

Community Preservation Committee

John Hall, Chairman
Peter McFarland, Vice Chairman
John J. Aprea III, Treasurer
Helen Abdallah Donohue
Cheryl Doyle
Toni Eosco
Joseph Greeley
Debbie Holmwood
Patricia Griffin Starr



**Director of Community
Planning and Economic
Development**

Paul Halkiotis, AICP

Assistant Planner

Patrick Deschenes

Community Preservation Committee Meeting

6/12/2019

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

Room 24

Norwood Town Hall

PRESENT:

John Aprea
Helen Abdallah Donohue
Cheryl Doyle
Joe Greeley
John Hall
Debbie Holmwood
Peter McFarland
Patricia Griffin Starr
Toni Eosco

Also Present:

Patrick Deschenes, Assistant Town Planner

ABSENT:

Paul Halkiotis, Town Planner

Mr. Greeley introduced Ms. Eosco to the rest of the Committee. Ms. Eosco was appointed as the representative of the Historical Commission.

Approval of Minutes 5/8/19

MOTION to accept minutes from 5/8/19 by Ms. Donohue, seconded by Mr. McFarland.

All in favor.

Committee Reorganization

MOTION for Mr. Hall as Chairman by Ms. Doyle, seconded by Ms. Donohue

VOTE to close nomination by Ms. Donohue. All in favor.

All in favor 8-0. Mr. Hall is appointed Chairman.

MOTION for Mr. McFarland as Vice Chairman by Mr. Hall, seconded by Ms. Donohue.

VOTE to close nominations by Ms. Donohue. All in favor.

All in favor 8-0. Mr. McFarland is appointed Vice Chairman.

MOTION for Mr. Aprea as Treasurer by Mr. McFarland, seconded by Ms. Donohue.

VOTE to close nomination by Ms. Donohue. All in favor.

All in favor 8-0. Mr. Aprea is appointed Treasurer.

Mr. Hall stated he would like to find out the Committee reappointment dates for all At-Large members of the Community Preservation Committee.

Post Town Meeting Debrief

Mr. Deschenes provided an update as to the letters he distributed after Town Meeting to project applicants and to the Town's Accounting Department.

The Committee reiterated the need for the Accounting Department to not sign off on approving spending of CPA funds without written and confirmed Community Preservation Committee approval.

Ms. Donohue stated that the Committee does a good job in being thorough.

Mr. Greeley asked how frequently the Committee should invite applicants in to provide updates.

Ms. Holmwood stated that the Committee should have project managers come in to discuss their status at every meeting.

Mr. Hall stated that the Committee's job is making sure projects are done well and that the future of projects after that is up to the applicant.

Mr. Hall suggested that monthly written updates and quarterly face-to-face meetings might be preferable. Mr. Hall also stated that this might need to be adjusted for each project.

Mr. McFarland stated that in the future for Town Meeting the Committee should also have ready a slide showing the CPA project spending grid to help clarify what and how CPA money can be spent.

Next Steps

Mr. Hall stated that he saw three pressing issues that the Committee should accomplish this summer which were revision of the needs assessment, look into whether they should have a rolling application cycle, and to review their current project review process.

Ms. Donohue stated that having a public hearing in the summer to seek out comments for updating the needs assessment would be a waste of time. Ms. Donohue believes a smaller group or subcommittee would be better suited looking into the needs assessment during the summer and a public hearing would be better in the fall.

Mr. Hall agreed and stated that a subcommittee of himself, Mr. McFarland and Mr. Deschenes would look into reviewing the needs assessment and application to see what would need to be changed.

Mr. McFarland suggested having project liaisons from the Committee who check in with the applicants periodically as to the status of their project. Ms. Doyle would check in on the Conservation Commission's project, Mr. McFarland would check in on the Recreation Department's projects, and Mr. Greeley would check in on the carillon project.

Mr. Hall stated that we would like letters sent to the committees associated with providing information for the completion of last year's needs assessment.

Mr. Hall stated that he would like to set a deadline on receiving new material for 8/15.

Ms. Holmwood stated that she would like the Committee to look into to CPA project signs both for projects under construction and for those that are finished.

Mr. Deschenes stated that he would reach out to the Town of Canton to learn how they go about choosing signs.

MOTION to adjourn the meeting by Mr. Aprea seconded by Mr. McFarland.

All in favor.

Respectfully Submitted:

Patrick Deschenes, Assistant Town Planner