

**COMMUNITY PRESERVATION COMMITTEE MEETING:
MINUTES
Veterans Memorial Community Center, 2 Mayflower Street
September 21, 2015, 1:08 pm**

Members present: Kristin Hatch, Barbara Prato, Brandon Quesnell, Michelle Crone DeMarco, Susan Cook, Judy Cicero, Polly Burnell [1:20]

Other attendees: Community Housing Specialist/Grant Administrator Michelle Jarusiewicz

Public Statements: none

FY 2017 CPA Funding Round:

Community Housing Specialist/Grant Administrator Michelle Jarusiewicz presented schedule options, revenue and expenditure projections, and draft CPA guidelines and application. After general discussion and tweaks of the draft, members agreed to extend the due date into December to allow more time for applicants.

Barbara Prato: MOVE to approve the application and guidelines for FY 2017; Polly Burnell second; approved 7-0.

Members also discussed the limited funds available given past commitments and debt service but agreed to have a flexible cap on total funds available so that applicants understand the limited funds. There was general discussion of a cap between \$300,000 and \$400,000 with agreement to present a realistic picture but not wanting to discourage good applications with preference to be conservative.

Susan Cook MOVE to approve a \$400,000 cap; Barbara Prato second; approved 5-1[BQ]-1[BP].

Barbara Prato MOVE to adopt option 1 for timeline with a due date of December 17, 2015; Brandon Quesnell Second; approved 7-0.

Minutes:

General discussion about meeting after Town Meeting for recap of activity and not wait so long to regroup.

Susan Cook MOVE to approve 4/3/15 minutes; Michele Crone second; approved 6-0-1[BP].

Other:

Kristin Hatch asked members if they were interested in changing officers? Unanimous agreement to maintain existing officers.

Next Meeting: to be scheduled January 2016 after receipt of applications which will be distributed after receipt 12/17/15.

Adjourned 2:24 pm.

*Submitted by:
Michelle Jarusiewicz,
Community Housing Specialist & Grant Administrator*