

Town of Great Barrington Community Preservation Committee (CPC)

Minutes of May 19, 2015

Great Barrington Fire Station

The meeting was called to order at 5:30 PM by Chair Karen W. Smith.

Members present: Ed Abrahams, Thomas Blauvelt, Jessica Dezieck, Martha Fick, Suzanne Fowle, Kathleen Jackson, Deborah Salem, and Karen W. Smith. Members absent: William Nappo,
Also present: Town Planner Chris Rembold

Reorganization

Elect Chair: Dezieck moved to elect Smith as Chair, Abrahams seconded, all were in favor.

Elect Vice Chair: Blauvelt moved to elect Dezieck Vice Chair, Abrahams seconded, all were in favor.

Administrative Business

Minutes of April 14, 2015. Fick said she should not be listed under members present. Dezieck moved to approve the minutes as amended, Abrahams seconded. All were in favor.

It was noted that both Representative Pignatelli and Senator Downing are supportive of the recent legislation to increase the CPA trust fund. Smith will send a thank you letter from the Committee.

Grant Agreements

Smith referred the Committee to the draft CPA grant agreement. There was a question about whether a three year term was the maximum by CPA law or for some other reason. Rembold said he thinks that is the maximum term for which the town can enter into any contract, but they can be extended. He will ask about this. Jackson said she thought three years was appropriate as long as there was a way it could be extended if needed.

There was a suggestion that the project should designate a contact person or representative and their contact information be listed on the grant cover sheet.

There was a question, with regards to items 2 and 15 in the draft agreement, whether this gives the Committee the ability to revoke funds if an omission or misrepresentation by a grantee would have changed the Committee's initial funding decision. Rembold said he would ask Town Counsel.

With regards to item 8, it was suggested that it be made clearer that grantees retain receipts and records.

Rembold said he will share this draft agreement with Counsel.

Hearing no further comments, Smith asked Rembold to send a revised draft to the Committee for the June 16 meeting, and to include an Exhibit A for each grantee/project.

CPA Signage

Rembold passed out a mock-up of a temporary construction period sign. He said a vinyl banner type sign would cost about \$40 and could be attached to a construction fence at the project site. He suggested the Committee purchase 10 of these and hopefully they can be reused in future years. The Committee agreed.

There was a discussion about what a permanent CPA sign should look like. There was discussion about whether CPA recognition could be part of a longer list of donors, or whether it should be a separate sign or plaque. The Committee agreed to continue the discussion at a later date.

CPA Plan and Schedule

There was a brief discussion about the CPA Plan. Rembold reminded the Committee that each year they have to hold a public hearing on the Plan. It was decided that Rembold will email the plan to members and it will be discussed at the June 16 meeting.

The Committee discussed the application cycle for the coming year. It was decided that the Step 1 applications could be accepted on a rolling basis anytime up until September 1, 2015. The Committee will review them as they come in over the summer. The last meeting at which the Committee will review Step 1 applications is September 8, 2015. Step 2 applications will be due October 1. Then the Committee will hold a series of meetings in October to review and decide on applications.

Upcoming meeting dates are as follows:

June 16: final grant agreements, CPA plan review, finalize the Step 2 application form

July 21: CPA plan public hearing, review any Step 1 applications received

August 18: if needed to review any Step 1 applications received

September 8: review last of Step 1 applications received

October 6: begin review of Step 2 applications

October 15: continue review

October 20: continue review

October 27: continue review

October 29: continue review

Adjourn

Dezieck moved to adjourn, Abrahams seconded, all were in favor. The meeting adjourned at 6:35 PM.

Materials presented or distributed for this meeting:

- Draft minutes of April 14 meeting
- Draft grant agreement
- Draft meeting calendar
- Draft of construction/temporary CPA sign

Respectfully submitted:

