

COMMUNITY PRESERVATION COMMITTEE

Public Meeting Minutes

May 18, 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, May 18, 2021 at 7:00 p.m. using the Zoom meeting platform. Meeting ID: 86945967776 Password: 914379

Committee members Tom Kearns, John Cratsley, Nancy Nelson, Judy Zaunbrecher, Peter Ward, Diane Proctor and Burton Flint were present.

Others Present: Matt Johnson, Holly Cratsley, Alec Wade, Melissa Saalfield

The Chair called the meeting to order at 7:00 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.

Discussion of Upcoming 2021 Annual Town Meeting

Mr. Kearns stated that the Finance Committee presentation went well and that a handout to be included in the town meeting materials is due next week. Ms. Proctor let the Committee know that this warrant article is on the consent calendar.

Review and Discussion of Draft Project Conditions

The Committee reviewed the project conditions that have been edited since the last meeting. The Committee had a grammatical change to condition C1. The Committee reviewed the questions/comments submitted by Alex Wade on the project at 58 Monument Square. Ms. Gill clarified and Mr. Wade had no further questions for the Committee. Mr. Cratsely recused himself. The Committee reviewed the revised conditions for Wright Tavern. Ms. Nelson suggested removing the "/or" in condition 1a. Ms. Nelson suggested removing "historic part of" and "that have not been previously documented", and adding a new sentence to condition 2. Holly Cratsley stated that it is a structural engineer and not a civil engineer; and that cataloging is more extensive than what they have planned. Ms. Nelson suggested adding the Concord Historical Commission as a recipient in conditions 3 and 4. Ms. Nelson suggested changes to condition 7 regarding the preservation restriction.

2022 Community Preservation Plan Updates

Ms. Zaunbrecher moved to adopt the plan update as drafted. Ms. Nelson seconded. Roll call vote in favor.

Order CPA Signs

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Ms. Gill explained that they do not have any more CPA signs to hand out to projects. Ms. Gill presented a memo suggesting that the Committee purchase 2 large signs and 6 of the smaller temporary lawn signs. The Committee authorized the purchase of \$2,200 in CPA signage.

Project Status Reports

The Committee reviewed the project status reports that have been submitted. The Committee asked that a follow up email is sent to public works regarding the Emerson Field and Sleepy Hollow projects.

Membership

The Committee discussed their current membership and which seats will need to be filled or re-appointed. Ms. Zaunbrecher announced that she is moving out of state and the NRC will appoint a new representative. The Committee discussed how the Recreation Commission will need to appoint a new representative. Mr. Flint stated that he would like to be re-appointed at the Planning Board representative. Ms. Schnipper's term has expired on the Housing Authority, so they will also need to appoint a new representative. Mr. Kearns and Mr. Cratsley both stated that they would like to be re-appointed as the Select Board reps. The Committee discussed the chair. Mr. Ward stated that he cannot take on the role of chair at this time. Ms. Proctor stated that she is willing to take on the role as chair, but stressed that it is important to have term/membership continuity in order to be successful. Ms. Zaunbrecher stated that she is currently treasurer, so the Committee needs to appoint someone. Mr. Flint moved to give Mr. Kearns the authority to operate as treasurer until after Town Meeting. Mr. Cratsley seconded and all other voted in favor by roll call vote.

Other Business and Minutes

Ms. Nelson moved to approve the draft minutes. Mr. Ward seconded. Roll call vote in favor.

With no further discussion, Mr. Kearns moved to adjourn the meeting at 8:23 p.m.

Respectfully submitted,

Heather Gill
Senior Planner

Minutes Approved on: 6/29/2021

Secretary