

**Community Preservation Committee
August 9, 2023
Hybrid Meeting Minutes**

PRESENT

Catherine Walsh
Julie Barbour-Issa
Cheryl Doyle
Maria Gallesyan
Joe Greeley, arrived at 5:33 P.M.
Patricia Griffin Starr
John Hall

Kristen Phelps, Community Preservation Coordinator
Emily Manning, Recording Secretary

ABSENT

Matt Lane

CALL TO ORDER

The meeting was called to order at 5:30 P.M.

MEETING MINUTES

MOTION to approve the minutes of the July 12, 2023 meeting made by Cheryl Doyle.
Seconded by Julie Barbour-Issa.

Roll Call Vote:

Julie Barbour-Issa: **Aye**
Cheryl Doyle: **Aye**
Maria Gallesyan: **Abstained**
Joe Greeley: **Abstained**
Patricia Griffin Starr: **Aye**
John Hall: **Aye**
Catherine Walsh: **Aye**

Result: 5-0-2 (Motion Passed)

2023-2024 CPA APPLICATION PROCESS- REVIEW & DISCUSSION

The group discussed the new CPA Applications that had been sent out. Mr. Greeley questioned whether or not other departments would be aware that they needed to provide feedback on the pre-application within two weeks. Ms. Phelps stated that she would include a memo when applications were sent out, there would be a memo on there.

Mr. Hall pointed out concerns he had over signatories on applications. The group discussed signature requirements on the applications.

COMMUNITY PRESERVATION PLAN UPDATE

Ms. Phelps, Ms. Doyle, and Mr. Hall were meeting on August 14 to discuss the updated plan.

PROJECT STATUS REPORT

The vendor for the carillon signage had been in touch to get the signs up in Town Hall.

The Regional Housing Service Organization had just finalized the intermunicipal agreement. Ms. Phelps mentioned that the organization may be coming before the Committee during a future application cycle for more funding.

The Morse House was working on listing on the National Historic Register prior to starting any work.

Ms. Phelps had been in contact with a member of the Fire Department regarding the fire bell that was removed from the carillon tower, and pointed out that there was still money available in the fund for the project as it was potentially incomplete. The group discussed the CPA application originally submitted for the project, and what to do with this project moving forward. The group came to the conclusion that the applicants should provide a status report on the project, detailing what has been done so far, and what they needed to do moving forward.

FINANCE REPORT

Mr. Greeley provided the financial report. He went over the meeting with the accounting staff. There would be no official FY23 closeout until the financial books were officially closed by the Town.

OTHER BUSINESS

Ms. Phelps would be providing a draft of the state's CP3 report to the group, which was due in mid-September.

ADJOURNMENT

MOTION to adjourn the meeting made by Cheryl Doyle. Seconded by Joe Greeley.

Roll Call Vote:

Julie Barbour-Issa: **Aye**

Cheryl Doyle: **Aye**

Maria Gallesyan: **Aye**

Joe Greeley: **Aye**

Patricia Griffin Starr: **Aye**

John Hall: **Aye**

Catherine Walsh: **Aye**

Result: 7-0-0 (Motion Passed)

The meeting was adjourned at 6:20 P.M.

Minutes respectfully submitted by Emily Manning