

**Community Preservation Committee**

Joseph Greeley, Chairman  
John Hall, Vice Chairman  
Cheryl Doyle, Recording Secretary  
Helen Abdallah Donohue  
Debbie Holmwood  
Judith Howard  
Peter McFarland  
Anne White Scoble



**Director of Community  
Planning and Economic  
Development**

Paul Halkiotis, AICP

**Assistant Planner**

Patrick Deschenes

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**Community Preservation Committee Meeting**

**10/10/2018**

**5:30 P.M. - 7:30 P.M.**

**Room 24**

**Norwood Town Hall**

**PRESENT:**

Helen Abdallah Donohue  
Cheryl Doyle  
Joe Greeley  
John Hall  
Judith Howard  
Peter McFarland  
Anne White Scoble  
John Aprea

Also Present:

Patrick Deschenes, Assistant Town Planner

**ABSENT:**

Debbie Holmwood  
Paul Halkiotis, Town Planner

**Approval of Minutes 9/12/18**

**MOTION** to accept minutes by Mr. McFarland, seconded by Ms. Doyle.

All in favor.

**New Member – John J. Aprea III**

Mr. Greeley introduced new Community Preservation Committee member John Aprea. Mr. Aprea is currently a member of the Trails Subcommittee in Town and also has a background in accounting. Mr. Aprea would effectively be taking the at-large vacancy left by former member Robert Thornton.

The Committee welcomed Mr. Aprea to the CPC.

## **Reorganization**

Mr. Greeley stated that he wished to bring up the topic of reorganization. His reasoning was that with the Committee being in operation for over a year it might be time to consider appointing members to new positions.

Ms. Doyle stated that most Committees usually reorganize in April and if the rest of the Committee agreed then they could do the same.

Ms. Donohue stated that she wished for Mr. Greeley to remain in his position of Chairman as he had done a great job and would be important going forward into the Committee's first round of applications.

There was discussion between members of appointed new member Mr. Aprea to the vacant Treasurer position.

**MOTION** to discuss reorganization in April by Mr. Hall, seconded by Ms. Donohue.

All in favor.

**MOTION to appoint John Aprea to Treasurer, seconded by Ms. Donohue**

Mr. Aprea wished to learn more about the position first and to ease into learning about the CPA.

Mr. McFarland wished to table this motion for Mr. Aprea to learn and get accustomed to the Committee.

Mr. Hall withdraw his motion.

## **Project Application – Review Process**

Mr. Greeley discussed the need to further establish criteria for the Committee to evaluate project applications when they get submitted.

Mr. Hall emphasized the need for a scoring evaluation system that weighs different criteria.

The group discussed the possibility of reaching out to the Community Preservation Coalition and other CPA Towns for their input.

Ms. Howard suggested the group fill out an application to get a better idea of the process for applicants.

Mr. Greeley suggested that the next best course of action would be to appoint a subcommittee to look into application evaluation methods.

Mr. Hall, Ms. Doyle, Mr. McFarland, Ms. Howard, and Mr. Greeley all expressed interest in being on this subcommittee.

Mr. Greeley stated that the subcommittee should bring a draft evaluation document to the next full Committee meeting.

Mr. Greeley then proceeded to give a breakdown of the timeline going forward up to Town Meeting.

### **Purchasing Land**

Mr. Deschenes presented relevant information to the Committee in regards to purchasing land with CPA funds. Mr. Deschenes stated that this issue is projected to come up in the near future when project applications are due.

Mr. Hall asked about a situation where an applicant did not have an appraisal done yet. The Committee then discussed what would be done in this situation.

Mr. Greeley stated that it could be up to the Committee to decide if the project was worthwhile and then proceed to fund an appraisal through the administrative budget.

Ms. Howard asked if the CPA can put conservation restrictions on land already owned by the Town.

Ms. Doyle stated no the CPA could not.

Mr. Greeley stated that he liked the idea of having a new CPA related topic to discuss every meeting.

### **Monthly Financial Review**

Mr. Deschenes explained the monthly balance of CPA funds including the current expenditures from the PBCC for the approved Chapel project.

Mr. Greeley talked to the PBCC about establishing a proper reporting mechanism for highlighting work done on the Chapel project that came specifically from CPA appropriated funds. The masonry was the biggest action done so far.

**MOTION** to adjourn the meeting by Mr. McFarland, seconded by Ms. Doyle

All in favor.

**Respectfully Submitted:**  
**Patrick Deschenes, Assistant Town Planner**