

Community Preservation Committee (CPC)
Town of Great Barrington
Minutes of December 9, 2013
Great Barrington Town Hall

1. Call to Order

The meeting was called to order at 6:00 PM by Chair Karen Smith.

Members present: Thomas Blauvelt, Jessica Dezieck, Kathleen Jackson, William Nappo (arrived at 8:00), Deborah Salem, and Karen W. Smith. Also present: Christopher Rembold, Town Planner.

Absent: Andrew Blechman, Martha Fick, Suzanne Fowle.

2. Administrative Business

Blauvelt moved to approve the minutes of November 26, Dezieck seconded. All were in favor.

3. Community Preservation Planning

a. Other Studies / Materials

Rembold handed out specific sections of the Master Plan Appendix for Committee members. These sections are the introduction "About our Town" and the Housing chapter and the Historic and Cultural chapter. These supplement the Master Plan Volume I that was handed out last time. These sections give the Committee more detail and will help you better understand the goals and strategies in Volume I.

One of the Committee's first duties is to write the Community Preservation Plan (the "CP Plan") which will set out our CPA funding priorities. There is a good deal of information to get up to speed on as we write the CP Plan. This data gives important background for the process of writing that CP Plan.

b. Subcommittees / Topics

Smith suggested members learn about a CPA topic that they are not necessarily familiar with. For example, since Smith is versed in parks and recreation, she would learn more about housing. Since Dezieck is versed in conservation, she would learn more about historic. This process will help Committee members, particularly those who represent a Board or Commission, understand more than just their normal area.

Three groups were formed as follows:

<u>Last Name</u>	<u>Topic</u>
Blauvelt, Salem, Fick	Open Space and Recreation
Jackson, Dezieck, Blechman	Historic Preservation
Smith, Nappo, Fowle	Housing

For the Open Space group, Rembold also handed out the Open Space chapter of the Master Plan Appendix. For the Housing group, he handed out the 2013 Housing Needs Study.

Committee members will read the information in their topic areas and develop an understanding of key points, priorities, goals, and strategies. Members will come to the next meeting prepared to draft that section of the CP Plan with their group members. Group members are not expected to meet together yet; just work individually until the next CPC meeting.

It was decided that at the next CPC meeting, the groups will convene first to compare notes. Then the full committee will come together after 30 or 45 minutes to put all the components together into one CP Plan.

c. Process & Timeline

In terms of schedule this coming year Rembold noted that in order to recommend funding for May 2014 Town Meeting, the CP Plan, application, and review of applications would all have to be completed by

early April at the latest. A public hearing on the draft CP Plan is required. That would happen in February, for example. Smith asked members for their thoughts on the timing.

Members generally were not in favor of rushing the process and they felt the schedule was a little daunting. The preference was for a thoughtful process to make a good CP Plan, and to produce a good application. However, it was recognized that groups are expecting to see funding a Request for Proposals (RFP) issued soon, so they can submit applications for funding. Members thought that the Committee should proceed and at the January meeting see how much can reasonably be accomplished.

Rembold suggested perhaps a public hearing on the draft CP Plan and RFP might be ready by mid- or late-February. RFP responses (funding applications) could be due in mid- or late-March.

Smith asked Rembold to provide samples of CP plans and RFP process from other towns. He will call Stuart at CP Coalition and request samples and send them out.

4. Reports from Committee Members

Blauvelt said the Finance Committee encourages the CPC to be ready to recommend projects for this coming May 2014 Town Meeting. Dezieck said the Conservation Commission has been briefed. Salem said the Housing Authority has relevant information on how CPA can be used for housing purposes, and that Rembold gave a brief to the board in November. Nappo reported that the Historic Commission is putting together their budget and would likely to apply for funds for a project that would otherwise be a capital budget request. Smith said the Park & Recreation Commission has accomplished a great deal in the last 10 years but would consider CPA for future work in their capital budget.

5. Next Meeting

In general Thursdays seem to be best for all members.

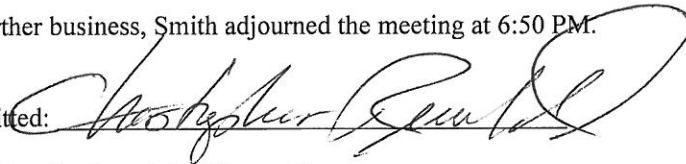
The committee decided its next meeting will be Thursday, January 2, 2014 at 6:15 PM at Town Hall.

Please also hold the date of January 16 at 6:00 PM.

6. Adjourn

Hearing no further business, Smith adjourned the meeting at 6:50 PM.

Respectfully submitted:



Materials presented or distributed for this meeting:

- Draft Minutes of November 26, 2013 meeting
- Housing, Historic, and Open Space chapter excerpts of the 2013 Master Plan, volume II
- Housing Needs Study 2013