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Community Preservation Committee
MINUTES OF THE January 30th, 2023 MEETING
Held Virtually using Zoom Online Software

Members Present:

Samuel Burrington
Joanne Sullivan
Mini Kolluri
Clara Batchelor
John Spiers
David Lescohier
Nancy Heller
Blair Hines
Jenny Raitt

Members Absent:

Staff: Tina McCarthy

Ms. Heller called the meeting to order at 6:31 PM

Meeting Minutes:

The Committee reviewed the CPC minutes of 11/14/23.

Mr. Spiers moved to accept the minutes as submitted. Ms. Raitt seconded the motion.

Vote:

Clara Batchelor-yes; Jenny Raitt-yes; David Lescohier-yes; Blair Hines-yes; Joanne Sullivan-yes;
Samuel Burrington-yes; Minni Kolluri-yes; Nancy Heller-yes

Members of the Consultant Subcommittee reviewed the minutes of their meeting on 1/17/23.

Ms. Raitt moved to accept the minutes as submitted. Mr. Lescohier seconded the motion.

Vote:

Clara Batchelor-yes; Jenny Raitt-yes; David Lescohier-yes; Nancy Heller-yes

Members of the Consultant Subcommittee reviewed the minutes of their meeting on 1/19/23

Mr. Lescohier moved to accept the minutes as submitted. Ms. Raitt seconded the motion.

Vote:

Clara Batchelor-yes; Jenny Raitt-yes; David Lescohier-yes; Nancy Heller-yes

Discussion of the Consultant Contract

Ms. Heller explained the reason for trimming back some of the items in the scope to comply with the RFQ price limits. Translation services, workshop program and signs eliminated were the items removed; these will be completed in-house or by separate contract.

48 Mr. Hines agreed with the decisions to eliminate items. Mr. Spiers asked the workgroup members
49 if there were any substantial concerns with the contract or the consultant. Mr. Lescohier explained
50 that Ms. Goldson had worked in Brookline before, was familiar with CPA planning (she was one of
51 the first CPA planners in the state), and a leader in the field. He could not think of another more
52 qualified consultant. Ms. Batchelor fully supported the applicant and had no reservations. Ms. Raitt
53 agreed. She spoke about the intense schedule to meet the Committee's deadlines, which she wanted
54 the Committee to be aware of. Ms. Heller recommended awarding the contract.

55
56 Mr. Lescohier moved to approve the contract with JM Goldson. Ms. Raitt seconded the motion.

57
58 Vote:
59 Clara Batchelor-yes; Jenny Raitt-yes; David Lescohier-yes; Blair Hines-yes; Joanne Sullivan-yes;
60 Samuel Burrington-yes; Minni Kolluri-yes; Nancy Heller-yes

61
62 Ms. McCarthy discussed the schedule and the need to form workgroup to develop the Plan with
63 consultant and explained that there would be 8 additional meetings to attend. Ms. Heller asked for
64 volunteers. Mr. Lescohier, Ms. Heller, Ms. Batchelor and Ms. Raitt will serve on the CPA Plan
65 Workgroup.

66
67 The overall schedule of meetings was discussed. Ms. McCarthy agreed to confirm the dates with the
68 consultant and present a revised list at the next meeting.

69
70 Ms. McCarthy reviewed the FY22 CP1&2 forms. Mr. Lescohier explained the need to correct the
71 FY 23 allocations to comply with the 10% reserve requirement for each fiscal year. Ms. Heller
72 suggested rounding up the reserve percentages to account for interest and other revenue, perhaps as
73 high as 15%. Mr. Hines and Mr. Spiers supported that idea. Mr. Lescohier agreed to draft revised
74 numbers based for the Warrant Article based on this. Ms. McCarthy agreed to provide a budget
75 summary for the next meeting.

76
77 Ms. Heller opened the floor to comments from the public. There was no public comment.

78
79 Mr. Burrington asked for more information on the consultant's interview responses. Ms. McCarthy
80 agreed to forward this information.

81
82 Ms. Batchelor moved to adjourn the meeting; Mr. Burrington seconded the motion.

83
84 Vote:
85 Clara Batchelor-yes; Jenny Raitt-yes; David Lescohier-yes; Blair Hines-yes; Joanne Sullivan-yes;
86 Samuel Burrington-yes; Minni Kolluri-yes; Nancy Heller-yes

87
88 The meeting adjourned at 7:32 p.m.