

## **Minutes for CPC Meeting of 5/11/06, 7:30 pm–9:30 pm, Memorial Library**

*Attending:* Matt Lundberg, Tory Beyer, Catherine Coleman, Walter Foster, Susan Mitchell-Hardt, Ken Sghia-Hughes (8:00), Andy Magee, Nancy Tavernier, Roland Bartl

*Audience:* Steve Noone, FinCom

Matt opened the meeting at 7:40 pm.

The Committee approved the minutes of the 4/20/06 meeting, as written, unanimously.

### **CPC CALENDAR PLANNING**

The Committee discussed the upcoming schedule for the summer and fall. By statute, the committee must perform an annual needs assessment. The final plan needs to be out by mid-September in order to provide constituent groups ample time to prepare and submit funding requests.

After some discussion, it was agreed to schedule the June 8 meeting for all groups to talk to the Committee about future projects and needs. Each of the four project areas would have 15 minutes to speak. It would be good for each group to hear what all other groups have to say.

Matt will draft an invitation to send out to the following groups:

Housing: Acton Community Housing Corporation (ACHC), Acton Housing Authority (AHA), Habitat for Humanity

Open Space: Conservation Commission, Open Space Committee, Acton Conservation Trust

Historic Preservation: Historic District Commission, Historical Commission, Library Trustees

Recreation: Recreation Commission, Acton Public Schools, Acton Boxboro Regional School District, Friends of the Bruce Freeman Rail Trail

After hearing the comments from the various groups, committee members would be responsible for making draft revisions to the sections of the plan for which they are primary advocates. (Roland would review the procedural sections.) The final draft plan would be assembled at the June 22 meeting, to be distributed to the various interest groups for review. Comments on the draft plan would be due on July 24, with the final plan to be issued on July 27, after reviewing the comments received. The August 10 meeting would be reserved for additional work on the final plan, if required. This allows for the earliest possible release of the final plan to the public. The Committee would hold a question and answer review of the plan on September 14. It was suggested and generally accepted that the Committee would have a workshop on submitting a proposal for anyone interested on September 28.

In summary, the following schedule was agreed upon by the Committee:

- 5/25: Meeting canceled
- 6/8: Meet with all interest groups to perform needs assessment and receive comments on CPC plan. Each committee member is responsible for incorporating the information from this meeting into a revision of the section of the plan for which they are primary advocate. Meeting to be held in the Faulkner Room.
- 6/22: Assemble revised sections into a draft CPC plan, to be released to the public and sent to the key interest groups for comment.
- 7/13: Meeting canceled
- 7/24: Public comments on the draft plan are due
- 7/27: Review of comments on draft plan. Final plan is established and issued to the public.
- 8/10: Meeting reserved for additional work on final plan, if needed. This meeting may be canceled, if the final plan is completed on 7/27.
- 8/24: Meeting canceled
- 9/14: Present final plan to the public and provide clarifications and answer to questions on the plan
- 9/28: Workshop for the public on submitting proposals to the CPC
- 10/12: TBD
- 10/26: TBD
- 11/9: Meeting canceled (re-schedule to following week)
- 11/13: Deadline for submission of proposals to CPC
- 11/16: First meeting to discuss proposals received

## ELECTION OF OFFICERS AND MEMBERSHIP

The Committee membership will remain as is for the coming year. Andy has offered to continue to represent the Conservation Commission. The Commission has not yet formally acted on his offer. The CPC Bylaws require election of officers at the beginning of the fiscal year, which is July. Elections will be scheduled for the July 27 meeting.

## OTHER BUSINESS

All the award letters have gone out, except for the Elms Street Hoops, which should go out this week. It was delayed to allow Town review of the use agreement.

The Committee heard updates on the following projects:

North Acton Station Master's House: Susan is working to get the house re-located in order to save it from demolition.

Morrison Property Committee: Moving forward with plans for farm, field, parking, and wooded area. Probably will be submitting request for funding from CPC, including the East Acton Village Green

Exchange Hall: May see some activity, as it begins moving forward

Civil War Artifacts: No progress so far.

The comment was made that this may be a good time to start talking about raising the CPC tax rate to 3%, to generate more funds, and to protect the state match if the matching funds are not enough to match all towns that participate in the CPC.

The meeting was adjourned at 9:30pm.

Respectfully Submitted,

Ken Sghia-Hughes, Clerk  
Community Preservation Committee