

Community Preservation Committee (CPC) Meeting Minutes
30 May 2019 Shutesbury Town Hall

CPC Members Present: Allen Hanson/Co-Chair Finance Committee Representative, Rita Farrell/Co-Chair and Community Housing Representative, Linda Avis Scott/Conservation Commission Representative, Margie Tighe-Saporito/Community Member at Large Representative and CPC Secretary, Elaine PuLeo/Select Board Representative.

Members Absent: Sue Essig/Open Space Committee Representative, Chris Donta/Historical Commission Representative, James Aaron/Planning Board Representative.

Guests: none

The meeting was opened by Rita at 7:06pm

Meeting Minutes from 7 March 2019 and 21 March 2019 were re-reviewed and unanimously approved as written.

Meeting Minutes from 4 April 2019 were reviewed and unanimously approved as written.

Discussion:

1. Wrap up of Town Meeting: Elaine asked for a brief overview of what occurred at Town Meeting and this was provided by members who had attended that meeting.
2. The focus of this meeting was on the Habitat for Humanity Letter of Agreement (based on Grant Agreements that the CPC has reviewed from past CPA projects available online). The Habitat for Humanity Letter of Agreement is in the process of completion at this time.

A Deed Restriction will be drafted stating that the house shall stay affordable to low-income individuals who meet all requirements.

Much attention and discussion was given to CPC Grant Agreements verses Letters of Agreement, and the use of these letters to address the issue of start and end dates for all CPC funding of applications.

3. Follow up on Open CPC Funded Projects:
The committee reviewed CPC Projects that are on hold at this time:

Linda made a motion for Rita to draft an initial Letter of Agreement to the Buildings Committee for the proposed Renovation of The Old Town Hall and then the letter shall be finalized by both CPC Co-Chairs Allen and Rita. Elaine seconded the motion. 5 votes yes; all in favor.

4. A brief discussion was given to Community Preservation Trust Fund Distribution addressing the various CPC categories and the funds pertaining to these categories. It was agreed upon that the CPC will revisit this topic again at our Fall/September meeting.

Adjourn: Rita's motion to adjourn was seconded by Elaine. Meeting was adjourned at 8:25pm.

Respectfully submitted by Margie Tighe-Saporito/CPC Community Member at Large and CPC Secretary.