

**TOWN OF ACTON COMMUNITY PRESERVATION COMMITTEE (CPC) VIRTUAL MEETING MINUTES**

**May 06, 2021**

**7:30 PM**

**MEETING HELD BY ZOOM TELECONFERENCE AND AVAILABLE TO THE PUBLIC**

**Note:** The Town of Acton in response to the COVID-19 (Corona Virus) is currently following the guidance from the Acton Board of Health, Massachusetts Department of Public Health and the CDC regarding the virus and steps communities can take to prevent the spread. The Town Hall is closed to the public.

**Present:** Mr. Ray Yacoub (Chair), Mr. Steve Trimble (Clerk), Mr. William Alesbury, Ms. Nancy Kolb, Ms. Victoria Beyer, Ms. Alissa Nicol (Associate), Mr. Walter Foster, Mr. Jim Colman

**Absent:** Ms. Carolyn Kilpatrick (Vice Chair), Mr. Dean Charter

**Others Present:** Mr. Robert Hummel (Town Planner), Mr. Joe Will

Mr. Yacoub (Chair) opened the meeting at 7:31 PM. The Chair read the notice regarding virtual meetings and how the public could access and participate in the meeting. All votes will be by roll call.

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**I. Regular Business**

Roll Call: Attending: Mr. Alesbury, Ms. Kolb, Ms. Nicol, Ms. Beyer, Mr. Yacoub, Mr. Trimble, Mr. Colman, Mr. Foster

Not Present: Ms. Kilpatrick, Mr. Charter

**1. Citizens' Concerns (7:35 PM - 7:36 PM)**

- a. Mr. Yacoub requested from Mr. Hummel there were any attendees with citizens' concern. There were none present with a request.

**2. Review Meeting Minutes (7:36 PM – 7:42 PM)**

- a. Mr. Yacoub requested a motion to approve the April 28, 2021 CPC Minutes.
- b. Ms. Kolb moved to approve the minutes for April 28, 2021 seconded by Mr. Alesbury.
- c. Minor updates were made to the minutes notably attendance correction.
- d. Committee Disposition: "Ayes" Mr. Alesbury, Ms. Kolb, Ms. Nicol, Ms. Beyer, Mr. Yacoub, Mr. Foster, Mr. Colman, Mr. Trimble.
- e. Motion approved unanimously to accept the amended April 28, 2021 Minutes as final.

**3. Administrative Updates & Scheduling (8:28-8:46 PM; agenda item handled out of stated sequence)**

- a. Mr. Yacoub will be presenting the CPA article to the Finance Committee on Tuesday, May 11<sup>th</sup>. Mr. Foster will attend; and all are welcome. Mr. Hummel to send deck to entire committee.
- b. Mr. Yacoub requested a motion to adjourn. A motion to adjourn was made by Mr. Foster and seconded by Ms. Beyer.
- c. Committee Disposition: "Ayes" Mr. Alesbury, Ms. Kolb, Ms. Nicol, Mr. Foster, Ms. Beyer, Mr. Yacoub, Mr. Colman, Mr. Trimble.
- d. Motion to adjourn the May 6, 2021 meeting at 8:46 PM approved unanimously.

**II. New/Special Business**

1. **Review and vote on Wright Hill Debt Service Payment from Open Space Set-Aside (7:43 PM – 7:45 PM)**
  - a. Pertaining to the Wright Hill Debt Service (Item N on the article) to approve the \$79,200.
  - b. Mr. Colman moved to approve the noted amount and Ms. Kolb seconded. Committee Disposition: "Ayes" Mr. Alesbury, Ms. Kolb, Ms. Nicol, Mr. Foster, Ms. Beyer, Mr. Yacoub, Mr. Colman, Mr. Trimble. Motion to approve passed unanimously.
2. **Review and vote to approve CPA Warrant Article (7:46 PM – 8:04 PM)**
  - a. Mr. Hummel responded to Mr. Alesbury in that the Open Space interest earned was from interest on money in accounts. Mr. Alesbury was surprised to see how large it was in current interest rate environment. Mr. Alesbury also wanted to know why the warrant does not list set-asides and the procedures for withdrawing funds. Mr. Foster noted that money in Open Space is still in a CPC controlled set-aside, but money provided to other organizations is transferred to them (e.g., ACHC) and is no longer under our jurisdiction. The Committee struck a comment suggesting this was the 7<sup>th</sup> year of the committee's work on page 3 of warrant article. Ms. Beyer requested minor wording changes in the Textiles and Clothing Collection.
  - b. Mr. Trimble moved to accept the CPA Warrant Article as revised Ms. Kolb seconded. Committee Disposition: "Ayes" Mr. Alesbury, Ms. Kolb, Ms. Nicol, Mr. Foster, Ms. Beyer, Mr. Yacoub, Mr. Colman, Mr. Trimble. Approved unanimously.
3. **Outreach to Neighboring Towns - CPA Process (8:04 PM – 8:28 PM)**
  - a. Mr. Alesbury presented a proposal to interact with 6-12 towns (list TBD) to see what their annual processes were in terms of approach, process, and awards of CPA funds. Competitive benchmarking as you will. How do they deliver services? Mr. Foster suggested we start with the coalition which aggregates the projects from member towns.
  - b. The Committee supports this effort. Next steps see who wants to help, finalize questions. Identify target towns.

**Next Scheduled Meeting(s):**

Post Town Meeting TBD (post meeting changed to May 20, 2021)

**Items used at the meeting:**

1. CPC Agenda 2021-05-06.pdf
2. Draft CPC Minutes 04.28.21.pdf
3. CPA Article DRAFT 5-5-21.pdf

Additional materials can be found here: <http://doc.acton-ma.gov/dsweb/View/Collection-13585>

For more information about Community Preservation Committee contact

[cpc@actonma.gov](mailto:cpc@actonma.gov) or 978-929-6631