

Community Preservation Act Committee (CPAC)

Meeting Minutes

January 21, 2021, meeting via Zoom, 6 pm.

Members Present: Sarah Marshall (Chair), Sam MacLeod (Vice Chair), Ana Devlin Gauthier, Sarah Eisinger, Robin Fordham, Diana Stein, David Williams, Katie Allen Zobel, **Andrew MacDougall not recorded in most of the votes—was he absent? IF he arrived late, that is often recorded.**

Members Absent: ~~None~~ Andrew MacDougall

Staff Present: Hollie Bowser (Asst. Comptroller
Anthony P. Delaney (Procurement Officer)

Others Present: Cathy Schoen (Town Council liaison), Meg Gage (Mill River Project)

1. Call to Order

Sarah M. called the meeting to order at 6:05, conducted via remote participation pursuant to the Governor's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, M.G.L. ch. 30A §18. Each member of the Committee affirmed by roll call their ability to hear and be heard in the meeting. The meeting was recorded for subsequent posting on the Town website. The meeting was recorded by Amherst Media.

2. Approval of Minutes

MOTION: Motion to Approve November 5 minutes by Diana Stein, seconded by Katie-Allen Zobel

Discussion: A few minor edits to be sent to Anthony Delaney

VOTE:

In favor: Sarah Marshall, Sam MacLeod, Ana Devlin Gauthier, Sarah Eisinger, Robin Fordham, Diana Stein, David Williams, Katie Allan Zobel; Opposed: None; Abstentions: None; *Motion passes 8-0-0*
Andrew MacDougall ?

MOTION: Motion to Approve December 3 minutes by Ana Devlin Gauthier, seconded by David Williams

Discussion: Diana Stein said she would send minor edits to Anthony Delaney

VOTE:

In favor: Sarah Marshall, Sam MacLeod, Ana Devlin Gauthier, Sarah Eisinger, Robin Fordham, Diana Stein, David Williams, Katie Allan Zobel; Opposed: None; Abstentions: None; *Motion passes 8-0-0*
Andrew MacDougall ?

3. Public Comment

Meg Gage (Mill River Project): Suggestion made to approve minutes at the beginning of every subsequent meeting. Still interested in applying for funding from CPA for the Mill River History Trail project. Interested in knowing what about their proposal did not qualify.

Robin F. Indicates the Historical Commission would like to meet with to talk about the proposal as there is enthusiasm for it.

Sarah M. Indicates that reviewing the requirements and process is on the CPAC agenda

Sam M. Indicates that committee never actually ruled on the qualification of the proposal as it didn't come to the point of discussion.

Meg G. Indicates that they are available to discuss the application when the CPAC is ready.

Robin F. Indicates that a good first step for the Mill River application process is to meet with the Historical Commission.

Ana D.G. Indicates that there is some good information on the CPA Coalition Website worth reviewing that could answer some **questions for** an applicant.

Additional discussion on the application process, **noted** the following email from Stuart Saginor of the CPA Coalition to town staff regarding the Mill River Proposal:

"This is a worthwhile historic project Community archaeology is not one of the CPA allowable uses the project does not acquire preserve or rehabilitate and historic resource. If anything, it has a project that

supports historic resources, which is not available in the historic category CPA funding is generally for “direct work on historic resources, not for interpretation research or signage.”

4. CPA Tax Abatement

Robin F. Discussion of notifying the public about the CPA tax exemption for qualifying individuals.

Should include what that exemption is

Comments by others.

MOTION: Motion that the CPA committee recommend to the assessor's office that a flyer be included with annual tax bills, indicating that the CPA exemption is available and instructions on how to apply and determine eligibility, submitted by Robin Fordham, seconded by Katie Allen-Zobel.

VOTE:

In favor: Sarah Marshall, Sam MacLeod, Ana Devlin Gauthier, Sarah Eisinger, Robin Fordham, Diana Stein, David Williams, Katie Allan Zobel; Opposed: None; Abstentions: None; *Motion passes 8-0-0*
Andrew MacDougall ?

5. CPAC Fall Schedule Planning

Anthony D. presents a draft CPAC schedule. There is discussion from committee members relating to:

- The date of the proposal deadline
- When to make the proposal application form live
- How to inform the public
- Whether to include additional meetings in the schedule to facilitate more committee review

The determination was made to have a one-month open proposal submittal period from September 1, 2021 to October 1, 2021, which also enables an additional meeting week on October 8, 2021.

Anthony D. will circulate a revised calendar to the Committee.

6. Proposal Evaluation Criteria

Robin F. Display~~eds~~a form she used for considering Historical Commission proposals.

~~Andy M was there???~~ Displays a spreadsheet template he has used for committee criteria ratings of submitted proposals.

General discussion on each of the above.

7. Community Resource Committee of the Town Council proposed housing policy

Sarah M. references the CRC proposed housing policy as something the committee has been asked for commentary on. She indicates that information may be provided to the committee at a later time for commentary as desired.

8. MOTION: Motion to adjourn the meeting by Sam MacLeod, seconded by Diana Stein

VOTE:

In favor: Sarah Marshall, Sam MacLeod, Ana Devlin Gauthier, Sarah Eisinger, Robin Fordham, Andrew MacDougall, Diana Stein, David Williams, Katie Allan Zobel; Opposed: None; Abstentions: None; *Motion passes 9-0-0*

9. Adjournment

The meeting was adjourned by Sarah Marshall at 8:06 PM.

Submitted by Sam MacLeod