



# MANCHESTER-BY-THE-SEA

TOWN CLERK

TOWN HALL

Manchester-by-the-Sea, Massachusetts 01944-1399

Telephone (978) 526-2040

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Gretchen A. Wood  
Town Clerk

## VOTE CERTIFICATE

At the Annual Town Meeting of the registered voters of the Town of Manchester-by-the-Sea, held April 4, 2005 and dissolved the same night, the following action was taken under this article:

**ARTICLE 16. VOTED:** That the Town will adopt the following Community Preservation Committee By-law, and to include this by-law as Article XX within the Town's General By-law.

### Community Preservation Committee By-law

- (a) The Town of Manchester-by-the-Sea shall have a Community Preservation Committee to perform the duties as required in the Community Preservation Act, Massachusetts General Laws, Chapter 44B. The Committee shall evaluate the community preservation needs of the Town and develop a community preservation program and financial plan for the Town. The program shall identify short-term and long-term goals, set criteria for evaluating proposed acquisitions and initiatives, prioritize projects and estimate their costs. The financial plan shall include a multi-year revenue and expenditure forecast and identify the fund or other municipal financing source for each proposed project. The program and financial plan shall be reviewed and updated annually.
- (b) The Committee shall make recommendations annually to the Town Meeting for the acquisition, creation, and preservation of open space, for the acquisition, creation, and preservation of land for recreational use, for the acquisition and preservation of historic resources, for the creation, preservation, and support of community housing, and for the rehabilitation or restoration of such open space, land for recreational use, historic resources, and community housing that is acquired or created as provided in the Community Preservation Act. With respect to community housing, the Community Preservation Committee shall recommend, wherever possible, the reuse of existing buildings or construction of new buildings on previously developed sites. Before making its recommendations to the Town Meeting, the Committee shall consult with the Board of Selectmen, Conservation Commission, Planning Board,

Housing Authority, Finance Committee, other municipal boards as needed, representatives for historic resources, representatives for parks and recreation, and citizens.

- (c) The Committee shall be composed of seven members, with one representative from the Conservation Commission as designated by the Commission, one representative from the Planning Board as designated by the Board, one representative from the Housing Authority as designated by the Authority, one representative from the Finance Committee as designated by the Committee, one representative for historic resources as designated by the Board of Selectmen, one representative for parks and recreation as designated by the Board of Selectmen, and one at-large representative as designated by the Board of Selectmen.

The terms of the Committee members shall be as follows, beginning with the fiscal year on

July 1, 2005:

Conservation Commission: term of three years

Planning Board: term of three years

Housing Authority: term of three years

Historic Resources: initial term of two years and thereafter a term of three years

Parks and Recreation: initial term of two years and thereafter a term of three years

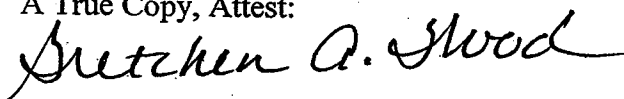
Finance Committee: initial term of one year and thereafter a term of three years

At-large: initial term of one year and thereafter a term of three years

- (d) The Committee shall not meet or conduct business without the presence of a quorum. A majority of the members of the committee shall constitute a quorum. The committee shall abide by the Open Meeting Law of Massachusetts.
- (e) The Committee shall hold one or more public informational hearings annually regarding community preservation. The hearing notice shall be posted publicly and published for each of two weeks preceding the hearing in a newspaper of general circulation in the town.
- (f) Minutes of meetings shall be taken. Copies shall be provided to the Town Clerk.
- (g) This by-law shall not become effective unless the Town accepts the Community Preservation Act under Massachusetts General Laws, Chapter 44B.

#### **ARTICLE 16, THE MOTION PREVAILED.**

A True Copy, Attest:



Gretchen A. Wood  
Town Clerk



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## VOTE CERTIFICATE

At a Special Town Meeting of the registered voters of the Town of Manchester-by-the-Sea, held April 6, 2009 and dissolved the same night, the following action was taken under this article:

**VOTED. ARTICLE 4.** That the Town will amend the General By-law, Article XX Community Preservation Bylaw, section (c) to add two at-large members, increase the total membership of the Committee from seven to nine members, and authorize the Finance Committee to appoint a non-member to the Community Preservation Committee. The new paragraph (c) to read as follows:

(c) The Committee shall be composed of nine members, with one member of the Conservation Commission as designated by the Commission, one member of the Planning Board as designated by the Board, one member of the Housing Authority as designated by the Authority, one representative for municipal finances as designated by the Finance Committee, one member of the Historic District Commission acting under its authority as the Historical Commission as designated by the Commission, one representative for parks and recreation as designated by the Board of Selectmen, and three at-large representatives as designated by the Board of Selectmen.

**ARTICLE 4 PASSED WITH A UNANIMOUS VOTE.**

A True Copy, Attest:

Gretchen A. Wood  
Town Clerk