

TOWN OF ACTON COMMUNITY PRESERVATION COMMITTEE (CPC)

MEETING MINUTES

May 23, 2023

7:30 PM

HYBRID MEETING HELD IN MEMORIAL LIBRARY CONFERENCE ROOM AND BY ZOOM

Present: Steve Trimble (Acting Chair), Dean Charter (Acting Clerk), Tory Beyer (remote), James Colman, Bill Alesbury (remote), Nancy Kolb (remote), Lori Cooney (associate), Michaela Moran

Absent: Walter Foster

Others Present: Kristen Guichard, Planning Director, Joe Will

Acting Chair Trimble opened the meeting at 7:30 PM. The chair asked for a member to volunteer as Clerk for the rest of the fiscal year, and Dean Charter volunteered. (this item taken out of order)

I Regular Business

1. **Citizens' Concerns** – None
2. **Review and Approval of Meeting Minutes** – The meeting minutes from the April 11, 2023 CPC meeting were reviewed, Moran moved to approve the minutes as posted, seconded by Colman. The Clerk called the roll, approved unanimously.

II. New /Special Business

- 1 **Appoint Clerk for the rest of the fiscal year** – see note above, Charter to serve until the first meeting in July
- 2 **Review and Approve Award Letters** – The eleven draft award letters were reviewed. All had similar format. Minor edits (pronouns) were offered and accepted. were offered and accepted. Colman moved to accept the letters as amended and authorize the Chair to sign them when they were ready. Second by Moran. Charter called the roll: Charter, "Aye", Beyer, "Aye", Alesbury, "Aye", Kolb "Aye", Colman "Aye", Trimble, "Aye", Moran, "Aye", Cooney, 'Aye", Approved unanimously

III. Administrative Updates and Scheduling – By consent, it was decided that meetings in June were not necessary; the next meeting will be July 11. Charter will be hosting a social gathering on June 27 at his residence for CPC members and staff. This is not a public meeting and fits under the exemptions of the Open Meeting Law. There will be no deliberations. Charter noted that as Select Board Liaison to the CPC he will be placing Lori Cooney's name on the consent agenda to be moved up to full at large member to replace

Alissa Nicol. (Cooney had been acting as a full at large member with the resignation of Nicol and the absence of Foster)

IV. **Adjourn** - Motion to adjourn at 8:58 PM by Colman, second by Cooney. Charter, "Aye", Beyer, "Aye", Cooney, "Aye", Alesbury, "Aye", Trimble, "Aye", Moran, "Aye" Kolb "Aye", Colman "Aye", Approved unanimously

Documents and exhibits used during this meeting

Community Preservation Committee Agenda for May 23, 2023

Draft Award Letters:

ACHC-Community Housing Program Fund

AHA-348-364 Main Street

Town of Acton-18 Windsor Avenue repairs

Town of Acton-Camp Acton road regrading

Town of Acton-Isaac Davis Monument

Town of Acton-Jenks Conservation Land culvert engineering

Town of Acton-NARA Bridge Boardwalk replacement

Town of Acton-Open Space Preservation Plan

Town of Acton-Regional Housing Services

Town of Acton-Memorial Library chimney repointing

Town of Acton-Woodlawn Chapel exterior accessibility design