

# COMMUNITY PRESERVATION COMMITTEE

## Public Meeting Minutes

March 16, 2021

7:00 P.M.

### Virtual Public Hearing and Public Meeting

Pursuant to notice duly filed with the Town Clerk's Office, Concord's Community Preservation Committee held a virtual public meeting on Tuesday, March 16, 2021 at 7:00 p.m. using the Zoom meeting platform. Meeting ID: 882 9676 5864 Password: 510033

Committee members Tom Kearns, John Cratsley, Nancy Nelson, Diane Proctor, Judy Zaunbrecher, Hester Schnipper and Paul Grasso were present.

Others Present: Matt Johnson, Holly Cratsley

The Chair called the meeting to order at 7:04 p.m. by a roll call vote.

Everyone at the meeting introduced themselves and stated which board or committee they were the designee. Mr. Kearns explained how to public can use the raise hand function if they have a question or comment during the meeting. Mr. Kearns apologized for the technical challenges that lead to the February meeting not being held and briefly reviewed the agenda for the evening.

#### **Review and Vote on 2021 Warrant Article**

The Committee reviewed the final draft of the warrant article. Ms. Zaunbrecher moved to approve and submit the warrant article. Ms. Nelson seconded and there was a roll call vote in favor of the motion. Mr. Cratsley abstained from voting.

#### **Discussion on Draft Project Conditions**

The Committee reviewed the draft project conditions. The Committee discussed the Masonic Lodge project conditions and agreed that the funds could be used for a wood shingle roof or a synthetic slate roof – whichever material the HDC is willing to approve. The Committee also agreed that the Historic Structures Report did not need to be completed prior to the roof being replaced. Mr. Cratsley recused himself and turned off his camera for the discussion on Wright Tavern. The Committee discussed the Wright Tavern project and stated that the scope of the project had been refined in the December 7<sup>th</sup> letter to the CPC. Ms. Nelson suggested that a preservation restriction on the exterior and the interior be required as a condition; as well as the documentation of the interior with 3D photos and/or 3D lidar imaging. Ms. Nelson had questions on how the consultation process will work as plans, specs, and costs are developed for the project. Ms. Zaunbrecher stated that she believes that level of review should be left to those boards/committees/departments who have jurisdiction. Mr. Kearns stated that the Committee will need to have an ongoing discussion about the use of a preservation restriction. Ms. Proctor asked how we discuss this project as a community, as it is an important landmark in town. Holly Cratsley explained how some of the interior changes occurred over time due to building code, use, and ADA requirements; and how these alterations were all made with private funds. Ms. Proctor pointed out that the attic and the basement are the only areas in which the funding is for, so therefore are the only areas under the jurisdiction of the CPC.

## COMMUNITY PRESERVATION COMMITTEE

The Committee asked staff to revise the conditions to reflect the refined scope of work in the December 7<sup>th</sup> letter, and to draft a condition similar to the library condition that required interior documentation.

### **Project Update Report**

The Committee reviewed the open projects spreadsheet and asked staff to request project status reports on all of the open projects. The Committee discussed the timing of the project status reports and asked that they be submitted for review at their May meeting.

### **Other Business and Minutes**

The Committee asked that the highlighting be removed from the January 5<sup>th</sup> minutes, and that remove a line of text from the January 19<sup>th</sup> minutes. Ms. Nelson moved to approve the minutes as amended and discussed. Mr. Grasso seconded the motion and all others voted in favor by a roll call vote.

With no further discussion, Ms. Proctor moved to adjourn the meeting at 8:34 p.m.

Respectfully submitted,

Heather Gill  
Senior Planner

Minutes Approved on: April 20, 2021

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Secretary