

**COMMUNITY PRESERVATION COMMITTEE MEETING:
MINUTES**

**Veterans Memorial Community Center, 2 Mayflower Street
September 15, 2016, 1:05 pm**

Members present: Kristin Hatch, Barbara Prato, Judy Cicero, Brandon Quesnell, Susan Cook and Polly Burnell (1:15 pm)

Excused: Michelle Crone DeMarco

Other attendees: Community Housing Specialist/Grant Administrator Michelle Jarusiewicz

Public Statements: Rik Ahlberg, Chair of the Bicycle Committee, described an ongoing project for bicycle facilities in Provincetown which includes installing bicycle racks around town. Last year they received money for 6 new racks; they were widely successful. Phase 2 is larger and includes placing them on open space properties and Town landings. They are considering applying for CPA funds for about \$30,000. Michelle Jarusiewicz indicated that bike racks are eligible. Kristin Hatch indicated that the CPC is missing reps for both open space and recreation in case he knew anyone interested.

Stable Path Ribbon Cutting: all members are invited to the Ribbon Cutting on Friday, September 23rd from Noon to 3pm for the 23 new rental units funded in part with CPA funds. There will be parking at the old VFW site with shuttle service to the site. Members asked if there were bike racks on site?

FY 2018 CPA Funding Cycle: Members discussed options for the advertising, due date of proposals, review, and public hearing. There was general discussion about other outreach opportunities including flyers, social media [Facebook], press release, and radio. Town is required to advertise locally but can also include other marketing efforts.

Potential schedules:

	Option 1	Option 2
CPC meets, review & adopts plan	Sept. 15, 2016 1 or more meetings	Through 10/12/16 1 or more meetings
Ad submitted	10/6/16	10/13/16
Ad appears	10/13, 20, 27 ...	10/20, 27, 11/3...
Applications are due	12/15/16 Thursday	12/22/15 Thursday
Review & evaluate	Dec/Jan/Feb	Dec/Jan/Feb
Public Hearing	Early February 2017	Early February 2017
Warrant closes	3/3/17 Friday	3/3/17 Friday
ATM	4/3/17 Monday	4/3/17 Monday

Barbara Prato MOVE to adopt Option 1 timeline for the FY 2018 CPA Funding cycle; Brandon Quesnell second; approved 6 – 0.

Adopt a funding cap or not:

General discussion about whether the Community Preservation Committee would like to set a cap for total grants as has been done in the past couple years, Michelle Jarusiewicz recommended \$500,000 in total grants awarded. This is somewhat flexible but provides a clear message to applicants about the funding possibilities. Brandon Quesnell was concerned with setting a cap as it could discourage someone from applying for a terrific project and they would lose the opportunity to discuss it. Other members disagreed and said that anyone could apply for a portion of a larger project but the cap puts a reality check on the amount of funds that might be available.

Kristin Hatch MOVE to adopt a cap of approximately \$500,000 in total grants; Barbara Prato second; approved 5-1 [BQ].

FY 2018 CPA Application Packet: Michelle Jarusiewicz walked through the draft packet indicating that it was essentially the same as the prior year with updated figures and narratives to reflect the activity since last year.

Kristin Hatch MOVE to utilize the CPA application as presented with updated dates as approved; Polly Burnell second; approve 6-0.

Minutes:

Barbara Prato MOVE to approve the 3/31/16 minutes; Susan Cook Second; approved 5-0-1 [KH].

Brandon Quesnell MOVE to adopt the 2/12/16 minutes as amended; Kristin Hatch second; approved 4-0-2 [BP, SC].

Other:

Brandon pointed out that the new playground looked great but was concerned about the use of sod as far as the need for water and the drought.

Kristin Hatch inquired about a rep for Recreation?

Next Meeting will be in December

Adjourned 1:58 pm.

Submitted by:

*Michelle Jarusiewicz,
Community Housing Specialist & Grant Administrator*