

Community Preservation Committee
October 17, 2018
Volunteers Room, Harvard Town Hall

Attendees: John Lee, Beth Williams, Didi Chadran, Erin McBee, John Mark Walker, Fran Nickerson, Doug Thornton

Absent: Jo Ward, Pam Marston

Guests: Marlene Kenney, Town Clerk

The meeting convened at 7:33 PM.

Minutes from September 19, 2018 meeting were approved.

1. Grant Application – Marlene Kenney, Town Clerk: Marlene Kenney presented her grant application requesting \$25,635.00 towards the preservation of Town documents. This has been an on-going project for the past 12 years. This project restores damaged books, records & documents, helping to preserve the Town's history. Restoration takes approximately 3-4 months and we received restored documents in physical, pdf and microfilm form. The physical documents are stored in a climate controlled vault. PDF and microfilm copies are available at Town Hall for viewing. Questions were asked as to whether this project is bidded out or just using prior vendor. Marlene will check this with Marie Sobalvarro and get the answer back to CPC.
2. Treasurer's Update: David Nalchajian's resignation has John Lee recreating our old spreadsheets, so CPC may track finances until new Finance Director is hired and up to speed. By John's calculations, with proposed funding from the Commonwealth, CPC should have approximately \$400,000 available for distribution this fiscal year. John has not yet received solid figures from the Community Preservation Coalition, but is working off approximate figures given.
3. Public Comment: No Public Comment.
4. 2018 CPC Application Submitted: 7 applications have been received.

• Pond Road Tree Replacement	\$10,000	Open Space
• Boat Rental Kiosk	15,000	Open Space
• Preservation of Town Documents	25,635	Historic
• Affordable Housing Funds	46,268	Affordable Housing
• Bromfield LAX Field Reseeding	125,000	Open Space
• Town Conservation Fund	200,000	Open Space
• Bromfield Stone Wall	89,200	Historic
• Old Library Roof Restoration	\$100,000	Historic

5. Annual Calendar: Didi presented the proposed Annual Calendar for the upcoming grants and meetings. Calendar was approved.

Date	Meeting Focus	Objectives	Notes
November 21, 2018	Grant applicant presentations	Continue to hear application pitches	
December 19, 2018	Draft slate of ATM recommendations	Draft reports to – and as needed appear before - Select Board, FinCom	
January 16, 2019	Final slate of ATM recommendations		
February 20, 2019	Begin prep work for ATM	Finalize CPC Report for FinCom book, reviews ATM motions	
March 20, 2019			
April 17, 2019			
May 15, 2019			
June 19, 2019			
July 17, 2019			
August 21, 2019			

6. Schedule of Applicant Presentations: Presentations will be held during the November and December meetings. Doug Thornton will contact HAA to see which date works for them. Fran Nickerson will contact MAHT to see if the November 21 meeting works for them.

7. Officer Elections: Didi Chadran motioned that the current slate of Officers remains the same. This motion passed and by unanimous vote, the officers are as follows:

- Chair – Didi Chadran
- Treasurer – John Lee
- Clerk – Beth Williams

8. Action Items:

- a. John Mark to draft proto for CPC sponsorship banner/plaque prior to next meeting.
- b. Coalition and Trust for Public Land Project to collect information to create and online, interactive map of every parcel acquired with statewide CPA funds. Didi will work with the Conservation Commission to compile data for this project and contact Lisa A (Harvard Press) for photos.

- c. Didi will update Town Clerk's office as to Officers and new representatives from MAHT and Park & Rec.

Next CPC meeting scheduled for Wednesday, November 21, 2018 at 7:30pm in Volunteers Room, Harvard Town Hall.

Meeting was adjourned at 8:41 pm.