

Town of Longmeadow, Massachusetts

COMMUNITY PRESERVATION PLAN

SPRING 2014

*A Plan developed to guide the spending of the Town of Longmeadow's
Community Preservation Act Funds*

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Introduction

Overview of the Community Preservation Act (CPA)

The Community Preservation Act, M.G.L. Chapter 44B, is state enabling legislation passed by the Legislature and signed into law in September 2000. The CPA allows any city or town in the Commonwealth of Massachusetts to implement a voter-approved property tax surcharge of up to 3% to establish a dedicated local fund for open space, outdoor recreation, historic preservation and affordable housing projects. Local adoption of the program triggers annual distributions of funds to the community from the statewide Community Preservation Trust Fund for CPA purposes. Revenues to the statewide Community Preservation Trust Fund are derived from fees charged at the state's Registries of Deeds, and from state budget surplus funds. The citizens of Longmeadow voted to adopt the CPA in June of 2006 with a property tax surcharge of 1%. Longmeadow elected to exempt from the surcharge the first \$100,000 of assessed value of each residential property, as well as low income homeowners and low and moderate income senior homeowners.

Basics of CPA Implementation

1. Annual Spending/Set-Aside Requirements

- Each year, at least 10% of the Town's community preservation fund revenues must be set aside or spent on projects in each of the following three programmatic areas: historic preservation, open space and recreation, and community housing.
- The remaining 70% of the funds are undesignated, and can be used for any allowable project in any of the CPA programmatic areas (5% of these funds may be allocated for the Community Preservation Committee's administrative needs each year).
- The Town's Community Preservation Committee may choose to recommend to Town Meeting that some or all of CPA funds be "banked" or reserved for significant projects and opportunities in the future.

2. Spending of CPA funds is controlled by Town Meeting

- The Town Manager, Town boards and departments, civic organizations, and residents may bring proposals for funding to the Longmeadow Community Preservation Committee (CPC). In some instances, the CPC may be the catalyst for projects.
- The Longmeadow CPC will give favorable consideration to those proposals which best meet its guidelines and are consistent with Longmeadow goals in the areas of open space, recreation, historic resources and/or community housing. What is allowable under each of these is clearly stated in the CPA Legislation (see CPA Allowable Uses chart in Appendix, page 21)

- The Longmeadow (CPC) reviews all CPA project proposals and then recommends a list of projects to be funded to Town Meeting.
- Voters at Town Meeting then accept, reject, or accept with reduced funding the projects recommended by the CPC.

3. The Longmeadow Community Preservation Committee (CPC)

- The Longmeadow CPC is a Town board charged with implementing the Community Preservation Act locally. It is made up of nine members; four are at-large members, appointed by the Select Board, and five members are representatives designated by Town boards (Planning Board, Conservation Commission, Housing Authority, Park and Recreation Commission, and Historical Commission).
- The CPC does not have the power to appropriate funds for particular projects, only to make recommendations to Town Meeting. Under the law, the power to appropriate CPA funds is reserved solely for Town Meeting, acting only upon the recommendations of the CPC.
- The CPC wants to provide a strong and consistent rationale for its recommendations.
- The CPC seeks a Town-wide and long-term perspective. This Community Preservation Plan will assist the CPC in developing this perspective.

4. Longmeadow's Community Preservation Plan

- Longmeadow's Community Preservation Plan was developed with input from Town boards, committees and residents at-large.
- This input informed the CPC's study of the Town's needs, possibilities and resources regarding community preservation.
- The CPC review included a preliminary evaluation of historic preservation, open space, and community housing opportunities in Town. Community preservation plans from other communities were also reviewed.
- Based on information gathered from this collaborative process, the CPC developed this Community Preservation Plan to help the Town make the best possible use of its CPA funds.
- The Plan will be used to guide the evaluation of proposed projects, although it is not binding upon the CPC.

Community Preservation Act Allowable Spending at a Glance

The CPA Allowable Spending Chart below provides a brief overview of the allowable uses of CPA funds in each of the CPA project categories: open space, recreation, housing, and historic preservation. This chart is critical for determining whether a proposed project is eligible for CPA funding. The Chart is adapted from “Recent Developments in Municipal Law”, Massachusetts Department of Revenue, October 2012.

A detailed PDF Mass. Dept of Revenue CPA Allowable Uses Chart is in the appendix. This PDF provides a detailed description of allowed spending in each CPA category.

CPA Allowable Uses

	Open Space Mandated: 10% of funds each year ¹	Historic Mandated: 10% of funds each year ¹	Recreation	Housing Mandated: 10% of funds each year
Acquire	Yes	Yes	Yes	Yes
Create	Yes	No	Yes	Yes
Preserve	Yes	Yes	Yes	Yes
Support	No	No	No	Yes
Rehabilitate and/or Restore	Yes, if acquired or created with CPA funds	Yes	Yes (<u>new 7/8/2012</u>)	Yes, if acquired or created with CPA funds

Additional CPA Information:

Additional information about the CPA including legislation, history, funding limitations, funding requirements, projects in other communities, and so forth can be found on the Community Preservation Coalition’s website: <http://communitypreservation.org/>

¹ If the 10% is not spent, the funds are put in reserve for future projects; they cannot be spent in other areas. The remaining 70% of the funds are undesignated, and can be used for any allowable project in any of the CPA categories.

Historic Preservation

CPA funds may be expended for: *the acquisition, preservation, rehabilitation and restoration of historic resources, where historic resources are defined as a building, structure, vessel, real property, document or artifact that is listed on the state register of historic places or has been determined by the local Historical Commission to be significant in the history, archeology, architecture or culture of Longmeadow.*

Historic Preservation Overview

Longmeadow is one of the oldest communities in the Commonwealth of Massachusetts. The first house was built in the meadows about 1644. In 1703 permission was granted to settle on “the hill” (our current Longmeadow Street) and to begin to establish a community separate from Springfield. By 1714 several houses had been built around a common green, a new meetinghouse was under construction on the Green.

In the years that followed Longmeadow slowly grew. More houses cropped up around the Green and farms were built up and down Longmeadow Street. By the 1750’s houses appeared in the eastern part of Longmeadow in the area we now know as East Longmeadow. Still predominately a farming community, small shops and businesses were established around and on the Green. On October 17, 1783, Longmeadow was incorporated as the first community in the newly formed Commonwealth of Massachusetts. Paperwork had been filed for incorporation before the Revolution, but with the outbreak of war it was shuffled aside.

- **The Longmeadow Historical Commission:** The purpose of the Longmeadow Historical Commission is to plan and implement programs for the identification, evaluation, preservation and protection of Longmeadow’s historic places. The Historical Commission works in an advisory capacity to other Town commissions and boards to ensure that historic preservation is considered in planning for future Longmeadow development. The Longmeadow Historical Commission collaborates with the other historical bodies in Town, the Historic District Commission and the Longmeadow Historical Society, to promote the value of history, to educate the public regarding the history of the Town and to encourage historic preservation in Longmeadow.
- **The Historic District Commission,** also a public body, is responsible solely for regulatory design review of properties within the Longmeadow Historic District.

- **The Longmeadow Historical Society** is a private, non-profit organization that works to educate the public on pertinent historical matters, preserve the Storrs House museum, and maintain historical collections and records.

Resources

Longmeadow adopted the Community Preservation Act in 2006 at a rate of 1%. Once adopted, the Act requires towns to dedicate at least 10% of the monies raised each year to historic preservation.

CPA Fund Historic Expenditures

The primary use of CPA funds is to acquire, preserve, rehabilitate and restore publicly owned historic resources. However, in exceptionally meritorious cases privately owned historic buildings will be considered for community preservation.

Historic Preservation Goals

1. Preserve and protect historical and scenic resources:
 - Historic District
 - Longmeadow Cemetery
 - Buildings and sites
 - Archeological sites and artifacts
 - Landscapes
 - Objects and artifacts
 - Documents and photos
2. Preserve and protect Town-owned historic buildings:
 - Community House
 - Town Hall
 - American Legion Building/Old Town Hall
 - Center School
3. Preserve Longmeadow's history in various forms:
 - Written word
 - Still and motion photography
 - Audio recordings, including oral interviews

Community Housing

CPA funds may be expended for: *“...the acquisition, creation, preservation, and support of **community housing** and for the rehabilitation or restoration of community housing that is acquired or created with CPA funds. Community housing is defined as low and moderate income housing for individuals and families, including low or moderate income senior housing.”*

Community Housing Overview

Under the direction of the Longmeadow Housing Authority the Town of Longmeadow funded a Housing Needs Assessment and Action Plan in 2009 with Community Preservation Act funds. This report identified the specific unmet housing needs of Town residents and developed action steps to meet these needs in ways that will also support overall community goals. An objective of this Housing Action Plan is to make effective use of Longmeadow’s Community Preservation Act affordable housing funds.

The plan examines local and regional demographic and housing trends and identifies the types of housing units needed and the types of Longmeadow residents not being served by the current supply of housing. The second section examines Longmeadow affordable housing opportunities and challenges; identifies existing development conditions; and identifies potential sites for affordable housing development. Local and regional organizations that can offer support are also identified. The final section outlines strategies and action steps to be undertaken by the Town and community organizations to increase and improve housing opportunities and reviews possible funding sources.

A copy of the Housing Needs Assessment and Action Plan is available on the Longmeadow Town website at:

http://www.longmeadow.org/wp-content/uploads/2011/04/Longmeadow_Housing_Plan_Final_Appendix_sm.pdf

Resources

Longmeadow adopted the Community Preservation Act in 2006 at a rate of 1%. Once adopted, the Act requires towns to dedicate at least 10% of the monies raised for affordable housing. Longmeadow’s high median household income has prevented the Town from applying for Community Development Block Grant Funding (CDBG) funds in the past because the government typically selects communities that can demonstrate a high level of need. For this reason, Longmeadow should not expect to receive this funding.

Needs

The Longmeadow Housing Authority is working to understand and encourage the development of housing that fits the needs, resources, and preferences for groups of particular concern, including seniors, retired people, households with modest incomes, and young people just starting out. Land and housing values have priced many first-time home buyers out of the market, preventing children who grew up in Longmeadow from being able to afford a house in their hometown. A related concern is that long-time residents with reduced incomes may find it economically challenging to continue to live in Longmeadow.

CPA Fund Community Housing Expenditures

CPA funds can support numerous affordable housing initiatives, including, but not limited to, the following: rehabilitation programs, redevelopment costs related to property purchases, purchases of property, or the subsidization of one or more units that are planned or under construction for affordable housing. The funds can also be used to develop outreach materials related to affordable housing and to hire staff or consultants for planning and administrative purposes.

Housing Authority Goals

- Identify specific unmet housing needs of Longmeadow residents of all ages and income levels
- Support projects that enable seniors, people with limited incomes, and people with special needs to stay in their home
- Support projects in Longmeadow suitable for affordable housing development
- Identify and support the most effective and appropriate action steps to meet these housing needs
- Identify and apply for funding from additional funding sources for carrying out these action steps
- Develop a plan for meeting the Town's 10% affordable housing as required under Massachusetts Chapter 40B
- Identify a strategy for adding 0.5% of year-round affordable housing units annually
- Support efforts for an Accessory Dwelling Bylaw for vote at Town Meeting that will address some of the affordable housing short comings

Recreation

CPA funds may be expended for: “...the acquisition, creation, preservation, rehabilitation and restoration of land for **recreational** use ... Recreational use is defined as active or passive. The Act prohibits use of CPA funds to acquire, create, preserve or rehabilitate land for a stadium, gymnasium, or similar structure, or for horse or dog racing.”

Overview

The Longmeadow Parks and Recreation Department began in 1966. The Park and Recreation Department serves over 5000 residential households and offers over 75 programs with over 450 combinations of specific activity offerings. This equates to over 13,000 people that are serviced by the staff and the activity offerings listed. There are 11 full time staff and 22.15 full time equivalents (FTE's).

- The Mission of the Longmeadow Parks and Recreation Department:
 1. The Longmeadow Parks and Recreation Department, operating under the direction of the five member Board of Park Commissioners, is dedicated to developing and maintaining beautiful, safe and environmentally friendly open spaces for the public to use and enjoy.
 2. Through affordable, comprehensive and exceptional experiences, we build a sense of community, enrich people's lives and contribute to total development of the individual, family, and the Town of Longmeadow.
 3. We excel to meet the needs of our customers and residents and the needs of the Town of Longmeadow through activities and parks that are representative of the best practices of our profession.
- The Strategic Plan Mission of the Longmeadow Parks and Recreation Department is to develop, improve, and enhance the Town of Longmeadow's tradition of providing superior recreation programs, facilities, services and passive recreation opportunities utilizing environmentally sound practices with our natural resources.

A copy of the 2004 Longmeadow Strategic Master Parks and Recreation Plan is available from the Park and Recreation Department.

A copy of The Longmeadow Open Space and Recreation Plan is available at:
<http://www.longmeadow.org/wp-content/uploads/2012/02/2012-Open-Space-Plan.pdf>

Resources

A Recreation Revolving Account was established in 1992 for the purpose of maintaining recreation services to the residents of Longmeadow without increasing the tax burden. The Revolving Account is divided into 14 sub accounts: child care, extended care, day camps, sports camps, youth programs, youth leagues, teen programs, adult programs, adult leagues, dance, aquatics, cultural, facility, and administration.

Managed by the Director of Parks and Recreation and monitored by the Board of Park Commissioners, the Recreation Revolving Account allows for all direct program and activity expenses and some indirect expenses (utilities, supplies and office administration) to be recouped through fees, charges, sponsorships and donations.

- Equitable fees and charges are established for use of services, equipment, and participation in activities.
- All fees and charges are developed with a combination of “going rate,” “demand oriented,” and “variable rate” pricing methods.
- Capital projects are still funded, with approval, through available town reserve funds.
- This account allows for a fund balance to carry over from year to year. This is vital to the continued growth of the department and ensures financial viability. Since the participants in the programs generate the revenue, all additional funds remaining at the end of the budget year are allocated to future programs and departmental improvements that will be of direct benefit to these participants.

Community Preservation Act Fund Recreation Expenditures

CPA recreational funds are to be used for land for active or passive recreational use including, but not limited to, the use of land for community gardens, trails, and noncommercial youth and adult sports, and the use of land as a park, playground or athletic field. It does not include horse or dog racing or the use of land for a stadium, gymnasium or similar structure. This prohibition has generally been interpreted to mean that CPA funds may be used only for outdoor, land-based recreational uses and facilities.

Ten percent (10%) of annual CPA revenues must be spent or set-aside each year for open space and recreation projects (combined), and additionally, up to 70% of annual CPA revenues each year is available for appropriation for CPA-eligible recreation projects, at the community’s discretion. CPA funds may be used for the acquisition of land to be used for recreation, or for the creation of new recreational facilities on land a community already owns.

A 2012 amendment to CPA broadened the law to also allow for the rehabilitation of existing, outdoor recreational facilities. The amendment made it clear that with respect to land for recreational use, "rehabilitation" could include the replacement of playground equipment and other capital improvements to the land or the facilities thereon to make them more functional for their intended recreational use.

Another change ushered in by the 2012 amendment was a prohibition on the use of CPA funds for the acquisition of artificial turf for athletic fields. Communities may still use their CPA funds for other aspects of a field project, but must appropriate non-CPA funds to acquire the artificial turf surface.

Goals of the Longmeadow Parks and Recreation Department

The Longmeadow Parks and Recreation Department developed a Strategic Master Plan in 2004.

1. Town owned parks and conservation areas are used for their appropriately designated uses and well-cared for.
 - Local rules and regulations for each Town owned park and/or conservation area are well-known by users and applied.
 - Maintenance plans for town-owned parks and conservation areas are developed and implemented, and updated as needed.
 - Town-wide tree belt is healthy and sustained for future generations.
2. Adequate youth athletic facilities exist for the Town of Longmeadow.
 - Existing athletic facilities are well-maintained and support peak seasonal use
 - A sufficient number of fields exist for each sport such that an appropriate period of field rotation can be applied to ensure the long-term health of the recreational facility.
3. Core of community volunteers is actively engaged in maintenance of local parks and conservation areas.
 - Community volunteers support the Town of Longmeadow's efforts to maintain and police local parks and conservation areas.
 - Participation in community volunteer core promotes community pride and respect for community resources.
4. The Connecticut River and its floodplain are protected as a wildlife corridor and used for passive recreation.
 - Access to the river for passive recreation is available to Town residents on town owned land.
 - The floodplain is permanently protected for ecological value.

Open Space

CPA funds may be expended for: *the acquisition, creation and preservation of open space, and for the rehabilitation and restoration of open space acquired or created with CPA funds. This includes land to protect existing and future well fields, aquifers and recharge areas, watershed land, agricultural land, grasslands, fields, forest land, fresh and salt water marshes and other wetlands, ocean, river, stream, lake and pond frontage, beaches, dunes and other coastal lands, lands to protect scenic vistas, land for wildlife or nature preserve and land for recreational use.*

Open Space Overview

Ten percent (10%) of annual CPA revenues must be spent or set-aside each year for open space and recreation projects (combined), and additionally, up to 70% of annual CPA revenues each year is available for appropriation for CPA-eligible recreation projects, at the community's discretion.

Longmeadow is a community at or very close to build out, with few areas that remain in their natural condition, kept explicitly for wildlife habitat. The Longmeadow Open Space and Recreation Plan was adopted by the Town in 2012 with the purpose of evaluating all Town owned open space and recreational facilities managed by the School Committee, the Department of Public Works, the Parks and Recreation Department, and the Conservation Commission. The Longmeadow Open Space Plan defines open space as "land either left to its natural condition, or managed to maintain a particular type of ecological habitat such as a meadow or forest, or function such as wildlife corridor."

A copy of The Longmeadow Open Space and Recreation Plan is available at:

<http://www.longmeadow.org/wp-content/uploads/2012/02/2012-Open-Space-Plan.pdf>

It should be noted that the term open space is also used to describe expanses of undeveloped land utilized for recreational purposes such as golf courses, ball fields, and park lawns. These areas although altered to such an extent that they no longer attain high ecological integrity, do provide other environmental benefits such as potential aquifer recharge areas, stormwater filtration, scenic vistas, and select habitats for some species. Open space also makes an important contribution to quality of life. Public recreation areas and open space provide a focus for community life and promote an identifiable community character.

Key existing Open Space properties in Longmeadow, outside of those identified for recreation, include the following:

- **The Meadows:** The 1,700 acre Meadows at the western edge of Town along the Connecticut River is used for commercial agricultural use and leaf composting. The land is leased under a contract administered by the Department of Public Works. Crops are grown from spring through fall. Leaf composting begins in mid October and last for approximately 8 weeks.
- **The Fannie Stebbins Memorial Wildlife Refuge:** This Wildlife Refuge, privately owned by the Allen Bird Club of Springfield, Massachusetts, is listed by the National Park Service, Department of the Interior, along with other Town conservation land in the Meadows, as the 152nd site to be included in the Registry of National Landmarks. Such a listing designates this land as a nationally significant natural area. To be nationally significant, it must be one of the best examples of a type of biotic community of geologic feature in its physiographic province, such as terrestrial and aquatic ecosystems. The Refuge is comprised of approximately 338 acres of prime riverine forest, wet meadows, wetlands and brooks with a number of walking trails and numerous plants and wildlife. It is host to a number of uncommon, rare, and several threatened and endangered species. It is open to the public for hiking, snowshoeing, cross-country skiing, and wildlife observation, as well as educational programs.
- **Other:** There are also a few municipal conservation properties owned by the Conservation Commission, and a few smaller residential parcels.

Resources: will be addressed by the Conservation Commission

Needs: will be addressed by the Conservation Commission

Open Space Goals

The primary use of CPC funds for Open Space will be to support the Open Space & Recreation Plan Goals, in particular the goal to protect the Connecticut River and its floodplain as a wildlife corridor and used for passive recreation. This includes the following objectives:

- Make available and/or develop access to the Connecticut River for passive recreation for Town residents on Town-owned land
- Protect the ecological value of the floodplain

Actions to support this, as identified in the Longmeadow Open Space & Recreation Plan and supported by the CPC, include:

- Develop improved access to the Connecticut River for canoeing and kayaking
- Enhance trail system on Town-owned land in “the Meadows” for passive recreational activities including hiking and bird-watching
- Seek permanent protection of privately owned parcels abutting the river

The Community Preservation Committee will work in concert with the Longmeadow Conservation Commission to identify, evaluate and, where feasible, purchase privately owned land for the purposes of supporting the above goals.

APPLICATION CRITERIA AND APPROVAL PROCESS

General Criteria

Projects eligible for CPA funds must benefit the Town of Longmeadow by meeting one or more of the following criteria:

- The acquisition, creation and preservation of open space
- The acquisition, rehabilitation and preservation of historic resources
- The acquisition, creation, preservation and support of community housing
- The acquisition, creation and preservation of land for recreational use, and;
- The rehabilitation and restoration of open space and community housing acquired or created with CPA funds.

Project funds cannot be used for routine maintenance.

A detailed PDF of the Mass. Dept of Revenue Allowable Chart is in the appendix. The PDF provides a detailed description of what is allowed in each category.

1. Application Process – Community Preservation Committee:

- All applications that are submitted prior and up to the announced deadline will be considered by the CPC Committee for funding.
- The application form is available on the Town website at: www.longmeadow.org.
- The CPC Committee will hold public meetings designed to give applicants an opportunity to more fully explain their application and answer questions that the CPC Committee may have regarding the application.
- The CPC will meet in an open, public meeting to discuss each application, determine eligibility of each application, and ultimately, to vote on whether to approve the application (as submitted or modified) or reject it.
- If an application is rejected, the applicant will not receive CPC funds for that funding year.

2. Project Evaluation Criteria During Review by Community Preservation Committee:

The goal of the CPC is to fund those applications that afford the most benefit to the Town while making best use of the limited funding available. The following factors will be considered in evaluating each proposed project:

- Financial and administrative feasibility
- Timing (Does the project requires immediate attention?)
- Degree to which project serves multiple community needs and populations
- Degree to which project helps preserve Town-owned assets
- Whether the project involves the acquisition or preservation of threatened resources
- Availability of other sources of funding
- Degree to which the project promotes the use of local contractors when possible
- Whether the project has a means of support for maintenance and upkeep
- Whether the project serves a currently under-served population
- Degree of community support
- Degree to which the project provides a positive impact to the community (Note: consider removing this criterion, since this could be very subjective!)
- Level of support from Town board(s) or committee(s)

Note that applications will not be considered from applicants with previous completed CPA-funded projects who have not submitted a final report (or reports) for this (these) prior CPC-funded project(s).

3. Application Process – Town Meeting:

- If the application is approved, the CPC will move to place it on the Annual Town Meeting Warrant with each request listed as separate warrant article.
- If a CPA project-warrant article is approved at Town Meeting, the CPA funds will be allocated to the applicant in accordance with financial procedures followed by the Town, or in accordance with a grant agreement signed by the project proponent and the town in the case of private entities receiving a grant of CPA funds from the town.
- If the CPA project-warrant article is not approved, the money will not be appropriated or disbursed and will remain in the CPC account from which it was proposed to be taken. These funds will be available for future projects.

4. If a CPA Project is Approved at Town Meeting:

All CPA project applicants receiving CPA funding are responsible for:

- Documenting how the CPA grant money is allocated and complying with all financial procedures required by the Town.
- Filing a quarterly report with the CPC to keep it informed of the project's progress. The report should include:
 - Status of the project
 - Estimated completion date
 - Any issues with the project as originally proposed
 - Notification of any unforeseen delays
 - A record of funds expended to date
 - Copies of publicity efforts to raise public awareness of the project and to note the CPA funding assistance
 - Any assistance you might need from the CPC in order to complete the project
- Completing and submitting to the CPC an end-of-project report detailing the project results and expenditures. The end-of-project report is available on the Town website at www.longmeadow.org.
- After completion of the project all remaining unspent CPA project funds will revert to the Longmeadow CPA account from which they were taken.

Community Preservation Plan Process

The CPC does not have the power to appropriate funds for particular projects, only to make recommendations to Town Meeting. Under the law, the power to appropriate CPA funds is reserved solely for Town Meeting, acting only upon the recommendations of the CPC. For these reasons, the CPC wants to provide a strong and consistent rationale for recommendations to Town Meeting. The Longmeadow CPC seeks a Town-wide and long-term perspective through a Community Preservation Plan that will assist the CPC in developing this perspective.

Longmeadow's Community Preservation Plan was developed with input from the relevant Town boards, committees and residents at-large.

Based on information gathered from this collaborative process, the CPC developed this Community Preservation Plan to help the Town make the maximum use of CPA funds. The Plan will be used to assist with the evaluation of proposed projects, although it is not binding upon the CPC.

The Plan Development process included five phases:

- Gathering information for the Community Preservation Plan
- Review of draft plan
- Gathering information from Town boards and committees
- Public hearing
- Finalize plan

Phase 1 – Gathering Information for the Community Preservation Plan:

- Community preservation plans from other communities were reviewed.
- Information submitted by CPC members representing The Park and Recreation Board, The Longmeadow Housing Authority, The Conservation Commission and the Historic Commission was reviewed.
- A review of existing historic preservation, open space, recreation, and community housing opportunities and challenges in Town, including a review of existing plans was undertaken.
- The above information was collated and served as the basis for the first draft of this Plan.

Phase 2 – Review Plan Draft:

- The CPC reviewed a draft copy of the Plan. Edits were offered and incorporated into a new draft.
- Additional drafts were prepared and circulated for review and comment.
- After several drafts the CPC felt the document was ready for public review, hereafter referred to as Draft Document for Public Review.

Phase 3 – Gathering input from Town Boards and Committees:

- The Draft Document for Public Review was circulated among the various Town boards, which have authority over issues such as historic preservation, housing, open space and recreation.
- The Select Board and Planning Board were also included in this review.
- Comments and suggestions were sought from each of those Town boards. These comments were reviewed and incorporated into the next draft as appropriate.

Phase 4 – Public Hearing:

- A public hearing was held for comments on the Plan on May 7, 2014.
- Once again, appropriate comments and edits were incorporated into the document.

Phase 5 – Finalize Plan

- A final document was drafted and voted upon by the CPC on June 12, 2014

APPENDIX

**Chart 1
COMMUNITY PRESERVATION FUND ALLOWABLE SPENDING PURPOSES (G.L. c. 44B, § 5)**

	OPEN SPACE	HISTORIC RESOURCES	RECREATIONAL LAND	COMMUNITY HOUSING
DEFINITIONS (G.L. c. 44B, § 2)	Land to protect existing and future well fields, aquifers and recharge areas, watershed land, agricultural land, grasslands, fields, forest land, fresh and salt water marshes and other wetlands, ocean, river, stream, lake and pond frontage, beaches, dunes and other coastal lands, lands to protect scenic vistas, land for wildlife or nature preserve and land for recreational use	Building, structure, vessel, real property, document or artifact listed on the state register of historic places or determined by the local historic preservation commission to be significant in the history, archeology, architecture or culture of the city or town	Land for active or passive recreational use including, but not limited to, the use of land for community gardens, trails, and noncommercial youth and adult sports, and the use of land as a park, playground or athletic field Does <u>not</u> include horse or dog racing or the use of land for a stadium, gymnasium or similar structure.	Housing for low and moderate income individuals and families, including low or moderate income seniors Moderate income is less than 100%, and low income is less than 80%, of US HUD Area Wide Median Income
ACQUISITION Obtain property interest by gift, purchase, devise, grant, rental, rental purchase, lease or otherwise. Only includes eminent domain taking as provided by G.L. c. 44B	Yes	Yes	Yes	Yes
CREATION To bring into being or cause to exist. <i>Seideman v. City of Newton</i> , 452 Mass. 472 (2008)	Yes	X	Yes	Yes
PRESERVATION Protect personal or real property from injury, harm or destruction	Yes	Yes	Yes	Yes
SUPPORT Provide grants, loans, rental assistance, security deposits, interest-rate write downs or other forms of assistance directly to individuals and families who are eligible for community housing, or to entity that owns, operates or manages such housing, for the purpose of making housing affordable	X	X	X	Yes, includes funding for community's affordable housing trust
REHABILITATION AND RESTORATION Make capital improvements, or extraordinary repairs to make assets functional for intended use, including improvements to comply with federal, state or local building or access codes or federal standards for rehabilitation of historic properties	Yes if acquired or created with CP funds	Yes	Yes	Yes if acquired or created with CP funds

COMMUNITY PRESERVATION COMMITTEE MEMBERS

Steven Weiss, Chairperson (Historical Commission)

Arlene Miller, Clerk (At-large)

Ron Manseau (Housing Authority)

Steven Gazillo (Conservation Commission)

Jim Jones (Parks and Recreation)

Donald Holland (Planning Board)

Beth Green (At-large)

James Maxwell (At-large)

(One At-large position currently vacant)

Projects that have received funding

2008 Projects:

- Community House Exterior Rehabilitation
- Town Vital Records
- Council on Aging Patio
- Council on Aging Game Tables
- Historical Images
- Colony Hills Streetlights and Signs

2009 Projects:

- Community House Interior Rehabilitation
- Stephen Williams Diaries
- Japanese Knotweed Control
- Housing Plan

2010 Projects

- Old Town Hall Restoration
- Center School Doors and Windows
- Storrs Library Ceiling
- Community House Windows
- Town Hall Restoration
- Council on Aging - Residential Home Modification Fund

2011 Projects

- Preservation of Town Records
- Community House Windows
- Center School Windows
- Community House Doors

2012 Projects

- Council on Aging - Residential Home Modification Fund
- Community House Heating Plant Replace
- Community House Sewer Lateral & Driveway
- Town Hall Sewer Lateral Replacement
- Longmeadow Historic Documents Preservation
- Storrs House Restoration & Preservation
- Old Town Hall/American Legion Building- pavement & bath

2013 Projects

- Old Town Hall/American Legion Building - kitchen
- Longmeadow Cemetery - restore and preserve ancient burial markers
- Storrs Library Historical collection - digitize Longmeadow Town Records
- Center School - rehabilitate playground
- Center School - replace various playground equipment and rubberized surfaces
- Blinn Tennis Courts - renovate the courts and lighting

Summary of Funds to Date

Town “fiscal year” listed as one year after “calendar year” in which funds are allocated at Town meeting.

Fiscal Year	Raised and Appropriated	State Funds Received		Allocated
FY09	\$268,138	\$175,176		\$522,359
FY10	\$271,338	\$93,558		\$186,500
FY11	\$279,332	\$73,980		\$561,697
FY12	\$292,496	\$74,628		\$516,687
FY13	\$306,614	\$78,866		\$262,600
TOTAL				\$2,049,843