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*Community Preservation Committee*  
**MINUTES OF THE October 16, 2023 MEETING**  
**Held Virtually using Zoom Online Software**

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**Members Present:**

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

**Members Absent:**

Blair Hines  
Jenny Raitt

**Staff:** Tina McCarthy  
Lyndsy Butler

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

**Meeting Minutes:**

**CPA Plan Workgroup 6/9/23**

David moves to approve the 9/11/23 minutes, Clara seconded. David- Yes, Clara- Yes, Nancy- Yes. Other members abstain as they were not present. Motion carries.

**CPA Plan Workgroup 7/14/23**

David moves to approve the 7/14/23 minutes, Nancy seconded. David- Yes, Nancy- Yes. Other members abstain as they were not present. Motion carries.

**CPA Plan Workgroup 8/11/23**

David moves to approve the 23 minutes, Clara seconded. David- Yes, Clara- Yes, Nancy- Yes. Other members abstain as they were not present. Motion carries.

**CPA Plan Workgroup 9/8/23**

David moves to approve the 23 minutes, Clara seconded. David- Yes, Clara- Yes, Nancy- Yes. Other members abstain as they were not present. Motion carries.

**CPA minutes 9/11/2023**

Item will be moved to the next agenda.

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

Sana Hafeez inquired about her application status. Lyndsy Butler had replied to her request in an earlier email.

**Review of CPA Eligibility Forms received:**

Applications are still being received as tonight is the deadline. Nancy Heller discussed having a sub-committee meet to discuss the eligibility applications as this will help the committee ask

48 questions, share concerns and the go over the requirements for eligibility. Nancy would like the  
49 committee to meet prior to the next regularly scheduled meeting to ensure that eligibility letters can  
50 get out to the applicants before November. The committee agreed to meet on Monday October 30<sup>th</sup>.  
51

52 Lyndsy Butler shared some of the applications that have come in thus far. More substantive  
53 information will be required in the second application phase. Projects received so far included  
54 requests for housing, recreation, open space and historical restoration.  
55

56 Nancy took additional questions from the audience.  
57

58 Ade Ijanusi shared concerns of repetitive requests for funding. Ade also inquired about capacity  
59 building for housing. Nancy Heller stated that she was uncertain, but believed that housing criteria  
60 focus is more brick-and-mortar projects, however, funds can be used for feasibility study or some  
61 support.  
62

63 Bob Van Meter commented on his past experience with the use of CPA for capacity building. It  
64 was his understanding that housing projects were not required to consist of brick-and-mortar.  
65

66 **Other Business:**

67 Nancy Heller thanked Tina McCarthy for all her help and assistance with the CPA. Tina has been  
68 terrific and gone above and beyond in her service to the committee. Members were all grateful for  
69 her assistance.  
70

71 The second phase of the applications will be open on Accella in the next coming weeks. There  
72 have been a few issues with the platform that have been worked out with staff.  
73

74 The meeting adjourned at 7:29 PM.

75 Joanne moves DL seconded. All in favor.