



**TOWN OF ACTON  
COMMUNITY PRESERVATION COMMITTEE (CPC) MEETING MINUTES  
August 23, 2022 - 7:30 PM  
Virtual**

**Present:** Bill Alesbury - Chair (BA), Steve Trimble - Vice Chair (ST), Dean Charter - Select Board Liaison (DC), Victoria Beyer (VB), Nancy Kolb (NK), Alissa Nicol - Clerk (AN), Lori Cooney - Associate (LC)

**Absent:** James Colman, Walter Foster, Ray Yacouby

**Others Present:** Kaila Sauer - Assistant Town Planner

BA called the meeting to order at 7:30 PM and read the notice regarding virtual meetings.

**I. Regular Business**

1. **Resident Concerns** – none

**2. Review and approve minutes from previous meetings**

Minutes were not available to review as they were not posted to the meeting packet. Item deferred to next scheduled meeting.

**II. New/Special Business**

**3. Review of Annual CPC Plan**

BA notes that “abatements” are not likely applied to CPA surcharge. Would like interest earned and exemptions to be itemized. KS will check in with Kristen Guichard. Special Considerations for projects above \$300K added - applicants are encouraged to meet with committee, Finance Committee may be asked to review. KS report that draft plan will be sent out to All Boards and Committees

9/28/22, applications will be due 11/14/22. DC would like private applicants to adhere to procurement standards for public projects. Members agree, and DC will work with KS to draft language.

#### **4. Discussion on Role of Domain Leads and Project Liaisons**

RE: the life cycle of projects, BA suggests members check in with all entities in a given domain (ex ACHC and Habitat in addition to AHA for housing domain, boardwalks and arboretum in addition to Rec Dept for recreation domain), ID and make applicants aware of potential issues, concerns, questions to increase viability of projects, make committee aware of any changes; NK suggests the need for individual members to avoid representing committee as a whole (i.e. passing judgment, reviewing, giving feedback) and reminds that project updates already happen 2x a year, helpful to have awardee submit a summary of project success at completion

#### **5. Discussion on Redesigning the CPC Admin Funding Model**

Deferred to next meeting in interest of time

### **III. Administrative Matters and Updates**

#### **6. Next meeting dates**

- a. September 13th – cancelled
- b. September 27th – Public Hearing Annual CPA Plan
- c. October 11th - Project Status Review, Potential Large Project Preview Session, and Preliminary Review of CPC 5YP Results

BA relates that Walter Foster notified him officer elections took place prematurely, so committee must hold elections again at next meeting.

VB moves to adjourn the meeting, and NK seconds. The motion passed unanimously and the meeting was adjourned at 9:03 PM.

#### **Documents used at the meeting:**

“2023 CPC Plan Draft v.2”

Documents can be found here: <http://doc.acton-ma.gov/dsweb/View/Collection-15476>

**For more information about Community Preservation Committee contact [cpc@actonma.gov](mailto:cpc@actonma.gov) or 978-929-6631**