

COMMUNITY PRESERVATION COMMITTEE

Public Meeting Minutes

June 21, 2022

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, June 21, 2022 at 7:00 p.m. using the Zoom meeting platform. Meeting ID: 850 4131 5168 Password: 970880

Committee members: Diane Proctor, Chair; Paul Boehm; John Cratsley; Burton Flint; Nancy Nelson; Charles Phillips

Others Present: Keith Bergman, Court Booth, Linda Escobedo, Karlen Reed

The Chair called the meeting to order at 7:01 p.m. by a roll call vote.

1. Introduction to CPC and Overview of Application Process

Diane Proctor presented an overview of the CPC via Powerpoint. There were no questions from the general public. Mr. Bergman indicated that he was attending the meeting as an observer on behalf of the Concord Municipal Affordable Housing Trust. Ms. Escobedo mentioned that towns across the Commonwealth are being asked to send a letter to their Legislators to request an increase the state contribution to the CPA fund.

2. Commission Membership and Officer Elections

The consensus was that one of the Select Board appointees should serve in the role as Chair.

Chair. Ms. Nelson nominated Ms. Proctor to continue as Chair. Mr. Boehm seconded the motion that passed unanimously. Ms. Nelson agreed to serve one more year.

Vice Chair. Mr. Boehm nominated Mr. Flint as Vice Chair. Ms. Proctor seconded the motion that passed unanimously.

Treasurer. Ms. Proctor nominated Mr. Boehm as Treasurer. The motion was seconded by Mrs. Flint and passed unanimously.

3. 2022 Community Preservation Plan Updates

Review of the 2022 Community Preservation Plan was postponed until the next meeting.

4. Review of Project Accounts to be Closed

The committee approved closing out the First Parish Belfry Paining project. The Committee determined that either the CPC Chair or Treasurer could sign the closing documents.

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5. **Other Business and Minutes**

In reviewing the Minutes for May 17, 2022, Ms. Nelson noted that she was among the attendees and should be listed as such.

Discussion ensued regarding whether a signature from a Committee member to confirm approval of the minutes is needed. Ms. Proctor agreed to provide an approval signature on CPC minutes which are typically prepared by Town staff. Ms. Hughes offered to inquire about this procedural question with the Town.

New Business: Outreach. Mr. Boehm introduced new business, encouraging more outreach, both general and targeted. He suggested reaching citizens and groups through the community newspaper. Ms. Hughes mentioned that the Planning staff would soon be meeting with the Town's public information officer. Ms. Nelson stressed the importance of posting of minutes as a means of promoting community awareness and participation.

Mr. Boehm suggested that the CPC build a requirement for outreach into the application process, ensuring that applicants and grantees publicize their project and credit the CPC. Mr. Flint reiterated that neighborhood groups that have extensive email lists and social media connections. Mr. Booth encouraged looking for similar efficiencies, such as reaching out to the Concord Historical Collaborative.

Ms. Proctor asked that the agenda for the next meeting include the topic of outreach.

New Business: Housing. Mr. Bergman mentioned that the Concord Municipal Affordable Housing Trust would be meeting soon to prioritize housing funds. Concord may fall below the 10% requirement in the Spring of 2023, with a shortage of 8-20 units, which could trigger an "unfriendly" 40B development. The Trust will be considering investments that can be made to cover that shortfall.

Ms. Proctor moved to adjourn the meeting at 8:01 p.m. Mr. Flint seconded the motion and all others voted in favor.

Respectfully submitted,

Ann Clifford
Senior Planner

Minutes Approved on: August 23, 2022