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Community Preservation Committee
MINUTES OF THE May 9th, 2023 MEETING
Held Virtually using Zoom Online Software

Members Present:

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

Members Absent:

Staff: Tina McCarthy

Ms. Heller called the meeting to order at 6:35 PM.

Meeting Minutes:

Members reviewed the CPC minutes of 4/10/2023.

Mr. Lescohier moved to approve the minutes as submitted. Ms. Sullivan seconded the motion.

Samuel Burrington- yes; Clara Batchelor- yes; John Spiers- yes; David Lescohier- yes; Jenny Raitt- yes; Blair Hines- abstain; Joanne Sullivan- yes; Nancy Heller- yes.

Public Comment for items not on the agenda:

Postponed until after JM Goldson's presentation.

CPA Plan Update, JM Goldson:

CPC members introduced themselves to the consultant team. Jennifer Goldson reviewed the timeline for the CPA plan project. Mr. Lescohier confirmed the timing of the public hearing; it will be held Monday July 17th.

The survey will be finalized, translated and active for 3 weeks. Ms. Goldson reviewed the survey with committee members. Members discussed the survey process and clarified objectives. It was decided to include more information around equity (link to Town's goals) and address the issue at the Community Charette as well for a deeper understanding of equity goals.

Mr. Hines left the meeting.

Laura Smead asked members to provide comments on the survey by the 15th of May. Ms. Heller asked that members provide staff with any ideas for outreach email lists to distribute the survey. Mr. Spiers asked for the current email lists planned for distributions so members could identify gaps.

48
49 Ms. Goldson spoke about the Charette, to be held at the high school on June 5th, 6:30 PM. Will begin
50 with a brief presentation in the Black Box Theatre. Most of the night will be an open house, with
51 info sessions for people to engage with the categories, priorities, and project ideas. Ms. Smead asked
52 members of the Committee to come and staff tables to answer questions. Ms. Raitt and Ms. Sullivan
53 volunteered to be there. Mr. Spiers regretted that he could not attend. Translation services and
54 printing for the fliers would be provided by the Town. Ms. Smead asked if members wanted live
55 translation services at the Charette. Ms. Heller would investigate this with staff. Ms. Goldson
56 requested the dimension of signs for design purposes. Alexandra Vecchio & Erin Galentine offered
57 advice on putting up signs and invited the committee to reach out.

58
59 Ms. Smead reviewed the design schemes for the CPA outreach materials. Committee members
60 requested that the size of the type be carefully considered for readability.

61
62 Ms. Smead presented the profiles (fact sheets) for the funding categories. She explained the layout
63 had been simplified for ease of review while in draft form. These materials would be available at
64 the Charette. She asked for feedback on the documents from members by the 15th of May. Ms. Raitt
65 clarified issues around housing and agencies. Ms. Goldson explained the difference between
66 preservation and rehab. Rehab= bring up to code; you cannot do this. Preserve=protect from harm
67 (roof leak repairs); you can do this. If it is broken, you can fix it. She mentioned a DHCD fact sheet
68 regarding these subtleties, which she offered to share.

69
70 Ms. Smead recapped the findings from the focus groups and concluded the presentation.

71
72 Ms. Heller opened public comment for items not on the agenda:
73 No public comment.

74
75 Ms. Sullivan left the meeting.

76
77 **Parks and Recreation Commission Priorities Review:**

78
79 Ms. Batchelor reviewed the letter written by the Parks and Recreation Commission. The
80 Commission wanted to identify the most current reports, needs and priorities to share with the
81 consultant. This letter was reviewed and accepted by the Park and Recreation Commission.

82
83 Mr. Spiers left the meeting

84
85 Erin Gallentine spoke about the conversation at the Recreation focus group. The purpose of the
86 meeting was not clear to all at the outset, but lots of questions got answered. She offered to meet
87 with the committee any time and support the work going forward. Ms. Batchelor emphasized that
88 the letter was written to guide the consultants, who missed a lot in their first pass.

89
90 **Other Business:**

91 None

92
93 Mr. Lescohier moved to adjourn the meeting; Ms. Raitt seconded the motion
94 The meeting adjourned at 8:26 p.m.

95