



# Implementing the Community Preservation Act

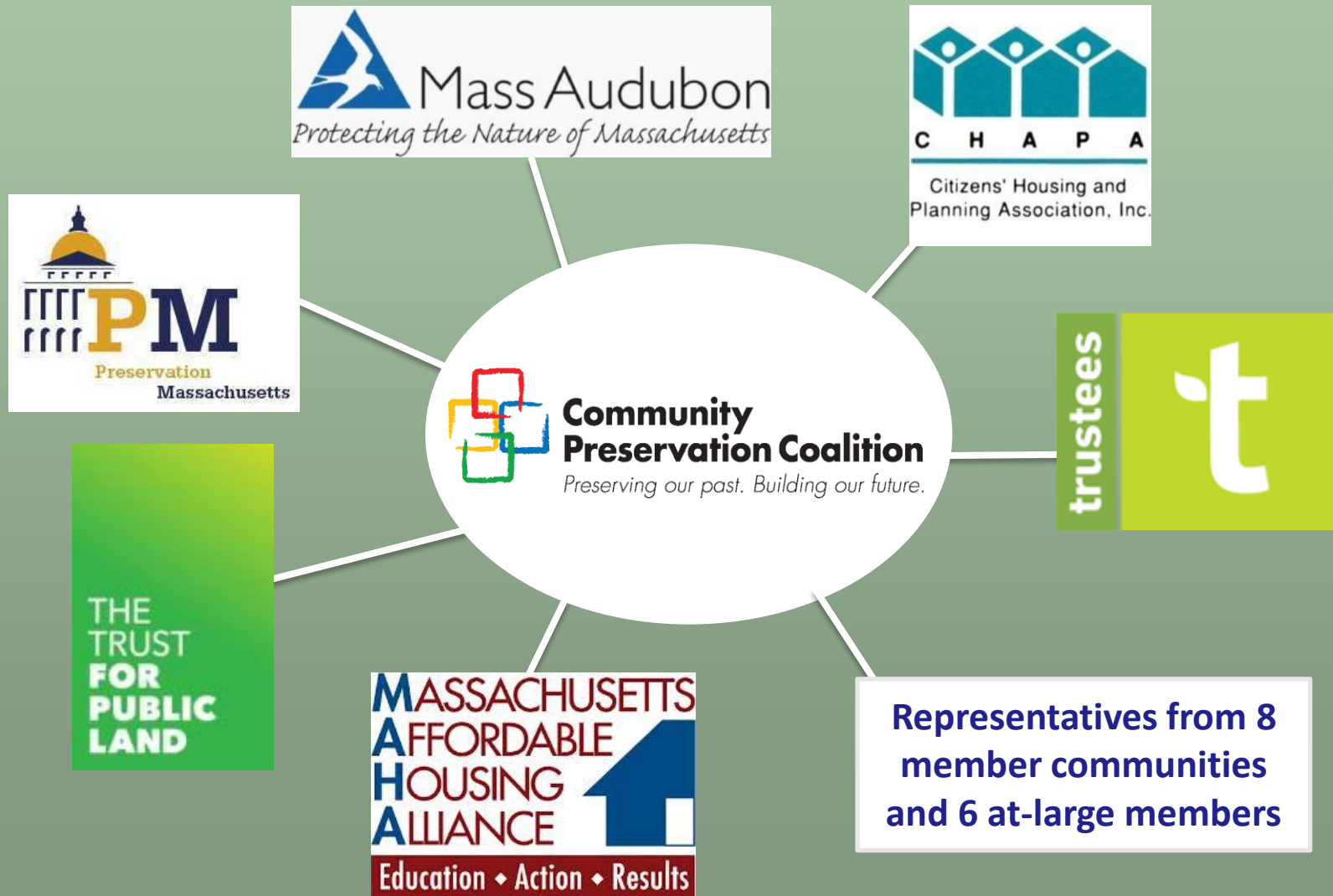


**Community  
Preservation Coalition**

*Preserving our past. Building our future.*



# The Community Preservation Coalition





# Coalition Services

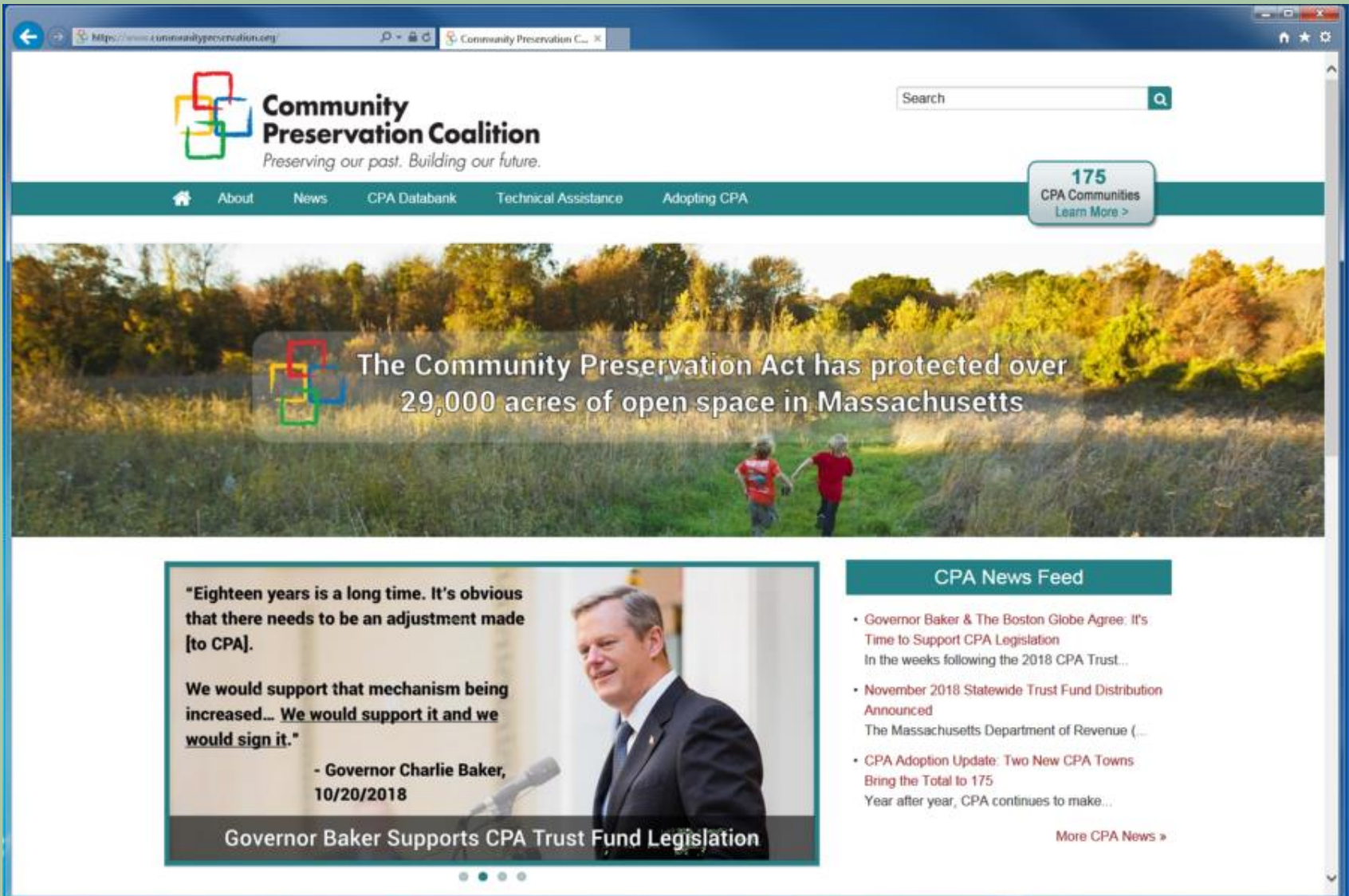
- Technical assistance
- Website
- Email newsletter & bulletins
- CPA advocacy and legislation
- Ballot measures (adoption, changes)
- Training conferences, webinars, presentations, publications, workshops

*Supported by membership dues from CPA communities*



# Coalition Website

## www.communitypreservation.org




The screenshot shows the homepage of the Community Preservation Coalition website. The browser address bar displays "https://www.communitypreservation.org/". The website header features the organization's logo, a search bar, and a navigation menu with links to "About", "News", "CPA Databank", "Technical Assistance", and "Adopting CPA". A badge on the right of the navigation bar indicates "175 CPA Communities" with a "Learn More >" link. The main banner image shows two children running in a field, with a text overlay stating: "The Community Preservation Act has protected over 29,000 acres of open space in Massachusetts". Below the banner, there is a quote from Governor Charlie Baker dated 10/20/2018, and a "CPA News Feed" section with several news items.

**Community Preservation Coalition**  
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Search

175  
CPA Communities  
[Learn More >](#)

[Home](#) [About](#) [News](#) [CPA Databank](#) [Technical Assistance](#) [Adopting CPA](#)

 The Community Preservation Act has protected over 29,000 acres of open space in Massachusetts

**"Eighteen years is a long time. It's obvious that there needs to be an adjustment made [to CPA].**

**We would support that mechanism being increased... We would support it and we would sign it."**

**- Governor Charlie Baker, 10/20/2018**

**Governor Baker Supports CPA Trust Fund Legislation**

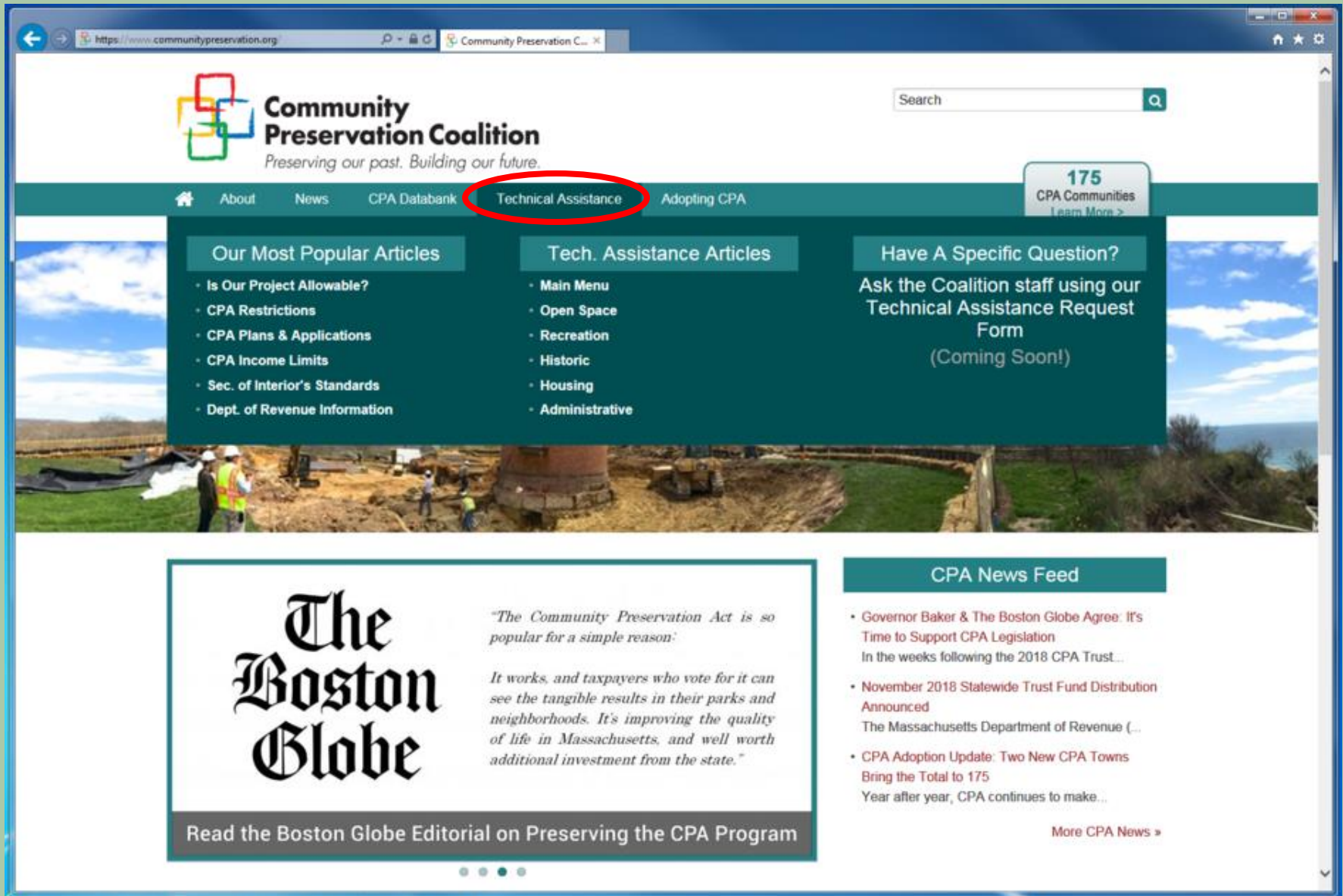
**CPA News Feed**

- Governor Baker & The Boston Globe Agree: It's Time to Support CPA Legislation  
In the weeks following the 2018 CPA Trust...
- November 2018 Statewide Trust Fund Distribution Announced  
The Massachusetts Department of Revenue (...)
- CPA Adoption Update: Two New CPA Towns Bring the Total to 175  
Year after year, CPA continues to make...

[More CPA News »](#)



# Technical Assistance Resources



The screenshot shows the homepage of the Community Preservation Coalition website. The browser address bar displays <https://www.communitypreservation.org>. The website header features the logo on the left, a search bar on the right, and a navigation menu in the center. The 'Technical Assistance' link in the navigation menu is circled in red. To the right of the navigation menu, a badge indicates '175 CPA Communities' with a 'Learn More >' link. Below the navigation menu, there are three main content areas: 'Our Most Popular Articles' with a list of links, 'Tech. Assistance Articles' with a list of links, and a section titled 'Have A Specific Question?' with text about asking staff using a request form. Below these is a large banner image of a construction site. At the bottom, there is a quote from The Boston Globe and a 'CPA News Feed' section with several news items.

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175 CPA Communities  
[Learn More >](#)

[About](#) [News](#) [CPA Databank](#) **Technical Assistance** [Adopting CPA](#)

**Our Most Popular Articles**

- [Is Our Project Allowable?](#)
- [CPA Restrictions](#)
- [CPA Plans & Applications](#)
- [CPA Income Limits](#)
- [Sec. of Interior's Standards](#)
- [Dept. of Revenue Information](#)

**Tech. Assistance Articles**

- [Main Menu](#)
- [Open Space](#)
- [Recreation](#)
- [Historic](#)
- [Housing](#)
- [Administrative](#)

**Have A Specific Question?**  
Ask the Coalition staff using our Technical Assistance Request Form  
(Coming Soon!)

**The Boston Globe**

*"The Community Preservation Act is so popular for a simple reason:  
It works, and taxpayers who vote for it can see the tangible results in their parks and neighborhoods. It's improving the quality of life in Massachusetts, and well worth additional investment from the state."*

**Read the Boston Globe Editorial on Preserving the CPA Program**

**CPA News Feed**

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# The State of CPA Today

Total of **186** Cities and Towns

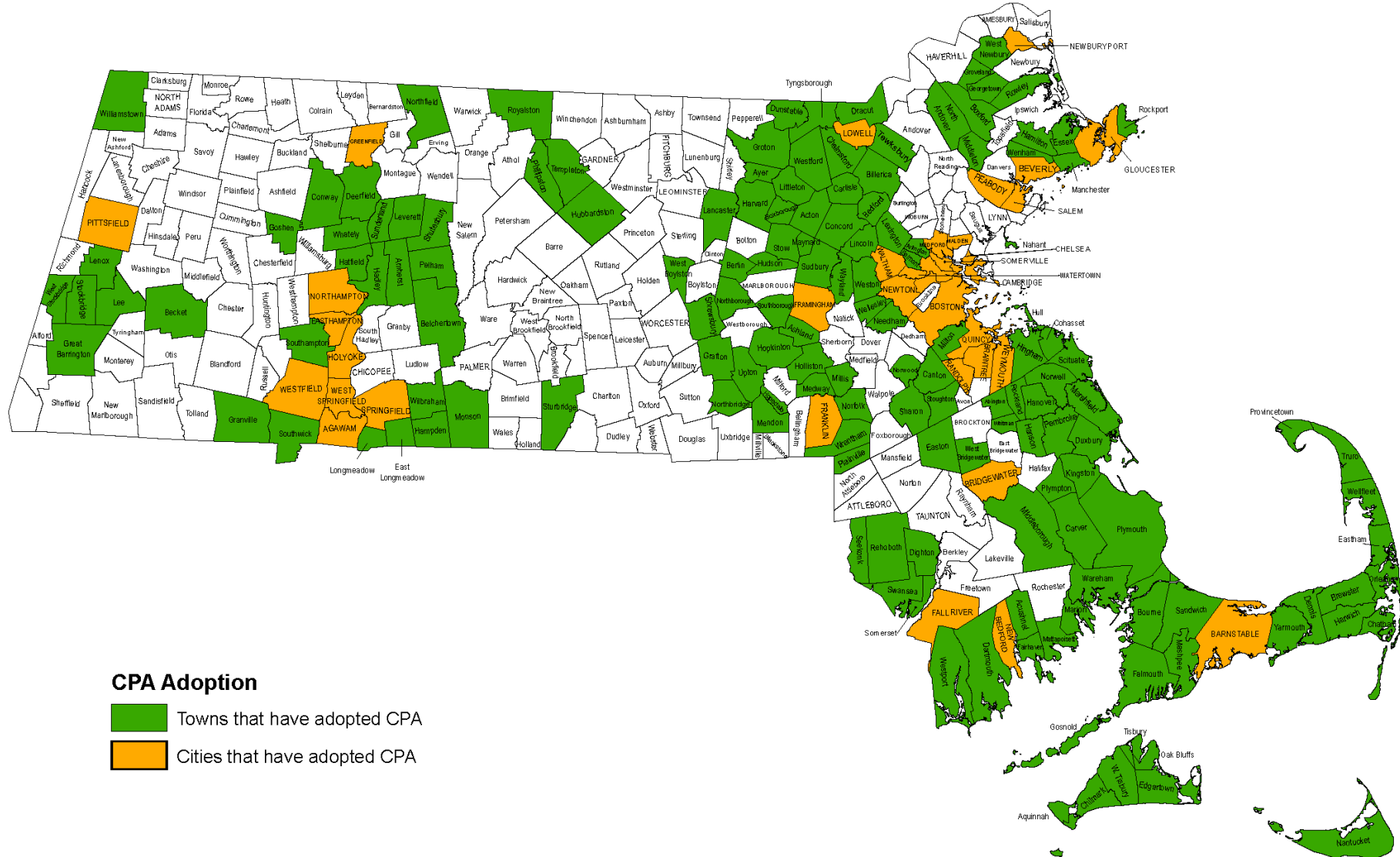
**53%** of municipalities

**65%** of Massachusetts residents

**0** communities have revoked



# 186 CPA Communities





# CPA by the Numbers

## (through FY2020)



**HISTORIC PRESERVATION:** 5,800 appropriations made



**OPEN SPACE:** 31,861 acres preserved



**OUTDOOR RECREATION:** 2,700 projects funded



**AFFORDABLE HOUSING:** 20,000 units created or supported

- Over 12,800 projects approved & \$2.5 billion raised -



# The Community Preservation Committee





# CPC – First Year Responsibilities

- Assess Community Preservation needs of your town (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 to ensure compliance with the Act allowable uses
- Prepare CPA budget for City Council
- Make project recommendations to City Council



# Suggested Timeline for Franklin

- **Now:** Begin work on CPA Plan and application materials; submit FY22 Budget to City Council
- **Fall 2021:** Begin accepting applications
- **Spring 2022:** First projects approved at City Council



# CPA Revenue and Expenses





# CPA Annual Budget Overview

- Usually done at same time as city budget
- Requires CPC recommendation to city council
- Total budget is based on:

**Estimated local surcharge revenue**

*plus*

**Estimated Trust Fund Distribution (November)**



# The Statewide CPA Trust Fund

- Guaranteed annual disbursement to all CPA communities
- Administered by the Department of Revenue (DOR)
- Funds come from fees charged on documents filed at the Registries of Deeds (\$50 and \$25 as of December 31<sup>st</sup>, 2019)
- November 2020 base match was 28.6% of what communities raised at the local level
- Future looks bright!



# The State of the CPA Trust Fund – Then & Now

Nov. 2019	Nov. 2020	2021 To-Date
\$23,292,000	\$56,920,000	\$27,298,000



**12 Months  
with Old Fee  
Structure**



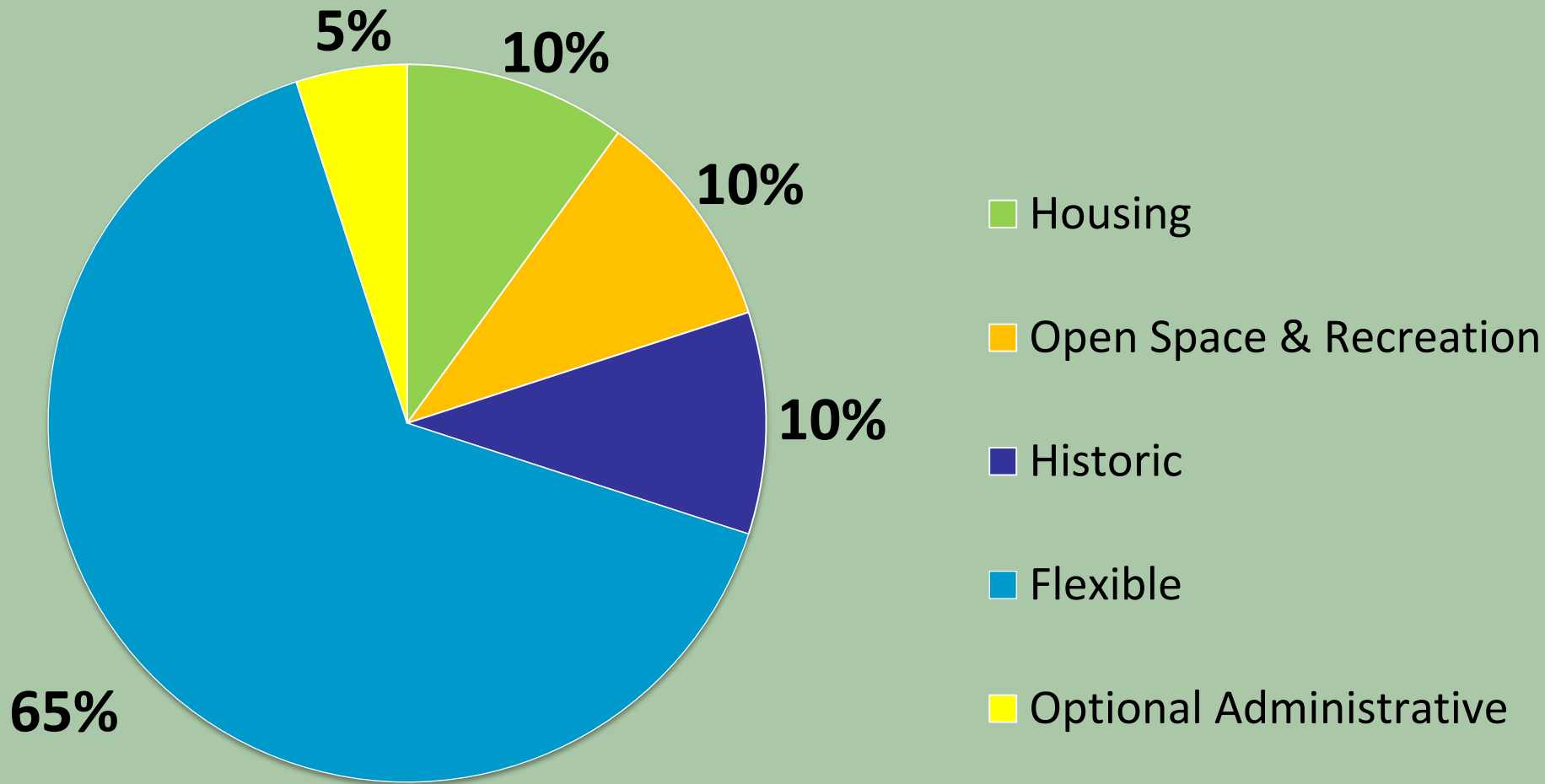
**10 Months  
with New Fee  
Structure**



**4 months with New  
Fee Structure  
(+131.7% from last  
year)**



# CPA Annual Spending/Set-aside Requirements





# CPA Annual Budget

Required minimum spending (or reserve):

- 10% of total revenue for housing projects
- 10% for historic projects
- 10% for open space & recreation projects

Optional:

- Up to 5% for administrative expenses
- Appropriations for new CPA projects
- Balance goes in a “budgeted reserve”



# CPA Annual Budget (FY22)

- CPC must recommend a budget for FY22 to City Council
- City Council must vote to approve the budget
- Starting Point: An estimate of local CPA surcharge revenue for FY22



# CPC Administrative Account

- CPC can request up to 5% of estimated revenues for expenses to run CPC
- Unspent balance returned to undesignated fund at end of each Fiscal Year
- 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



# Borrowing Permitted under CPA

- Can only bond against local surcharge, not state match
- Two-thirds vote needed to pass bonded projects at City Council
- Cannot pay debt service on non-CPA bonds



# Determining Project Eligibility

## It's all about the VERBS!

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



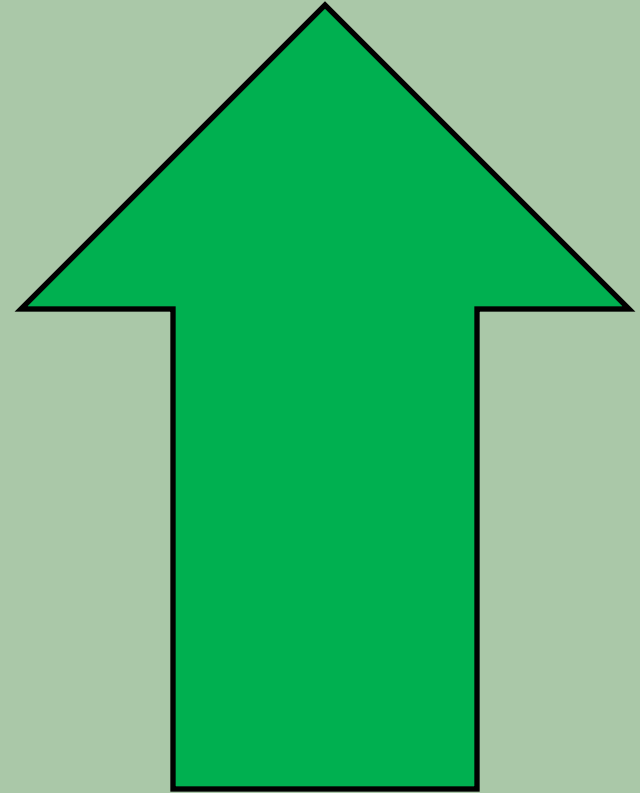
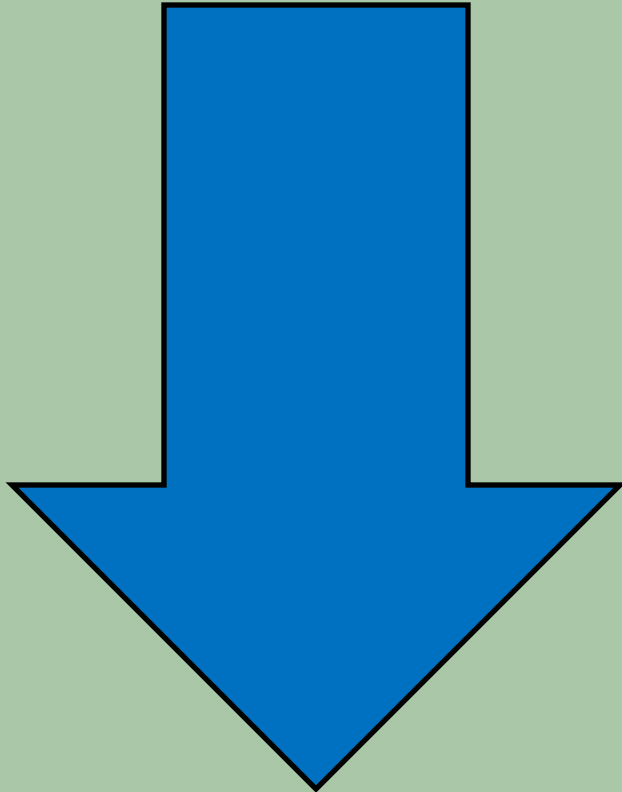
# Relationship between CPC and the City





# Difference Between CPA and City Budget

**City Budget**  
**100%**



**CPA Funds**  
**2%**



# How do CPA Projects Happen?

Project proponents submit applications to Community Preservation Committee (CPC)



CPC reviews projects, gets input



CPC recommends list of projects to City Council



Majority vote of City Council required for each project to get CPA \$\$\$





# City Council's Role is 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)

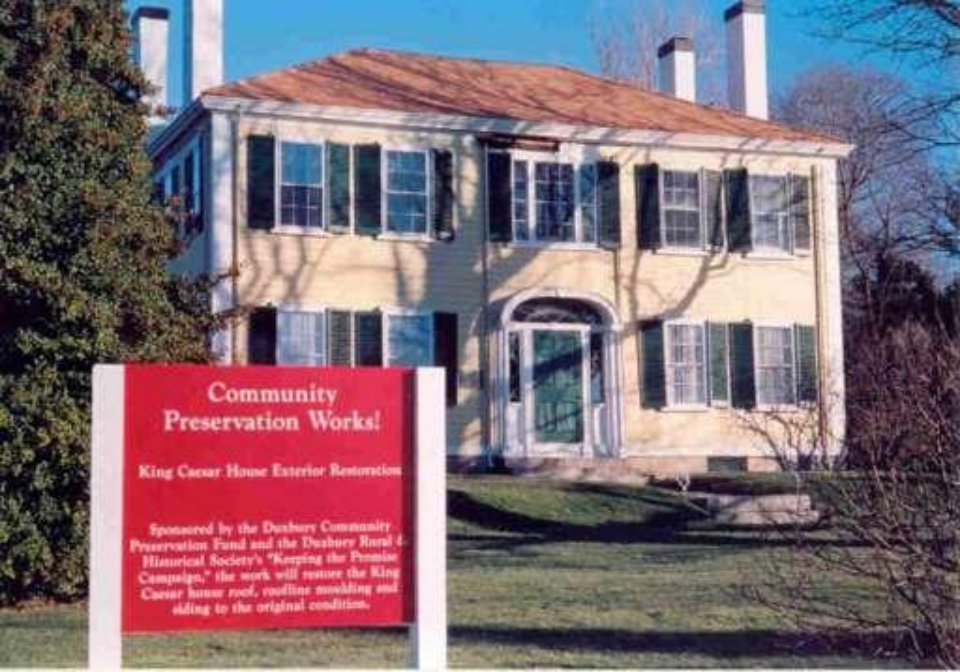


# Review: Basic Tenets of CPA

- No supplanting general municipal revenue
- No maintenance or operating expenses
- Recreation – Outdoor projects only
- Land Purchases – Must file permanent restriction with the state, held by 3<sup>rd</sup> party
- Projects may not be voted on by City Council unless CPC has first issued a positive recommendation



# Most Popular Uses of CPA Funds





# CPA and Historic Preservation



Restoration of historic  
municipal buildings





# CPA and Historic Preservation



## Adaptive Reuse of Historic Buildings





# CPA and Historic Preservation



Grants to non-profit community groups (typically with a preservation easement)





# CPA and Historic Preservation



## Historic Municipal Document Preservation





# CPA and Open Space/Recreation



## Playgrounds





# CPA and Open Space/Recreation



## Athletic Fields





# CPA and Open Space/Recreation



Off Road Biking Trails





# CPA and Open Space/Recreation



## Parks





# CPA and Open Space/Recreation



Community Gardens





# CPA and Affordable Housing



For families & individuals earning up to 100% of areawide median income:

- \$83,300 for 1 person
- \$95,200 for a couple
- \$119,000 for a family of 4



- All local zoning and bylaws apply
- City Council approval required
- Permanently affordable



# CPA and Affordable Housing



## Housing for Veterans





# CPA and Affordable Housing



## Adaptive Reuse of Existing Buildings





# CPA and Affordable Housing



Meeting  
Specialized  
Community Needs





# CPA and Affordable Housing



Community  
Involvement  
and Non-profit  
Partnerships





# The Coalition is here to help you!

## Technical Assistance Hotline

617-367-8998

Stuart Saginor

Executive Director

Chase Mack

Communications Director







# **Community Preservation Coalition**

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**Questions?**