

COMMUNITY PRESERVATION COMMITTEE
Minutes
September 28, 2017
Town Hall Banquet Room

Mr. Lucas called the meeting order at 6:30 p.m. and noted the meeting was being recorded.

A. ADMINISTRATIVE BUSINESS:

Quorum/Attendance:

Jeffrey Lucas, Chairman, Roger Marcoux (arrived at 6:45pm), Terrence Meredith, Patricia Pacella, Ann Richard, Nicholas Sylvia (new member) and Jay Simmons

Absent: Cynthia McNaughten and Frank Rezendes

William Roth, Planning Director, was also in attendance.

Mr. Lucas welcomed new member Nicholas Sylvia who is the Conservation Commission's Representative. He indicated that since Mr. Sylvia had not been sworn in by the Town Clerk he would not be voting on anything, but could participate.

Election of Officers:

William Roth opened up nominations for Chairman. Patricia Pacella nominated Jeff Lucas and was seconded by Terrence Meredith. There were no other nominations. The vote was unanimous.

Jeff Lucas opened up nominations for Vice Chairman. Patricia Pacella nominated Ann Richard and was seconded by Terrence Meredith. There were no other nominations. The vote was unanimous.

Jeff Lucas opened up nominations for Clerk. Jay Simmons nominated Patricia Pacella and was seconded by Terrence Meredith. There were no other nominations. The vote was unanimous.

Acceptance of Minutes:

January 26, 2016

Bill Roth indicated that Cynthia McNaughten called him and reviewed a few corrections with him.

Ann Richard made a motion to approve the minutes as amended and was seconded by Terrence Meredith. The motion passed unanimously.

CPC Bills: None

PUBLIC HEARING:

1. 2018 CPC Plan - Review

Mr. Lucas opened the Public Hearing.

Mr. Roth – Reviewed the changes to the plan. He indicated that there were only minor changes such as updating the projects page, changing due dates and correcting census information. He did indicate that he felt that next year the plan could change quite a lot since there will be a new Master Plan and Open Space Plan with new Goals and recommendations.

Ann Richard – Commented that on page 5 there should be mention of the upcoming new plans, Master and Open Space, and that applicants should use the drafts as a guide for their application. On Page 16, there is reference to a proposed Historic district; however, that is a very old proposal and has not gone anywhere in many years and should be removed.

Ms. Richard also asked if the CPC should add criteria about the same groups coming in year after year and if they had unspent funds they could not apply. Discussion occurred and it was the consensus not to add that but to use that when interviewing applicants during project review.

Jeff Lucas – asked if there were any other comments. There were none.

Ann Richard – Motioned to approve the plan as amended and was seconded by Patricia Pacella. The motion passed unanimously.

C. OTHER BUSINESS:

1. Authorization of CPC Chairman to sign for Payroll and for William Roth to sign in Chairman's absence.

Bill Roth – Explained that this was a yearly vote to help with the running of the CPC.

Terrence Meredith made a motion to authorize of CPC Chairman to sign for Payroll and for William Roth to sign in Chairman's absence and was seconded by Patricia Pacella. The motion passed unanimously.

2. Authorization of Town Administrator and Planning & Economic Development Director to sign invoices for all CPC Town Meeting Articles.

Bill Roth – Indicated that in order to streamline payments for projects, it had been recommended that the CPC vote to authorize the Town Administrator and Planning & Economic Development Director to sign invoices for all CPC Town Meeting Articles. This would eliminate the current practice of the CPC members to come in and sign bills, which has caused some delays in payments.

Terrence Meredith made a motion to authorize the Town Administrator and Planning & Economic Development Director to sign invoices for all CPC Town Meeting Articles and was seconded by Patricia Pacella. The motion passed unanimously.

3. Approve CPC Appropriation list to Anne/Accounting for FY17.

Bill Roth – Reviewed the CPC Appropriation list and the closed out projects.

There was discussion on some of the older outstanding projects.

Jay Simmons made a motion Approve CPC Appropriation list to Anne/Accounting for FY17 and was seconded by Roger Marcoux. The motion passed unanimously.

4. Any other CPC business not reasonably anticipated 48 hours prior to the posting of this meeting.

There was no other business

D. NEXT MEETING

Mr. Roth recommended the next meeting date be November 15, 2017.

Patricia Pacella made a motion to adjourn the meeting and was seconded by Roger Marcoux. The motion passed unanimously. The meeting adjourned at 7:15 p.m.

Respectfully Submitted,

William Roth, Planning Director