

COMMUNITY PRESERVATION COMMITTEE

**Meeting of Thursday, September 12, 2013
TOWN HALL**

I. ADMINISTRATIVE BUSINESS

Quorum/Attendance: Chairperson, Jeff Lucas; Vice Chairperson, Frank Rezendes, William Markey, Terrence Meredith, Janine Peccini, Ann Richard and James Souza.

Absent: Jay Simmons & Cynthia McNaughten

William Roth was also in attendance.

Election of Officers:

Jeffrey Lucas opened the election for Chairperson.

Terrence Meredith nominated Jeffrey Lucas for Chair and was seconded by William Markey. All were in favor.

Jeffrey Lucas closed the election for Chairperson. He then opened the election for Vice Chairperson.

Jeffrey Lucas nominated Frank Rezendes for Vice Chairperson, and was seconded by Terrence Meredith. All were in favor.

Jeffrey Lucas closed the election for Vice Chairperson. He then opened the election for Clerk.

Terrence Meredith nominated Janine Peccini for Clerk, and was seconded by William Markey. All were in favor.

Acceptance of Minutes: Terrence Meredith made a motion to approve the minutes of May 1, 2013, and was seconded by William Markey. The motion passed unanimously.

CPC Bills:

1. Vermont Recreational - \$27,190.00 – Livesey Park – Art #31F

William Roth explained this was for the Livesey Park Project, the resurfacing. It was under budget and on schedule.

Terrence Meredith made a motion to pay this bill for Vermont Recreational and was seconded by James Souza. The motion passed unanimously.

2. Fairhaven Police - \$160.00 – Livesey Park-Art #31F

William Roth explained this was a police detail to keep children off the resurfacing.

Terrence Meredith made a motion to pay this bill for the Fairhaven Police and was seconded by James Souza. The motion passed unanimously.

3. Staples – Copies 2014 CPC Plan - \$90.36

William Roth explained this was for copying and collating.

Terrence Meredith made a motion to pay the Staples bill and was seconded by James Souza. The motion passed unanimously.

4. **FHA** – Article #46E - \$1,360.76

William Roth explained this was from two years ago, as part of a set-up for the non-profit; expenses incurred.

Janine Peccini made a motion to pay this FHA bill and was seconded by Terrence Meredith. The motion passed unanimously.

II. PUBLIC HEARING:

1. Review 2014 CPC Plan

Jeffrey Lucas opened the hearing in saying that two weeks ago the advertisement was made for the Public Hearing.

William Roth read from his memorandum to whom it was routed to within the Town.

Ann Richard asked if it was routed to the Library, to which Mr. Roth said it was not. He would add them to the list for the future.

William Roth said he didn't reinvent the wheel but just went through and made updates and changes. He updated the project list and made changes as necessary.

Jeffrey Lucas said their goals are pretty general.

Ann Richard referred to page 27 to say that the old dates need to be corrected to this year's dates.

William Roth agreed and said this year's deadline would be November 8, 2013. He would go ahead and make the necessary date changes.

Jeffrey Lucas made a few amendments to the document. In reference to page 1, the # of years appropriated need to be corrected. William Roth agreed.

Mr. Lucas also referenced page 2 & 3, under FY 2007 and 2013, should the amounts match?

William Roth said that the administrative expense is usually taken out, but he will look at it again.

Mr. Lucas asked for an amendment on page 4, it read Rene Fleurent, Jr. as a member representing Planning Board. He also mentioned on page 4, under CPA funding, whether the administration fee should read 5%. Mr. Lucas said it should be in the document, he didn't remember seeing it.

Janine Peccini said she did remember seeing it within the document.

Frank Rezendes asked if the document was going to come back before them for a final vote with the corrections.

William Roth said if they wait to approve it after he makes the corrections, it would only put a delay on things.

Jeffrey Lucas said he was pretty comfortable with Mr. Roth making the changes and the Board voting on it tonight.

Ann Richard made a motion to approve the CPC Plan for 2014 with the amended changes noted this evening and was seconded by James Souza. The motion passed unanimously.

III. OTHER BUSINESS

1. Authorization of CPC Chairman to sign for Payroll

William Roth said this is for Pattie Pacella's payroll. He explained they usually vote for the Chairperson and an alternate to sign just in case.

Terrence Meredith asked if Ann Richard would be interested in being the alternate.

Ms. Richard said she wouldn't mind.

William Roth stated that like the Planning Board, they usually have him be the alternate so that someone else doesn't have to be bothered to come to Town Hall if an alternate is needed, he is already there.

Ms. Richard was fine with that idea.

Frank Rezendes made a motion to have CPC Chairperson, Jeffery Lucas sign for payroll with William Roth as the alternate and was seconded by Terrence Meredith. The motion passed unanimously.

2. Approve CPC Appropriation list to Anne/Accounting for FY13.

William Roth said he actually doesn't have this list in his packet. He apologized, but explained the list was of all closed out projections and just has to be signed off on. Mr. Roth will put it on the next meeting's agenda.

3. Any other CPC business.

Frank Rezendes asked if there were any upcoming seminars.

William Roth said that he does forward any information that he receives, but he hasn't seen anything recently.

Frank Rezendes said that he received an email from Boston regarding the CP-3 form.

William Roth said the CP-3 form had to be filed out. Mr. Roth said that CP-1 & CP-2 are filled out by Town Treasurer and Town Accountant, and that he fills out CP-3. He did fill it out immediately, as it's for reimbursement.

William Roth stated that applications will be due on November 8, 2013, so they would have to meet in November. Mr. Roth explained to Janine Peccini how the process works.

IV. NEXT MEETING

A discussion on when the next meeting should be occurred.

William Roth said the next meeting would be Thursday, November 14, 2013, at 6:30 p.m.

Ann Richard made a motion to adjourn and was seconded by Terrence Meredith. The motion passed unanimously.

The meeting was adjourned at 7:10 p.m.

Respectively submitted,

Patricia A. Pacella