

Braintree Community Preservation Committee
Minutes
March 9, 2015
Johnson Chambers – Town Hall

Present: Dick Fletcher (Acting Chair) Darryl Mikami
 Ronald Frazier Paul Machado

Absent: Linda Raiss (Chair), Anne Murphy (V-Chair) and Pat Flynn

Also Present: Jim Casey, Town Clerk
 Christine Stickney, Director Planning & Community Development

Meeting convened at 7:45 PM

Old Business:

Town Clerk – Historical Records Preservation Project – Town Clerk Jim Casey was present at the meeting and members were provided a memo from him dated 2/19/15 previously sent for the February meeting that ended up being cancelled due to snow. Town Clerk Casey went through the memo and explained that he had worked with a vendor, Kofile Preservation to refine the estimate as was asked by the CPC at the December meeting. Using the historically significant threshold of 50 years of age, the estimate to do all the documents arrived at \$520K. A list of the Phase I documents considered the worst in need of preservation was attached to his letter. Mr. Casey explained how he would proceed with everything being scanned and then placed on a cd for a second back up that could also be adapted to be made searchable. He noted that this did not include 2 of the oldest maps that would cost \$10k to preserve – Ron Frazier mentioned he had the same originals in great condition. Paul Machado, referring to the minutes, read that Mr. Casey would seek a capital budget request for the remaining funds. Mr. Casey said for those other funds his intention is to work backwards starting at 2015 and digitize the most recent documents (birth and death certificates) since they would be getting the most future use – he explained the time required to produce a certificate today. Darryl Mikami asked the Town Clerk if Mr. Stewart from Kofile was an historic preservation person or merely scanned and how did he change any of the priorities based on his background. Mr. Casey responded he has an historic preservation background and he did move some items to the top of the list. Christine Stickney asked about the valuation and tax records and don't the Assessors retain this in their office – he said they are given to him so he has to retain.

Mr. Casey said he is looking for a vote from the CPC to allow him to move forward to get an RFP out to vendors. He added that right now Ms. Mello can assist him due to a lag in projects coming before her but in a few months she will be really busy. Paul Machado asked if we have addressed all the concerns of other members and if other vendors will have a chance to bid. Jim Casey responded that it is a process where all vendors will obtain the same information but not the prices as shown in the column. Christine asked if the RFPs come in less than or more than 100K what would he do. Jim Casey said the scope would be adjusted but he would not be coming back for more funding – perhaps years down the road. Members discussed if a vote had been taken rescinding the funding – Dick Fletcher said no vote had been taken. Christine explained the CPC could recommend, but only the Council can take official action

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to rescind. Jim Casey commented that this has been around since 2011 and the documents are in tough shape. He is committed to getting it done and off his plate.

Paul Machado **MOTION** to recommend that Town Clerk be allowed to go forward with the project as identified in the memo of 2/19/15, seconded by Ron Frazier. Discussion – Darryl Mikami expressed his reservations with taking a vote given Linda’s and Ann’s concerns and their absences tonight. Couldn’t the CPC wait a month to take the vote. Members Machado and Frazier agreed re: their absences, but it was time to move on it. Darryl Mikami offered a **MOTION** to table the matter until the next meeting, with no second the **MOTION** could not move forward. Dick Fletcher called for the vote on the original **MOTION** – vote was 3:1 (Mikami in opposition) Jim Casey said he would be contacting Barbara Mello and to get this going.

New Business:

CPA Applications – Christine reported only one application came in from Kelly Phelan, the Conservation Planner for a fish ladder match for the Great Pond Dam. Christine will provide members with the entire application to await direction on a meeting that Kelly can attend and answer questions.

Budget recommendations – Dick Fletcher will prepare motions for the April meeting.

Old Business (cont.):

Gallivan House Update – Christine reported Matt Mees has resigned as the President of the Braintree Historical Society. Ron Frazier said the Vice-President is very sick and can’t do and the Treasurer will not assume responsibilities. They are currently in dire straits and no one knows what is going on.

Administrative:

Annual Public Hearing – Ron Frazier **MOTION** to establish April 13, 2015 the date for the annual meeting, seconded by Darryl Mikami – unanimously voted.

CPA Invoice – Paul Machado questioned how the amount is derived – Dick explained it was based on the funds each Town received. The invoice this year is for \$2,875 – Darryl Mikami **MOTION** to pay the invoice, seconded by Ron Frazier – unanimously voted.

Minutes – Ron Frazier **MOTION** to accept the minutes of 11/10/14 with minor corrections, seconded by Darryl Mikami – unanimously voted. Ron Frazier **MOTION** to accept the minutes of 1/12/15 with minor corrections, seconded by Darryl Mikami – unanimously voted.

Ron Frazier **MOTION** to adjourn the meeting, seconded by Darryl Mikami – unanimously voted. The meeting adjourned at 8:35PM.

Respectfully submitted,

Christine Stickney, Director
Planning and Community Development