



**TOWN OF ACTON
COMMUNITY PRESERVATION COMMITTEE (CPC)
MEETING MINUTES
September 9, 2021 - 7:30 PM
Town Hall Room 204 and Virtual Meeting
AVAILABLE TO THE PUBLIC**

Present: Dean Charter (Chair), Bill Alesbury (Vice Chair), Stephen Trimble (Clerk), Tory Beyer, James Colman, Walter Foster, Carolyn Kilpatrick, Alissa Nicol (Associate), Ray Yacouby

Absent: Nancy Kolb, Ray Yacouby dropped during meeting due to technical issue

Others Present: Kristen Guichard (Planning Director), Joe Will

Mr. Charter (Chair) opened the meeting at 7:40 PM. The Chair read the notice regarding virtual meetings and reviewed instructions on how the public could access and participate in the meeting. All votes will be made by roll call. This meeting is convening by video conference via the Zoom App and in person as posted on the meeting agenda. Please see the meeting agenda on the Town Website for details on how to participate remotely.

This meeting will feature public comment. Please note that this meeting may be recorded, and it may be published or rebroadcast. All participation within this meeting will be visible to others.

I. Regular Business

Roll Call:

Attending: Dean Charter (Chair), Bill Alesbury (Vice Chair), Stephen Trimble (Clerk), Tory Beyer, James Colman, Walter Foster, Carolyn Kilpatrick, Alissa Nicol (Associate) and Ray Yacouby.

Not Present: Nancy Kolb

1. Residents' (former cited as "Citizens") Concerns – None
2. Review draft 07.20.21 CPC Meeting Minutes
 - a. Ms. Beyer moved to accept the July 20, 2021, draft minutes as final. The motion was seconded by Ms. Kilpatrick.
 - b. No changes were made to the minutes.
 - c. Mr. Charter asked Mr. Trimble to call the roll to approve the July 20, 2021, minutes: Mr. Charter, "Aye", Ms. Beyer, "Aye", Mr. Alesbury, "Aye", Mr. Colman "Aye", Mr. Foster, "Aye", Ms. Kilpatrick, "Aye", Ms. Nicol, "Aye", Mr. Trimble "Aye".
 - d. The July 20, 2021, draft minutes were approved as final unanimously.
3. Administrative Updates & Scheduling (handled at end)
 - a. It was noted that the CPA Public hearing was scheduled on September 29th to approve the plan.
 - b. Ms. Guichard will send out possible CPC Committee dates as a doodle poll to the Committee.
 - c. Ms Guichard noted Barbara (Barb) Rhines was hired as the new Cultural Resource Planner and started. Her primary focus will be on historic and other cultural concerns.
 - d. Mr. Charter asked for motion to adjourn this session. Ms. Nicol moved to adjourn the meeting which was seconded by Ms. Kilpatrick.

- e. Mr. Charter asked Mr. Trimble to call the roll to adjourn: Mr. Charter, "Aye", Ms. Beyer, "Aye", Mr. Alesbury, "Aye", Mr. Colman "Aye", Mr. Foster, "Aye", Ms. Kilpatrick, "Aye", Ms. Nicol, "Aye", Mr. Trimble "Aye".
- f. The motion to adjourn the September 09, 2021, meeting was approved unanimously and ended at 9:42 PM.

II. New/Special Business

1. Review Draft CPA Plan

The CPA plan has circulated for a month or so at this point. Kristen made some updates and reviewed the document changes with the committee. These included but are not limited to:

- i. Responses inserted by the Planning Department where they were clear.
- ii. The term "citizens" was changed to "residents" throughout the document.
- iii. Updated to 2021 MA State dollars where possible. Further discussion covered the inclusion of 2021 versus 2020 amounts. Affordable housing numbers are pending clarification.
- iv. A Recreation citation that was changed to resources. Various clarifications were made to the document. The committee recommended moving list of completed projects for all categories, not just Open Space and Recreation, to the Appendix.
- v. A recommendation to add a step recommending planned submissions for review by the entire committee. Mr. Alesbury wanted to know if we could rescind projects via town warrant.
- vi. The committee determined not to change the term character as raised in the meeting.

2. Discuss process for early notice of Open Space and Recreation Projects

- a. Mr. Andy Magee agreed to come in an October meeting.
- b. Mr. Trimble note that Ms. Melissa Rier in Recreation would be happy to appear and would let her know the details.
- c. Mr. Charter will discuss with Ms. Guichard to arrange for the October and follow-on meetings.
- d. Jim suggested opening this proposed appearance to housing and historical groups. It was decided that each lead will engage with the groups to see if there is anything they need to bring into October.

3. Discuss questionnaire to obtain information from other Community Preservation Committees

- a. The committee discussed and item raise by Mr. Alesbury from last Spring an effort to discover the best practices of neighboring towns.
- b. Mr. Alesbury noted The Community Preservation Coalition website publishes a databank and was able to glean usable information for 187 towns in the Commonwealth (e.g., surcharge level, level of funding, which categories, direct link to each town's CPC website). It also contains all the mechanisms for each town/city.
- c. Please contact Mr. Alesbury if you wish to assist him in the review.

Items used at the meeting:

- 1. 2022 CPC Plan Draft-V2 (comments).pdf
- 2. CPC Agenda 2021-09-09.pdf
- 3. Draft- CPC Minutes 07.20.21.pdf

Additional materials can be found here: <http://doc.acton-ma.gov/dsweb/View/Collection-14029>

Next Meeting: September 29, 2021 (Room 204 and virtual) – CPA Plan Public Hearing

For more information about Community Preservation Committee contact cpc@actonma.gov or 978-929-6631