

Community Preservation Committee

May 25, 2016

Attendees: Didi Chadran, Beth Williams, Jo Ward, Michelle Catalina, Pam Marston

Absent: John Lee, Deb Thomson

The meeting convened at 7:33PM.

Minutes were approved.

Current Business:

1. Treasurer Update – Didi presented in John Lee’s absence. Balances are as reported at last month’s meeting. Fred Aponte sending monthly reports.
2. Follow-up on Action Items
 - Request for Park & Rec Liaison – John Lee contacted Doug Thornton to request that Park & Rec assign a representative to CPC
 - Questions about CPC grant approval schedule and annual report acceptance warrant article for Debbie Ricci – Michelle met with Debbie Ricci. Grant approval schedule will be the same as last year. Annual report acceptance warrant article not necessary.
 - Proposed meeting schedule for FY2017 – We agreed to continue to meet on the 3rd Wednesday of the month. Applications due to CPC by Thursday, September 29th. Didi will get notices to the paper. First notice to be in June, prior to paper’s vacation. Second notice to be in August reminding of Grant Application dates. Review of Grant Applications to take place on October 12 and 19th with spillover date of October 26th. Final discussion of Applications on November 16th.
 - Inquiry with Stuart Saginor about modeling impact of 3% surcharge – This item remained open due to John’s absence.
3. Master Plan impact on CPC – It was determined that our committee needs a clearer understanding of the 2nd match.
4. Feedback on Draft Notification Letters – Letters were approved and sent to Town Hall and Committees.
5. Officer Elections – Elections were held and the following individuals were selected for these positions.
 - Chair – Didi Chadran
 - Vice-Chair – Deb Thomson
 - Treasurer – John Lee
 - Clerk – Beth Williams

6. Michelle moved that the next CPC Meeting to be held on September 21st. Unanimously approved. Location to be determined prior to that meeting.

Action Items:

1. Didi to put notice in paper regarding Grant requests and submission dates.
2. John Lee to ask Stuart Saginor if the Coalition can model or otherwise assess the impact of a surcharge increase in Harvard to the full 3%.
3. Treasurer to send updates to the Committee.
4. Michelle Catalina to follow up with Deb Ricci regarding historic records. Should CPC be funding this or should this be an annual Town budget item.
5. John Lee to look into Historic reserve funding.
6. Didi will calendar meetings and submission dates.
7. Michelle will research surcharge modeling.

Meeting was adjourned at 8:39 pm.