

Northfield Community Preservation Act

**presented by the
Northfield Community Preservation Committee**

November 9th, 2023

Community Preservation Committee (CPC) Northfield, Massachusetts

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The Community Preservation Act

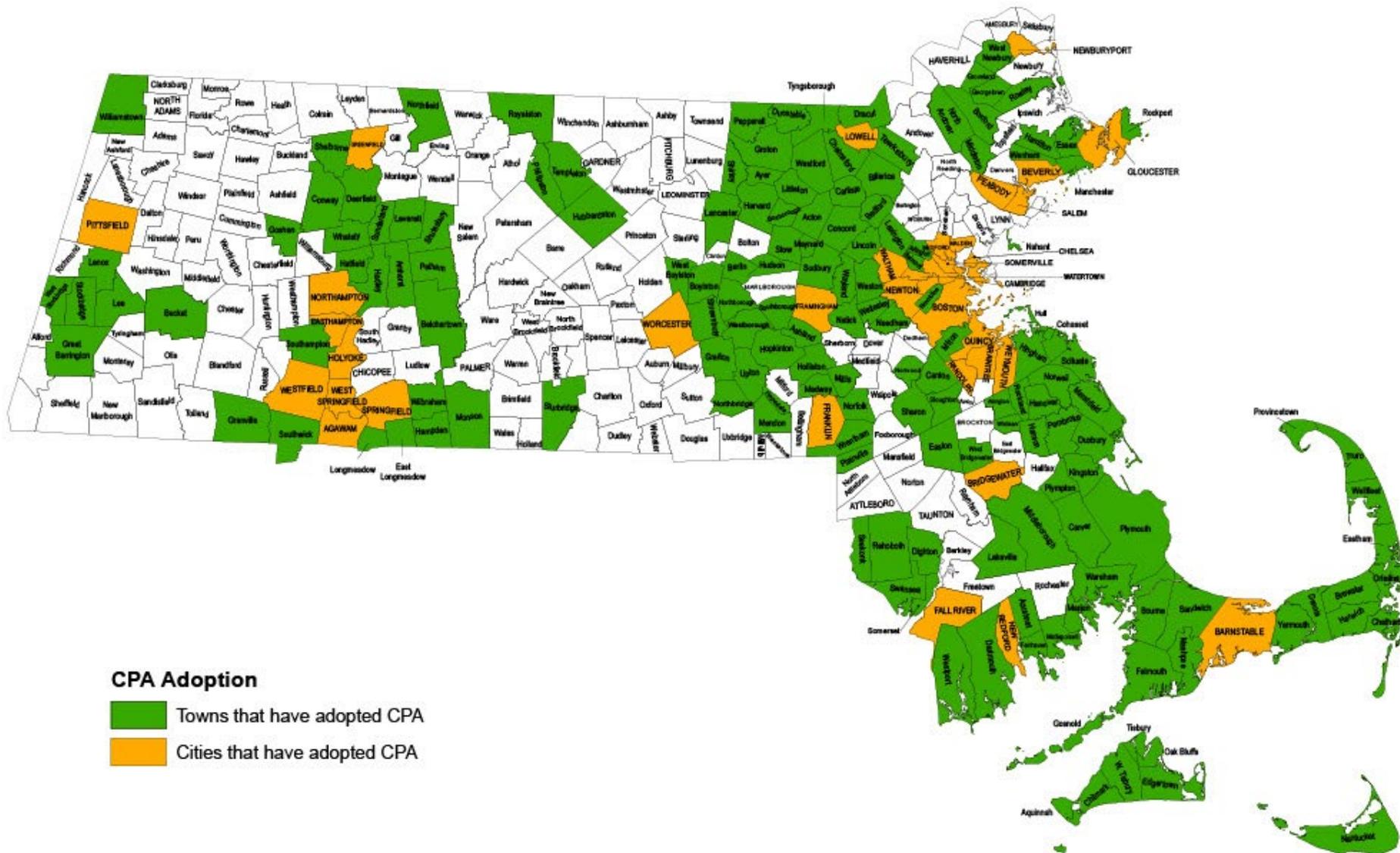
- ▶ The CPA (Community Preservation Act) came into being in 2001 to help cities and towns build affordable housing, restore historic buildings, rehabilitate recreation areas and protect open space.
- ▶ Property taxes traditionally fund the day-to-day operating needs of safety, health, schools, roads, maintenance, and more but until the CPA was enacted, there was no steady funding source for preserving and improving a community's character and quality of life.
- ▶ The CPA helps fund many essential, popular and visible projects that a community is considering or is already undertaking. By retaining the CPA, a community remains eligible for state matching funds, lightening the load of completing these projects by sharing the costs with the state.
- ▶ CPA funds are guaranteed, as this is a special revenue fund outside of the purview of the state budget process. This funding cannot be cut by the Governor or the state legislature. The CPA is a dependable, consistent source of revenue for participating communities.

The Community Preservation Act in Northfield

- ▶ The Community Preservation Act was adopted in Northfield in November 2008 with a surcharge rate of 3% (51% yes/49% no).
- ▶ In May 2009 there was a vote to decrease the surcharge to 0.5% (60% yes/40% no).
- ▶ In November 2018 there was a failed vote to increase the surcharge to 1% (40% yes/60% no). The surcharge remains at 0.5%

Community Preservation Act Adoption

May 2023



CPA Adoption

-  Towns that have adopted CPA
-  Cities that have adopted CPA

CPA Funding

- ▶ The current key source of revenue for the CPA is a .5% surcharge on Northfield net property taxes (please note that the first \$100,000 of valuation is excluded and there are exemptions for low-income seniors who apply).
- ▶ From 2009-2023 the Town of Northfield has raised a total of \$355,946.
- ▶ We have also received an additional \$171,928 during this period through the state's matching funds program.
- ▶ With these funds the CPC has so far been able to grant \$390,258 towards CPA approved projects in Northfield.

CPA Funding

▶ If you look at your tax bill, under Assessments, you can see how much your household has contributed to the CPA.

▶ **Tax Bill Example:**

Assessed Home Value: \$225,000

Less \$100,000 exemption: - \$100,000

Subtotal \$125,000

Tax Rate (\$13.85/\$1,000) \$125,000 divided by \$1,000 = \$125

\$125.00 x 13.85 = \$1731.25

CPA Surcharge Rate: \$1731.25 x 0.5%

Amount paid to CPA Fund: \$8.65

CPA Funding

<u>Assessed Home Value</u>	<u>Amount paid to CPA Fund*</u>
\$125,000	\$1.73
\$225,000	\$8.65
\$325,000	\$15.58
\$425,000	\$22.50
\$525,000	\$29.43

***Based on 13.85% tax rate and 0.5% CPA Surcharge**

CPA Matching State Money

- ▶ Matching state money is derived from a surcharge placed on all real estate transactions at the state's Registries of Deeds. The surcharge for most documents filed at the Registries is \$50, which is immediately deposited to the CPA Trust Fund held at the Department of Revenue (DOR). Municipal lien certificates are subject to a \$25 surcharge. Depending upon how the real estate market is doing, the \$50/\$25 fees add up to approximately \$60 million per year
- ▶ Only the towns that have adopted the CPA receive this matching money. The amount each town receives is based on a formula used by the Massachusetts Department of Revenue. The higher the local surcharge percentage (3% is the highest it can go) the higher the percentage of matching funds.
- ▶ In 2023 Northfield received \$8,052 in matching state money. The total of state matching money that Northfield has received from 2009-2023 is \$171,928.

	Election Purpose	Path to Ballot	Surcharge %	Exemptions	Election Date	Status	% Yes	% No
	Initial Adoption	Ballot Question Petition	3%	Low income, first \$100,000 - residential	11-04-2008	Pass	51%	49%
	Surcharge Decrease	Legislative Body Vote	0.5%	Low income, first \$100,000 - residential	05-05-2009	Pass	60%	40%
	Surcharge Increase	Legislative Body Vote	1%	Low income, first \$100,000 - residential	11-06-2018	Fail	40%	61%

CPA Revenue History

	▼ Fiscal Year	Local Surcharge	Total Trust Fund Distribution	Percentage	Total Revenue (Local Surcharge + Distribution)
	2009	\$95,004			\$95,004
	2010	\$16,230	\$95,004	100%	\$111,234
	2011	\$17,968	\$4,415	27.2%	\$22,383
	2012	\$18,548	\$4,786	26.64%	\$23,334
	2013	\$18,472	\$4,977	26.83%	\$23,449
	2014	\$19,069	\$9,647	52.22%	\$28,716
	2015	\$20,390	\$6,000	31.5%	\$26,390
	2016	\$22,264	\$6,046	29.7%	\$28,310
	2017	\$21,660	\$4,581	20.58%	\$26,241
	2018	\$21,257	\$3,726	17.2%	\$24,983
	2019	\$21,058	\$4,042	19.01%	\$25,100
	2020	\$21,615	\$5,037	23.92%	\$26,652
	2021	\$21,504	\$6,188	28.63%	\$27,692
	2022	\$20,907	\$9,427	43.84%	\$30,334
	2023	\$0	\$8,052	38.51%	\$8,052
	TOT	\$355,946	\$171,928		\$527,874

CPA Annual Budget

- ▶ **Required minimum spending (or reserve):**
 - 10% for affordable or senior housing projects
 - 10% for historic projects
 - 10% for open space and recreation projects
- ▶ **Optional:**
 - Additional project appropriations (up to 70%)
 - Up to 5% for administrative expenses
 - Balance goes in a “budgeted reserve” to rollover to the following year

CPA Project Application Process

The role of the Community Preservation Committee is to make recommendations for the use of CPA funds. The Committee does not initiate projects; rather it collects and reviews proposals submitted by individuals or groups. The CPC then makes recommendations to town meeting regarding the use of funds. Only a vote at an annual or special town meeting can allocate and appropriate CPA funds.

CPA Project Application Process

- ❑ CPA Informational Forum – November
- ❑ CPA Project Applications Due – January 16th
- ❑ The CPC then meets to determine project eligibility.
- ❑ If project eligibility criteria has been met, then the CPC invites applicants to a meeting to speak on behalf of their project.
- ❑ Once a project has been approved by the CPC it is then recommended to the Selectboard to be added as a Warrant Article to be voted on at the Annual Town Meeting.
- ❑ Final approval of a project is determined by the voting residents of Northfield who are attending the Town Meeting.

Is Your Project Allowable?

The chart below demonstrates 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.

	Open Space	Historic	Recreation	Housing
Acquire	Yes	Yes	Yes	Yes
Create	Yes	No	Yes	Yes
Preserve	Yes	Yes	Yes	Yes
Support	No	No	No	Yes
Rehabilitate and/or Restore	No (unless acquired or created with CPA \$\$)	Yes	Yes	No (unless acquired or created with CPA \$\$)

Open Space

CPA legislation definition of open space:

It includes, but is not limited to, the following:

- Land to protect existing and future well fields
- Aquifers, recharge areas, and watershed land
- Agricultural land
- Grasslands, fields and 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
- Land for recreational use

CPA funds may be spent on the acquisition, creation, and preservation of open space, and for the rehabilitation or restoration of any open space that has been acquired or created using CPA funds. It is important to note that a permanent deed restriction is required for all real property interests acquired under CPA.

Recreation

CPA legislation definition of recreational use.

The focus for CPA recreational projects is on outdoor passive or active recreation, such as (but not limited to) the use of land for:

- Community gardens
- Trails
- Noncommercial youth and adult sports
- Parks, playgrounds or athletic fields

CPA funds may not be spent on ordinary maintenance or annual operating expenses; only capital improvements are allowed. CPA funds may not be used for horse or dog racing facilities, or for a stadium, gymnasium, or similar structure. CPA funds may be used only for outdoor, land-based recreational uses and facilities.

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. CPA funds allow for the rehabilitation of existing, outdoor recreational facilities. This can 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.

Northfield Open Space and Recreation Plan Goals

- ▶ **Open Space Goal:** Ensure that Northfield protects farmland, forest land, scenic views, and other open space vital to sustaining the town's historic rural character and maintaining the quality of air, water, and wildlife habitats.
- ▶ **Recreation Goal:** Ensure that Northfield maintains and improves the variety, quality, and accessibility of recreational facilities important in the twenty-first century for health and well-being of all residents and promote the use of these facilities and any organized programming thereof.

Historic Preservation

CPA legislation definition of historic resources, preservation, and rehabilitation:

Under the CPA, an historic resource is defined as a building, structure, vessel, real property, document or artifact that is either:

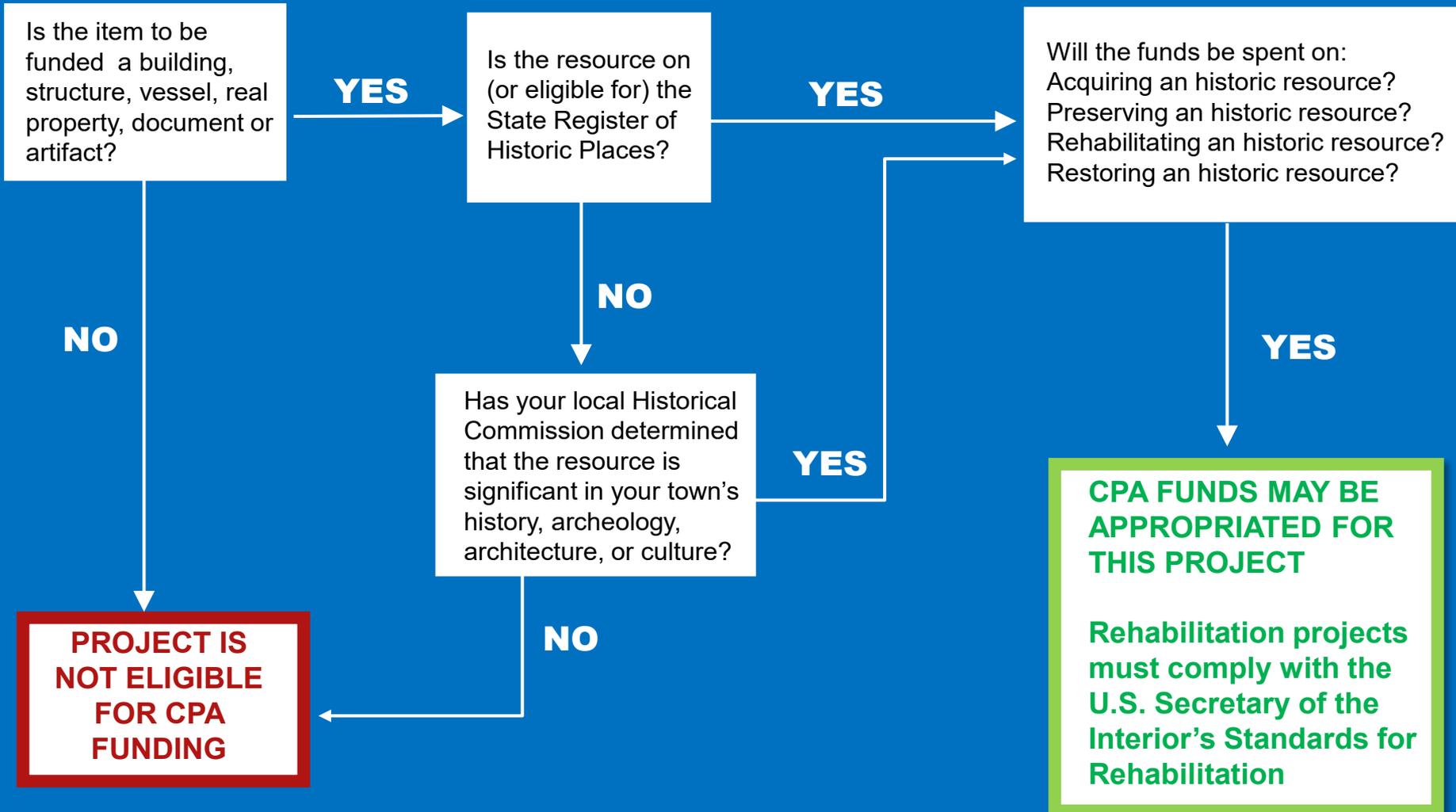
- listed on the State Register of Historic Places; or
- determined by the local Historic Commission to be significant in the history, archeology, architecture, or culture of the city or town.

CPA funds may be spent on the acquisition, preservation, rehabilitation and restoration of historic resources. Communities using CPA funds on historic resources must adhere to the United States Secretary of the Interior's Standards for the Treatment of Historic Properties.

Historic Preservation

- ▶ Historic Resources are defined as a building, structure, vessel or real property that is listed or eligible for listing on the state register of historic places or has been determined by the Historical Commission to be significant in the history, archeology, architecture or culture of Northfield.
- ▶ Community Preservation funds may be used for the preservation, restoration and rehabilitation of historic resources (including Town-owned historic resources), but not for routine maintenance.
- ▶ Investment in historic resources must be protected by a permanent historic preservation restriction and must provide public benefit.
- ▶ Funds can be used to repair churches and cemeteries that are “historic resources.”

Does Your Historic Project Qualify for CPA Funding?



Historic Preservation Goals

- ▶ Maintain and celebrate the heritage of Northfield through preservation and interpretation of its historic sites, buildings, and monuments.
- ▶ Promote the rich, diverse historic and cultural resources of Northfield, including Indigenous Peoples' history, historic archeology, early 19th century architecture and to foster appreciation, stewardship and increased tourism.
- ▶ Retain the character, distinct identity and comfortable scale of the individual villages and neighborhoods that characterize Northfield.

Community Housing

CPA legislation definition of community housing:

The United States Department of Housing and Urban Development (HUD) income guidelines are used to determine who is eligible to live in the affordable housing units developed by communities with their CPA funds. Housing developed with CPA funds may be offered to those persons and families whose annual income is less than 100 percent of the areawide median income, as determined by HUD.

CPA funds may be spent on the acquisition, creation, preservation and support of community housing, and for the rehabilitation or restoration of community housing that has been acquired or created using CPA funds. The CPA requires that whenever possible, preference be given to the adaptive reuse of existing buildings or construction of new buildings on previously developed sites.

Important to note: In many cases, a housing trust, Housing Authority, or non-profit housing organization is needed to sponsor and oversee the allocation of the CPA funds received.

Community Housing

Some examples of eligible activities using Community Housing funds:

- Land Purchase: acquire property for the purpose of creating affordable housing
- Adaptive Re-use: converting existing nonresidential properties, such as schools, mills, churches, hospitals, and office buildings, to housing units.
- Preserve Existing Community Housing: for use on projects to preserve expiring affordability restrictions or for some limited activities to repair existing affordable housing units to protect the housing structure from future injury, harm, or destruction.
- Rental Housing Initiatives: acquire existing market-rate homes, undertake rehabilitation if needed, and rent to qualifying households.
- First-time Homebuyers' Programs: Buy-down the cost of homes to create affordable mortgage costs for first-time homebuyers with qualifying incomes. There are typically two program models for buy-down programs: Purchase/Rehab model and Subsidy model.
- Down payment and closing cost assistance: Provide financial support to first-time homebuyers to help cover down payment and closing costs. This assistance is provided as deferred payment loans with recapture provisions.
- Rental assistance: Offer direct assistance in the form of rental vouchers that subsidize the difference between market rents and what a household can afford to pay (usually no more than 30 percent of household income).

2010 FY Approved CPA Projects

- ▶ Replacement of back door of Historical Society Museum - \$1,757.00
- ▶ Restoration and Renovation of Floors and Stairs at Dickinson Memorial Library - \$4,706
- ▶ Professional cataloguing of priority historical sites - \$7,000
- ▶ Restoration of Town Clock - \$8,500
- ▶ Restoration of Belcher Fountain - \$4,100



2011 FY Approved CPA Projects

- ▶ Professional Cataloguing of Historic Sites and Homes - \$10,000
- ▶ Town Hall Front Steps Restoration - \$40,000.00



Before



After

2012 FY Approved CPA Projects

Renovation of World War I
Plaque - \$1,500



Renovations at Squakheag Village-
\$23,000



2013 FY Approved CPA Projects

First Parish Unitarian Webster Room Floor Repair and Renovation
\$16,000



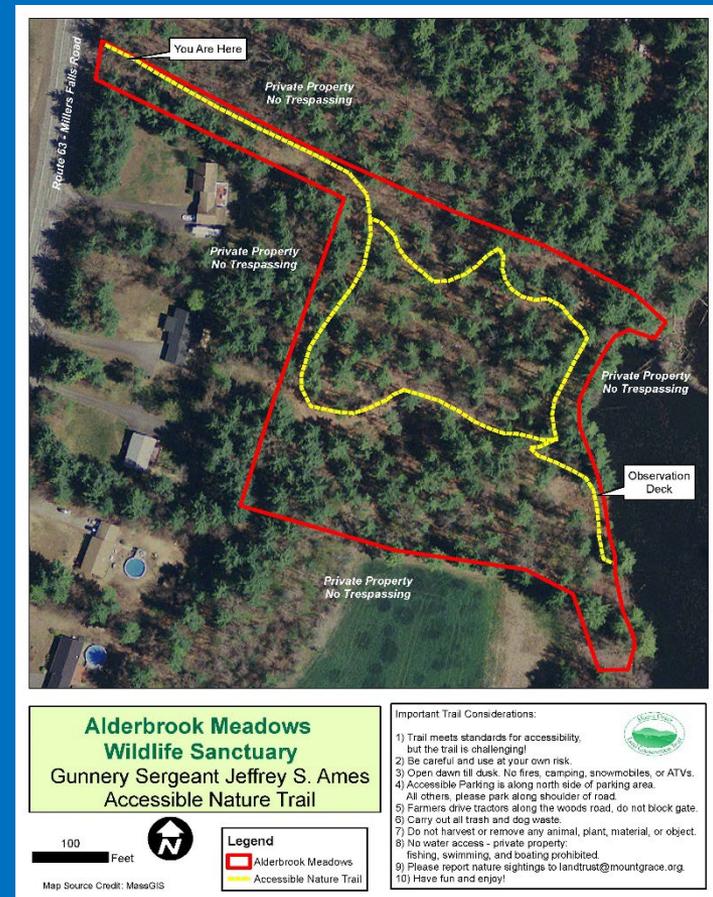
2014 FY Approved CPA Projects

Restoration of Dickinson
Memorial Library Doors

\$8,000



Conservation purchase of land with
Mount Grace (now site of the Ames
Accessible Nature Trail) - \$55,000



2015 FY Approved CPA Projects

- ▶ Stained Glass Window Preservation - First Parish Church: \$9,000
- ▶ Civil War Memorial commemorating the service of Northfield residents in the Union Army: \$12,750

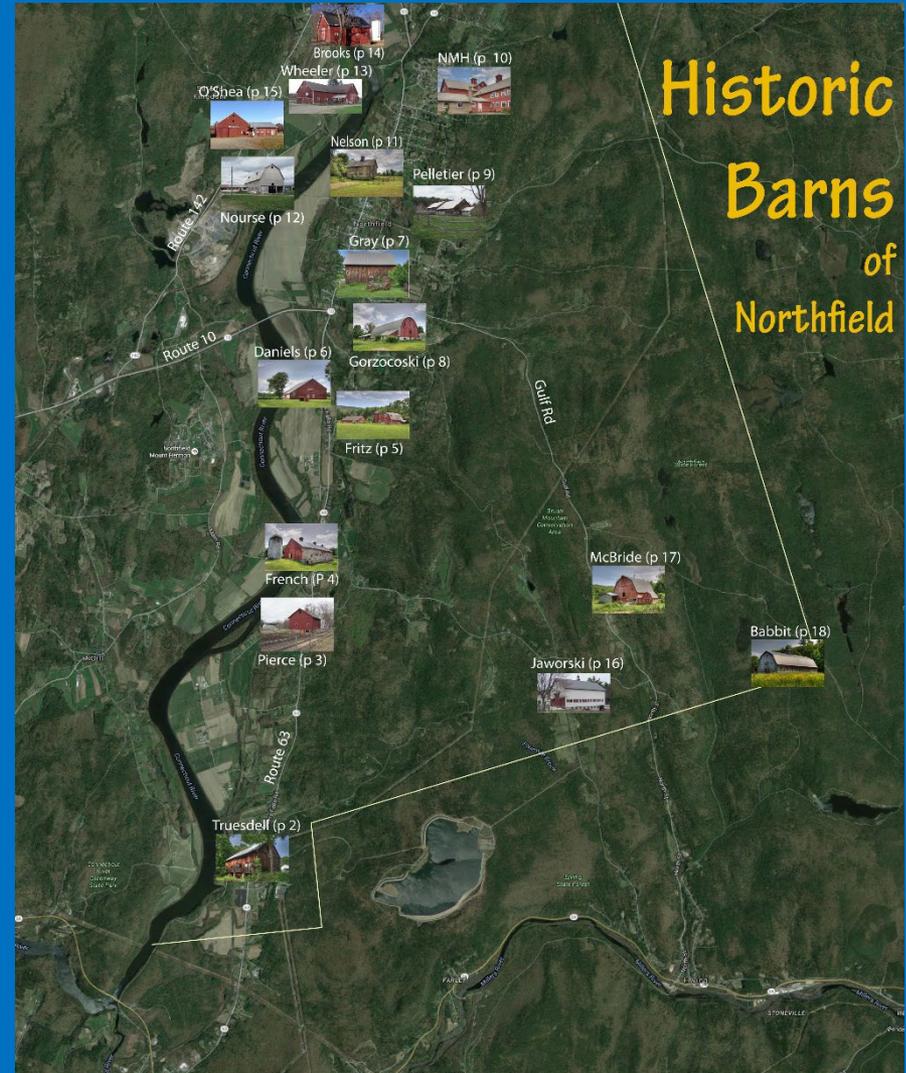


2016 FY Approved CPA Projects

- ▶ Foundation Repairs to First Parish Church - \$6,000



- ▶ Historic Barn Inventory - \$3,500



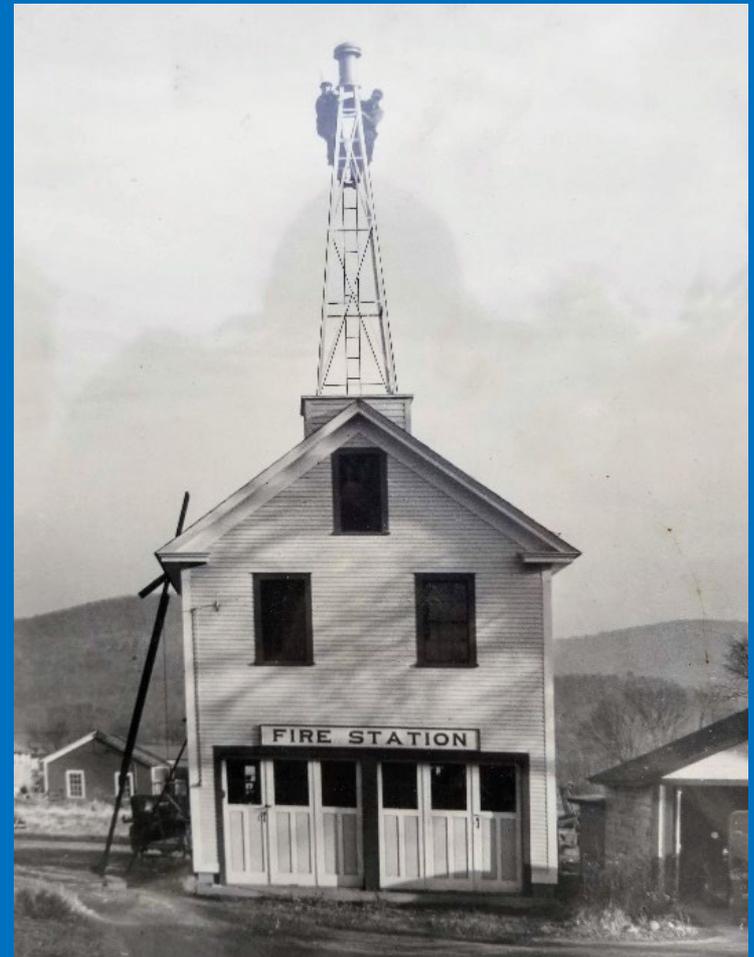
2017 FY Approved CPA Projects

- ▶ Preservation of the Dickinson Library Northfield History Collection- \$850
- ▶ Preservation of the front of the NES north building, the old Northfield High School - \$75,000



2018 FY Approved CPA Projects

- ▶ Commemorative Plaque for the original Northfield Fire Station - \$950



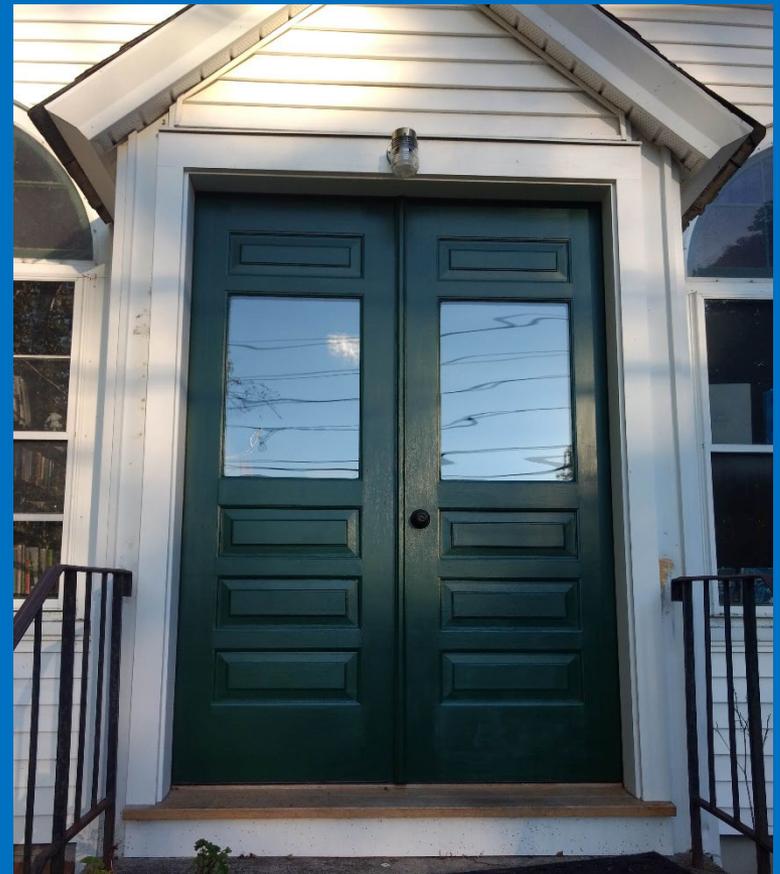
2018 FY Approved CPA Projects

- ▶ Replacement of old playground equipment at the Northfield Elementary School playground - \$30,000



2019 FY Approved CPA Projects

- ▶ Replacement of the Field Library front doors - \$4,000



2020 FY Approved CPA Projects

- ▶ Painting of the steeple of the First Parish Church - \$14,000



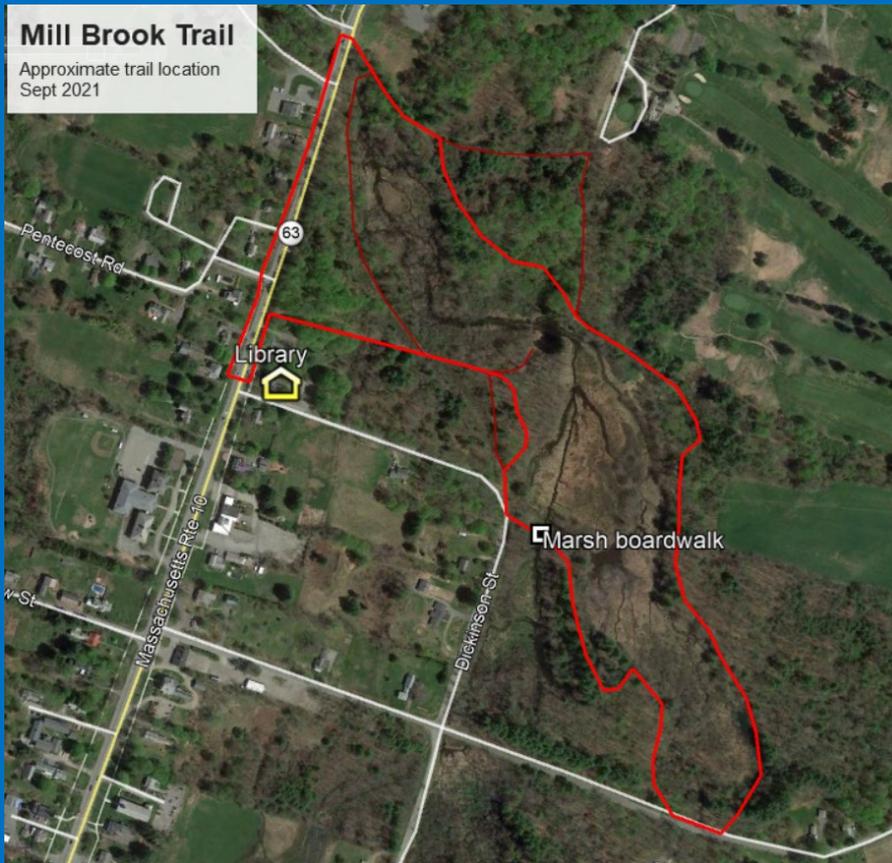
2020 FY Approved CPA Projects

- ▶ \$1,290 to refurbish the cellar hole and well runoff area at the Calvin Swan Homestead, to repair the extensive wet seepage area in the trail that circles behind the cellar holes, and to redirect water from eroding the nearby road.
- ▶ Calvin Swan was a noted freeborn African-American carpenter and sawmill owner in Northfield. The remains of his homestead are part of the Brush Mountain Conservation Area and are accessible by an old logging road (the original path of the MM Trail) from the parking area on Gulf Road.



2021 FY Approved CPA Projects

- ▶ **\$5,530 for the Restoration of the Mill Brooks Trail.** This trail system serves as an excellent birding and wildlife viewing spot close to the village center and part of the trail is used as a “story trail” by the library. The funding will be used to purchase materials to replace and repair bridges used to cross wet/marshy spots and to protect the wetland. This project is still ongoing.



2021 FY Approved CPA Projects

- ▶ **\$25,000 for the unanticipated emergency repair of the wooden structures attaching the Town Clock's four faces to the steeple.**

This project was determined to meet CPA Historical qualifications because of the First Parish Church's history of serving as the town meetinghouse in the early days of Northfield. The building is included in the Northfield Main Street Historic District as designated by the National Park Services National Register of Historic Places. The clock itself is owned by the Town of Northfield, which also pays for the electricity needed to run the clock.



2022 FY Approved CPA Projects

- ▶ \$15,000 for exterior preservation and painting of the Northfield History Museum.



2023 FY Approved CPA Projects

- ▶ \$2,000 to replace the sign on the Northfield Farms Field Library.



2023 FY Approved CPA Projects

- ▶ \$2,825 to install a recreational storage shed and to purchase a propane grill for the Northfield Senior Center.



2023 FY Approved CPA Projects

- ▶ **\$3,000 to repair the crumbling stonework of the outside fireplace located behind Squakheag Village at 88 Main Street.** This fireplace was part of Northfield's American Youth Hostel which was the first official American Youth Hostel location in the United States established in 1934.



Isabel and Monroe Smith, founders of American Youth Hostels, on the site of America's first hostel in Northfield, Massachusetts, 1934.



2024 FY Approved CPA Projects

Your Project Here!

Proposals due by January 16, 2024

For more information about the Community Preservation Act visit: <http://www.communitypreservation.org/>



Community Preservation Coalition
Preserving our past. Building our future.

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HISTORIC PRESERVATION



[Success Stories](#)

OPEN SPACE



[Success Stories](#)

OUTDOOR RECREATION



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COMMUNITY HOUSING



[Success Stories](#)

Working For The Community Preservation Act

The Community Preservation Coalition is 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).

The Coalition was formed in the 1990s with the goal of achieving passage of the Community Preservation Act. With leadership and help from our diverse Steering Committee, the Coalition works to preserve Massachusetts communities' unique character by advocating for and supporting the Community Preservation Act, advancing smart growth and sustainable development for communities across the Commonwealth.

CPA Data Center



CPA Project & Adoption Data
Information on individual CPA communities
Statewide CPA statistics
Database of all CPA projects



Technical Assistance Database
A database of reference documents to help you understand and correctly implement CPA.
[>>>Access here](#)

Latest CPA News



10 Minute Walk Campaign Launches 10/10

The Trust for Public Land has launched their 10 Minute Walk Campaign - CPA will play a role in Massachusetts.

[Click here for the full story](#)



CPA Success Story: Mainstone Farm in Wayland

Thanks to CPA and the foresight of the local CPC, the town was able to protect their agrarian landmark known as Mainstone Farm.

[Click here for the full story](#)

9/8/2017 [Review of the Supreme Judicial Court Hearing on the Acton CPA Lawsuit](#)

9/7/2017 [Historic New England Field School: Using Easements to Protect Historic Properties](#)

8/15/2017 [City of Medford Seeks Community Preservation Coordinator](#)

[More CPA news...](#)

Visit our webpage on the Town Hall website:

<https://www.northfieldma.gov/community-preservation-committee>

The screenshot shows the website for the Northfield, Massachusetts Community Preservation Committee. The header features the town's logo and name, a search bar, and a home icon. A navigation menu includes links for Discover Northfield, Departments, Boards & Committees, Forms & Documents, and Business. A 'HELP Center' button is also present. The main content area is titled 'Community Preservation Committee' and includes a 'CPA Fund Overview' section, 'Historical Resources' (Community Housing, Open Space, Recreational Resources), and a 'Community Preservation Committee Members' table. The right sidebar contains 'News & Announcements' and 'Agendas' sections. A 'Contact Info' sidebar is located on the left.

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Community Preservation Committee

CPA Fund Overview

The Community Preservation Act (CPA) was adopted by Northfield voters on November 4, 2008. The Act authorizes a surcharge, with certain exemptions, on property tax bills, and the funds are to be segregated and used for specific purposes. The funds must be used for the acquisition, preservation, restoration, rehabilitation or creation of:

Historical Resources

- Community Housing
- Open Space
- Recreational Resources

Ten percent of receipts must be used (or banked) for each of these three components. Five percent of receipts may be used by the Community Preservation Committee(CPC) for administrative purposes such as appraisals, surveys, presentation materials, etc. The remainder of the receipts may be used for any of the three components eligible for funding. The funds may not be used for routine maintenance or to replace operating budgets.

Community Preservation Committee Members

Name	Appointed by	Contact
Anthony Matteo	Finance Committee	413-498-2631
Carol Lebo	Historical Commission	
Tammy Pelletier	Planning Board	
Robin Conley	Open Space Committee	413-498-2881
Rhoda Yucavitch	Selectboard	
Lara Dubin	Selectboard	
Charles Eiseman	Conservation Commission	
Ted Thornton	Council on Aging/Housing	

News & Announcements

- FY18 Tax Rate Has Been Set
- FROM NORTHFIELD POLICE DEPT.
- Special Town Meeting December 4, 2017

[View all](#)

Agendas

- Agenda
October 16, 2017 - 7:00pm
- Agenda
October 5, 2017 - 7:00pm
- Agenda
September 6, 2017 - 7:00pm
- Agenda
February 28, 2017 - 7:00pm
- Agenda
February 14, 2017 - 7:00pm

[View all](#)

Minutes

- Minutes
February 23, 2016

Contact Info

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[See map: Google Maps](#)

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**Send us an email at:
northfieldmacpc@gmail.com**

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