

**Community Preservation Committee
Public Meeting Minutes
September 20, 2022, 7:00 P.M.**

Pursuant to notice duly filed with the Town Clerk's Office, Concord's Community Preservation Committee held a virtual public meeting on Tuesday, September 20, 2022 at 7:00 p.m. using the Zoom meeting platform.
Meeting ID: 814 0451 4139 Password: 095711

Committee members present: Diane Proctor, Chair; Paul Boehm; Andrew Boardman; John Cratsley; Sarah Grimwood; Eve Isenberg; Nancy Nelson; Charles Phillips;
Others Present: Linda Escobedo, Select Board Liason; Dee Ortner of the Finance Committee; Ann Clifford, Senior Planner

1. Call to Order

The Chair called the meeting to order at 7:01 p.m. by a roll call vote (8-0) and welcomed representatives of the Select Board and Finance Committee.

The Community Preservation Act was developed so that towns that have community needs beyond what they can manage financially through the regular budget can address those needs. Chair Proctor noted that she recently had spoken with Gary Clayton, who helped establish the Community Preservation Plan in Concord. Affordable housing is of particular importance to the Town. Currently 10.41% of Concord residents live in affordable housing. With the new census information to be released in the Spring of 2023, it is likely that Concord will fall below the 10% state-mandated threshold, and therefore will become susceptible to 40B development, like that in Sudbury near Verrill Farm. 40B developers can pass right by the Planning Board, with little Town oversight. Fortunately, the local CPC Plan contains a proviso that, should an opportunity or emergency arise, the CPC could consider applications outside the typical annual cycle.

Mr. Boehm observed the new funding requests for affordable housing fall below the 10% required by the Act. The Act requires that each of the three categories [Community Housing, Open Space and Historic Preservation] receive 10% of CPA Funds. Chair Proctor agreed, acknowledging that the CPC will need to allocate funds to a reserve account dedicated to affordable housing to meet the 10% requirement.

2. Review of New Applications – Assign Liaison Members, Discuss Schedule, Letters of Support

Chair Proctor described the established practice for reviewing new applications in teams of two, in order to have two pairs of eyes on each project. John Cratsley raised the issue of Conflict of Interest and asked that the Conflict of Interest forms be distributed to Committee members following past practice. The Chair invited the CPC members to choose the applications that they would like to review. Liaison members were assigned as follows:

By Project

Regional Housing Services Office: Ms. Proctor
Assabet River Bluff Housing: Charles Phillips and Nancy Nelson
Bruce Freeman Rail Trail: John Cratsley and Charles Phillips
Open Space and Recreation Plan: Eve Isenberg and Diane Proctor
Warner's Pond Restoration Project: Andrew Boardman and Paul Boehm
Hillcrest Conservation Trail Repair: Burton Flint and Sarah Grimwood
Cemetery Restoration: Paul Boehm and Sarah Grimwood
Civil War Soldier's Monument: Nancy Nelson and John Cratsley
Historic Preservation Plan: Burton Flint and Eve Isenberg
Town Archives: Diane Proctor and Andrew Boardman

CPC Administration: Diane Proctor

By Committee Member

Nancy Nelson: 1) Assabet River Bluff Housing and 2) Civil War Monument

Sarah Grimwood: 1) Hillcrest Conservation and 2) Cemetery Restoration

Paul Boehm: 1) Warner's Pond Restoration and 2) Cemetery Restoration

John Cratsley: 1) Bruce Freeman Rail Trail and 2) Civil War Monument

Eve Isenberg: 1) Open Space and Recreation Plan and 2) Historic Preservation Plan

Diane Proctor: 1) CPC Administration; 2) Regional Housing Services Office; 3) Town Archives; and 4) Open Space and Recreation Plan

Charles Phillips: 1) Assabet River Bluff Housing and 2) Bruce Freeman Rail Trail

Andrew Boardman: 1) Town Archives and 2) Warner's Pond Restoration

Burton Flint: 1) Hillcrest Conservation and 2) Historic Preservation Plan

3. Site Visit Schedule, September 24

The committee discussed the site visit schedule, noting that the site visits present an opportunity to ask questions of the applicants, but are not the place for in-depth conversations about projects. Those conversations must be at a public meeting. The committee expressed their interest in a site visit with Natural Resources Director Delia Kaye about the Warner's Pond Restoration Project even though she is unable to meet on Saturday, September 24th. They suggested an alternative site visit time of September 27th at 5:30 pm, just prior to the next scheduled CPC meeting.

Regarding letters of support, Mr. Boehm observed that the Hillcrest Conservation Land project would need quite a few things, including a signature from the Town that demonstrate its consent for this project on public land. He asked how the neighbors feel about the Warner's Pond dredging project, recalling how an entire neighborhood became involved in an Assabet River Bluff project. Ms. Nelson indicated that Ms. Kaye could address that question at the site visit. Chair Proctor agreed that it is helpful to include a neighborhood voice and praised Ms. Kaye's record for scrupulous outreach efforts. Questions raised included whether the Pond Street access point was slated for improvement and how the dredging equipment would reach the pond.

4. Other Business: Minutes and Public Comments

Ms. Nelson offered to research the eligibility of private individuals wishing to apply for CPA Funds.

Acceptance of the minutes was deferred to the next meeting in order to allow time to perform this research.

Dee Ortner, the observer from the Finance Committee, suggested that the CPC reread the instructions on the website regarding public participation via zoom.

5. Adjourn.

Ms. Nelson motioned to adjourn the meeting at 8:00 p.m. Mr. Cratsley seconded the motion which passed by a roll call vote (8-0).

Respectfully submitted,
Ann Clifford, Senior Planner

Minutes Approved on: November 15, 2022