

**MINUTES**  
**COMMUNITY PRESERVATION COMMITTEE**  
**December 11, 2014**

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Members present: Mark Belanger, Kimberly French, Jane Lopes, Janet Miller, Peter Reynolds, David Thomas, Josephine Ruthwicz and Laura Stevens  
Members not present: Ted Eayrs  
Also attending: Jennifer Goldson and Colleen Lieb – Recording Secretary

The Chairman called the meeting to order at 7:00 pm. Chairman J. Lopes welcomed the newly sworn in Member to the Community Preservation Committee, Laura Stevens.

**Minutes**

The minutes of the November 13, 2014 meeting were reviewed. There were no changes.

**MOTION: To approve the November 13, 2014 minutes as amended.**

**BY: Dave Thomas                      SECOND BY: Janet Miller VOTE: All are in favor.**

The minutes of the joint meeting with the Board of Selectmen, November 24, 2014 were reviewed. There were no changes.

**MOTION: To approve the November 24, 2014 minutes as amended.**

**BY: Dave Thomas                      SECOND BY: Janet Miller VOTE: All are in favor.**

**Old Business:**

**Grant Agreements – Review**

Chairman Lopes explained that she is still working with Town Counsel so the item will be continued to the next meeting. There was a quick discussion on award letters and detailed grant agreements. J. Lopes will ask town Council if there is a legal reason to have both a grant agreement and an award letter.

**Action Items**

1. Chairman J. Lopes to work on Grant Agreements for next meeting. This is to be continued to next agenda pending further discussion with Town Counsel. 2. The joint appointment with the Board of Selectmen took place for new member Laura Stevens.

**Financial Update – State Reimbursement**

Member K. French spoke on the State Reimbursement.

**Status of Projects – Jennifer Goldson**

J. Goldson reviewed the Status of Active CPA Funded Projects. There is discussion on the Cemetery Signs. It was noted that the Vaughn Cemetery and Wood Street Cemetery signs have been installed. There is discussion on the Shoe Shop Place funding and the CPC involvement in the final documents. It was noted that the permit has been issued and the Town has contracted for the final renovations on the Green School.

**Oliver Estate**

The Committee discussed the latest update on the Oliver Estate projects. It was noted that the funding from the Mass Cultural grant would not be received in time for the purchase of the Oliver Estate. There was discussion on the due diligence that needs to be done on the property such as the Title V, 21E and perc testing. It was asked if the Committee would allow up to \$9,000 of the CPA funds to be used for this due diligence. There is further discussion.

**Motion: To allow up to \$9,000 of the allocated CPA funds for the Oliver Estate project to be utilized towards the due diligence of the Oliver Estates purchase.**

**BY: D. Thomas                      SECONDED BY: J. Miller                      VOTED: All are in favor.**

Robbins Museum

Chairman J. Lopes spoke about the Robbins's Museum Grant Agreement and how that documents will be ready to be issued before the Committee's next meeting.

**Motion: To authorize Member J. Miller to sign the Grant Agreement for the Robbin's Museum pending a final review from Town Council.**

**BY: D. Thomas                      SECONDED BY: P. Reynolds                      VOTED: All are in favor.**

New Business

South Middleboro Protective Association

Chairman J. Lopes spoke briefly about the South Middleboro School and the plans to apply for CPA funds. It was noted that the group will apply for the Fall Town Meeting as they are not yet ready to do Step One.

Report on Regional CPA Meeting

Member M. Belanger provides to the Committee a copy of the slideshow that was presented at the Regional CPA meeting on the Division of Conservation Services Grant Program. There was discussion on the Town's Open Space and Recreation Plan. Chairman J. Lopes noted that she will be working with the Conservation Agent to get the maps done.

Survey Results – Mark Belanger

Member M. Belanger overviews the percentages for the categories. Open Space and Recreation received the highest vote for CPA funds.

Invoices

J. Goldson Invoice – There was an invoice presented for work done by J. Goldson in the amount of \$1,889.69.

**Motion: To approve to the invoice presented from J. Goldson in the amount of \$1,889.69.**

**BY: D. Thomas                      SECONDED BY: J. Miller                      VOTE: All are in favor.**

Secretarial Services – There was a bill presented in the amount of \$96.84 for secretarial services.

**Motion: To approve to the invoice presented in the amount of \$96.84.**

**BY: D. Thomas                      SECONDED BY: P. Reynolds                      VOTE: All are in favor.**

Action Items for Next Meeting

1. Jane to work on grant agreements with Town Counsel
2. Jane to ask Town Counsel if the award letter and grant agreement can be in the same document.
3. Jane/J. Goldson to work together on the questions that have to be answered for the application that is closing on the building of Shoe Shop Place.
4. J. Ruthwicz to work on getting the Soule Homestead Grant Agreement put together and give to Janet to sign.

The next regular meeting was scheduled for Thursday, January 8, 2015 at 7:00 PM.

**MOTION: To adjourn the regular session meeting of the Community Preservation Committee.**

**BY: J. Miller**

**SECONDED BY: D. Thomas**

**VOTE: All are in favor.**

The meeting was adjourned at 8:15 PM

Respectfully Submitted:

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Colleen M. Lieb, Recording Secretary

### **List of Documents And Other Exhibits Used By The Body At The Meeting**

1. Minutes from the December 11, 2014 Meeting
2. J. Goldson's Status of Active, CPA Funded Projects dated 12/11/2014
3. Bills