800 appropriations for recreation
- Over a billion dollars raised for CPA projects (surcharge + match)!

Initial Tasks for CPC Members

- Read the CPA statute!
- Review Open Meeting Law and Public Records Law
- Review bylaw or ordinance that created your CPC
- Develop project application and project selection criteria/procedures

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 plan
- Prepare *Community Preservation Plan*

CPC Ongoing Requirements

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

CPA Annual Budget

- Usually done at same time as City budget
(so FY15 budget done next spring)
- Final deadline for budget: Before tax rate set
- Requires CPC recommendation to legislative body
- First State Match: November 2014 (FY15)

CPA Annual Budget

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

CPA 2014 Budget

- Do you have time to do an FY14 budget before the tax rate is set?
- If not, 10% reserves can be done by City Accountant at the end of the year
- FY14 (first year of CPA): Revenue consists of local CPA surcharge only

Administrative Account

- Up to 5% of estimated revenues
- Good idea to appropriate full amount
- 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 contract administrative help
- Professional help: Appraisals, consultants, legal assistance, general studies
- Due diligence on project recommendations
- Newspaper ads for public hearing
- Misc. expenses

Borrowing Permitted under CPA

- General obligation bonds
- Can only bond against local surcharge, not state match
- Two-thirds vote needed to pass bonded projects at Legislative Body

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

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

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)

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 indued 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

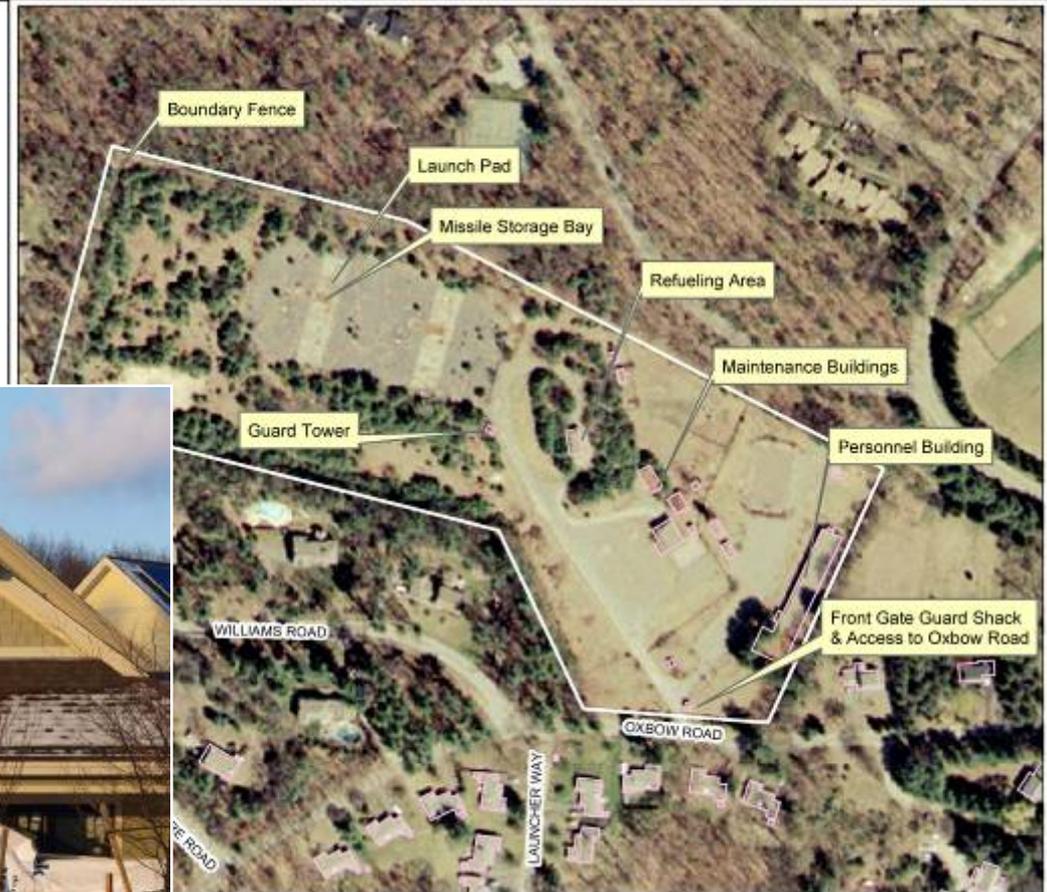
Town Hall, Needham



Lenox Library, Lenox



89 Oxbow, Wayland



Clipper City Rail Trail, Newburyport



Angino Farm, Newton



Contact Us

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Community Preservation Coalition

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Questions?