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Community Preservation Committee
MINUTES OF THE September 11, 2023 MEETING
Held Virtually using Zoom Online Software

Members Present:

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

Members Absent:

Staff: Tina McCarthy

Ms. Heller called the meeting to order at 6:33 PM.

Meeting Minutes:

CPA minutes 8/14/2023-

Ms. Batchelor, Ms. Kolluri and Mr. Hines had been absent from the meeting. Mr. Lescohier moved to approve the minutes from 8/14/23. Ms. Raitt seconded the motion.

David Lescohier- yes; Clara Batchelor- abstain; Sam Burrington- yes; John Spiers- abstain; Joanne Sullivan- yes; Jenny Raitt- yes; Minni Kolluri- abstain; Blair Hines- abstain; Nancy Heller- yes
Minutes approved

Mr. Spiers asked staff to update the meeting minute file on the Document Center, as the link was incorrect.

CPA Plan Workgroup 6/9/23

Review postponed

CPA Plan Workgroup 7/14/23

Review postponed

CPA Plan Workgroup 8/11/23

Postponed

CPA Charette 6/05/23-

Mr. Lescohier moved to approve the minutes of the CPA Charette on 6/5/23. Ms. Sullivan seconded the motion.

47 David Lescohier- yes; Clara Batchelor- yes; Sam Burrington- yes; John Spiers- abstain; Joanne
48 Sullivan- yes; Jenny Raitt- yes; Minni Kolluri- abstain; Blair Hines- abstain; Nancy Heller- yes
49 Minutes approved.

50

51 **Public Comment for items not on the agenda:**

52 None.

53

54 **CPA Plan- Discussion and vote to adopt:**

55

56 Ms. McCarthy explained that the latest draft was sent to the committee members via email in the
57 late afternoon.

58

59 Ms. Kolluri asked that her last name be corrected.

60

61 Ms. Raitt asked about the community housing section. She noted that the Housing Advisory Board
62 was not addressed very directly. She had understood that the HAB would make Community
63 Housing application decisions, and this was not specified in the draft. She also asked for correction
64 of a typo. In the Community Housing section, “Sing” should be changed to “Single” in a couple of
65 places. Ms. Heller thought the HAB’s role did not need to be in the plan and could be discussed
66 later. Committee members discussed the inclusion of HAB and reviewed the relevant sections of
67 the plan. Ms. Heller recommended approving the plan and amending it later.

68

69 Ms. Batchelor thought the recreation and open space designations were confusing as they do not
70 reflect the set up or responsibilities of Town Departments. She encouraged the consultants to
71 explain this at the info sessions.

72

73 A member of the public wrote in the chat and asked if a community land trust for community
74 housing had been considered. Mr. Hines thought the plan would cover this organization; it could
75 be established and apply for funding at any time. Mr. Lescohier mentioned that the land trust
76 would need conservation agreements if the land were to be acquired by parties other than the
77 Town.

78

79 Mr. Burrington- made a correction: on page 22, “Advisory Board” should read “Brookline’s
80 Housing Advisory Board”

81

82 Mr. Hines moved to approve the Brookline CPA Plan with minor typo corrections necessary. Mr.
83 Burrington seconded the motion.

84

85 David Lescohier- yes; Clara Batchelor- yes; Sam Burrington- yes; John Spiers- yes; Joanne
86 Sullivan- yes; Jenny Raitt- yes; Minni Kolluri- yes; Blair Hines- yes; Nancy Heller- yes
87 The Brookline CPA Plan was adopted.

88

89 **CPA application and supporting materials:**

90

91 Ms. Heller explained the timing difficulties with setting the on-line application system up on
92 Accela. If necessary, a temporary application form would be set up to make the Phase 1
93 applications available for 9/18. It was her hope that the Phase 2 application would be able to go on
94 Accela by 10/16.

95
96 Committee members reviewed the Eligibility Packet and timeline for application. Committee
97 members made minor corrections to the wording of both documents.
98 Mr. Hines raised concern about public awareness of the applications when they are in their early
99 stages and asked how people could find out about the applications being filed. Ms. McCarthy
100 suggested the completed applications could be posted on the website, and also application
101 information would come to the Committee at the next meeting. She added that the application
102 information sessions in September were publicly noticed and a good place to hear about what
103 applications might be coming in.

104
105 Ms. Batchelor asked about the role of the HAB. Ms. Raitt clarified that the Board had asked the
106 CPAC to allow funds to flow directly to the HAB via the Housing Trust. Members discussed this
107 approach; Mr. Spiers & Ms. Sullivan were supportive. Concerns were raised about distribution,
108 accountability & reporting for CPA funds, as well as the fairness of enabling the HAB to directly
109 control CPA funds while other boards would not be given this opportunity. Ms. Raitt clarified that
110 the HAB would apply for an allocation of funds, controlled by a MOA, not to exceed the 10%
111 minimum housing allocation. This funding would be undesignated and at the discretion of the
112 HAB to apply to projects. Other housing projects could still apply through the CPA process.

113
114 **Other Business:**

115
116 Ms. Heller announced that Lyndsy Butler had been hired to fill the full time CPA planner position,
117 to start Monday, September 25th.

118
119 The meeting adjourned at 8:04 PM.

120