

Community Preservation Committee
Caucus Hall, Town Hall, 260 Commercial Street
Meeting Minutes
January 5, 2022 1:00 pm

Members present: Kristin Hatch, Daniel Hammond

Members remote: Catherine Nagorski, Brandon Quesnell, Polly Burnell, Lucy Siegel

Members absent: Michele Crone, Alfred Famiglietti

Staff: Community Housing Specialist Michelle Jarusiewicz

Pursuant to Chapter 20 of the Acts of 2021, this meeting will be conducted **in person** and as a courtesy via remote means, in accordance with applicable law. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law.

Joining the Meeting:

Phone: Or call in (audio only) (833) 579-7589 Phone Conference ID: **293 670 11 #**

To Participate during public comment:

- Teams: Raise hand to be called on to speak.
- Phone: Speak name clearly to be called on to speak.

Please do not speak again until acknowledged by Chair or meeting moderator.

- Keep your phone muted at all times when not talking (*6 to mute & unmute your phone)
- Do not use speakerphone, Bluetooth devices (speakers or headphones)
- Mute all background noises, including PTV, television or computer and use only phone audio.

1. Public Statements: none

2: FY 2023 CPA Grant Cycle: review of applications, discussion, timeline & schedule public hearing, available funds. Ms. Jarusiewicz summarized the timeline options including the public hearing

Timeline: The CPC must have a public hearing by mid-February to consider their recommendations on submitted CPA applications. The CPC may have 1, 2, or more public meetings to discuss as well. Note that the 1st ad must be 2 weeks before the hearing, so if the PH changes to Thursday i.o. of Wednesday, we save a week.

Description...	Option 1	Option 2
Applications due	Thursday, December 30, 2021	Thursday, December 30, 2021
CPC review #1	January 5, 2022	January 5, 2022
CPC review & presentations #2	TBD	TBD
PH required	February 9 [wed], 2022: Ad appears 1/20 & 1/27/22	February 16 [wed], 2022: Ad appears 1/27 & 2/3/22

Submit recommendations	By February 11 th	By February 18 th
Annual Town Meeting	April 4, 2022	April 4, 2022

Polly Burnell MOVE to adopt Option 1 timeline; Brandon Quesnell second; approved 6-0 roll call vote:

Kristin Hatch:	yes	Brandon Quesnell:	yes
Daniel Hammond:	yes	Polly Burnell:	yes
Catherine Nagorski:	yes	Lucy Siegel:	yes

FY 2023 Community Preservation Act Grant Applications:

Requesting Entity	Project Description	Request
Community Housing [2]:		
Community Housing Council [CHC]	Transfer to Affordable Housing Trust Fund for community housing activities	\$300,000
LC Community Development Partnership [CDP]	Lower Cape Housing Institute [2 years]	\$15,000
Community housing sub-total		\$315,000
Open Space/Recreation [2]:		
Recreation Dept.	Resurface Mott Field Tennis Courts	\$95,000
Conservation Commission	B-Street Garden beds Reconstruction Phase 2	\$38,000
Open space/rec sub-total		\$133,000
GRAND TOTAL		\$448,000

Available funds: Ms. Jarusiewicz pointed out that the total of the submitted applications was within the cap. The CPC voted to set a flexible cap for ALL categories of \$450,000 in total grants. The estimated funds chart has been updated to reflect actual receipts. It also reflects the debt service that must be paid first.

Revised 11/22/21:	OS/Rec	Historic	CH	Undesignated	totals
ending balance 6/30/21 JY	403,127	295,711	764,578	16,544	1,479,960
less past commitments	(241,015)	(195,712)	(249,517)		(686,244)
FY 21 ATM votes	(100,000)	-	(220,000)	(37,000)	(357,000)
debt service FY 22	(42,636)	(145,873)	(186,075)		(374,584)
	19,476	(45,874)	108,986	(20,456)	62,132

new funds	98,406	98,406	590,436	196,812	984,060
estimated avail balance	117,882	52,532	699,422	176,356	1,046,192
new funds at \$984,060	98,406	98,406	590,436	196,812	984,060
	10%	10%	60%	20%	100%

Members briefly discussed each application.

Questions regarding the CPA application for Motta field tennis courts:

- Members inquired about future maintenance – is there [or will there be] a maintenance plan and funding?
- Status of the Master Plan and how this will fit? Some members spoke to the timing, that the Master Plan & Implementation will take years, issue of safety, that the resurfacing was a priority

Questions regarding the CPA application for B-Street Garden beds:

- Members inquired about sharing of resources with the community - seeds, compost, plants...?
- How to increase public benefits such as sharing food with crop swap at library.....

A public hearing on all the CPA applications will be held on Wednesday, February 9th at 1 pm in town hall for questions.

Agenda 3: Annual report due by Jan. 21, 2022: Chair Kristin Hatch volunteered to write.

Agenda 4: Minutes:

Catherine Nagorski MOVE to approve the minutes as amended for 2/21/18, 10/1/18, 10/26/20, 2/22/21 & 9/29/21, Polly Burnell second; approved by roll call 6-0:

Kristin Hatch: yes Brandon Quesnell: yes
Daniel Hammond: yes Polly Burnell: yes
Catherine Nagorski: yes Lucy Siegel: yes

Agenda 5: other:

Ms. Hatch stated that she expects Annual Town Meeting to be very busy and hopes that all boards will provide solid support.

Mr. Quesnell inquired about the status of the historic district inventory? He also asked about pursuing eligibility for audio and scans of historic records. Ms. Hatch will explore; perhaps they can write a letter in the future.

Catherine Nagorski MOVE to adjourn a 1:38 pm, Brandon Quesnel second.

Kristin Hatch: yes Brandon Quesnell: yes
Daniel Hammond: yes Polly Burnell: yes
Catherine Nagorski: yes Lucy Siegel: yes

Minutes prepared by Housing Specialist Michelle Jarusiewicz