

2<sup>nd</sup> Draft  
Oak Bluffs CPC Meeting  
04/17/07  
Oak Bluffs Library 2<sup>nd</sup> floor conference room

Members Present: Stephen Durkee, Chairman. Joan Hughes, Mike Marchand, James Westervelt, Cheryl Sashin, Charles Rock, Peter Martell.

The meeting began at 10:05 am

Minutes from March 6<sup>th</sup> and March 20<sup>th</sup> were approved 4 – 0 – 3 and 3 – 0 – 4.

-The Committee reviewed a proposal for membership to the Community Preservation Coalition. The dues are based on the amount the town receives in state matching funds. Stephen told Committee Members the dues would be \$1,500 annually. Peter asked if it was necessary and Stephen said the funds were being used in part to hire a lobbyist to represent CPC around the state and that there was value in having the membership.

A motion was made to become a member of the Coalition and to pay the requested dues.

**The Committee voted 7 – 0 to pay the annual membership fee to the State Community Preservation Coalition.**

-Stephen brought up the subject of the Coalition being contacted by G. Barmakian about the expansion of the Viera Park ball field and approvals for its rehabilitation. She inquired if the project falls under the statute for open space/ recreation. Stuart Saginor of the Coalition said that it definitely was. Stephen also told Committee Members that he met with M. Dutton and R. Rappaport to discuss all of the projects being recommended and was told by Town Counsel that the ball park rehabilitation and expansion was right in the language for CPA recreation proposals.

-Peter discussed the approval process from the Attorney General's office. If there is any question of the legality of anything motioned or passed at town meeting, The Ag's office will notify Michael's office.

-The next discussion was about the procurement process. Stephen said he was also in touch with the Coalition and they would send info on how other towns handle the disbursement of funds. Some towns process money allocation through the Administrator, if a CPC has one, other towns let the various town departments the projects are affiliated with handle expenses. Mike stated that the ball field project will be run through R. Combra and the Parks Department. The subject of the project being referred as a DRI was discussed. Peter didn't see the project as having any structures built and therefore wouldn't need a referral.

-Adam stated that the ball field expansion will probably have a concurrence hearing by the MV Commission because it was promoted at town meeting as a development benefiting kids from around the island. The Committee discussed the controversy created by neighbors over the issue of the ball field renovation and expansion and how many public meetings occurred to address the issue. The Committee discussed the petition looking for signatures to perhaps readdress the project at the next town meeting. Mike said plans are under way for the Parks Department to have more meetings on the project as phases of construction moves forward.

-The next discussion talked about the Committee establishing a policy for the disbursement of funds. Stephen said he's in touch with the coalition on how to possibly utilize 30b procedures and how funds will be dispersed. Committee Members noted that the funds for the Edgartown Lighthouse passed at their town meeting.

Peter said that some of the service contracts may have to go out to bid if they reach a certain dollar threshold. Mike said a procedural contract should be drafted so that things like left over money are addressed. The Committee talked about drafting of a legal document with Counsel for the appropriation of funds. James pointed out that leftover money for projects automatically goes back to CPC and into the category it was intended for.

-James was asked to review the withdrawal of the trust warrant. He said that the Community Development Committee (CDC) was asked by the Board of Selectmen over a year ago to study and

report back recommendations concerning numerous properties owned by the town, the old library being one of them. When two warrants appeared on the ballot for Town Meeting, the CDC asked for a meeting with Affordable Housing Chairman Ron DiOrio. During that meeting of the CDC, Ron was asked to withdraw the warrants for the trust because there were unanswered questions. In a subsequent meeting with the Finance Committee they too had questions and urged having a public hearing. It was then decided by the Affordable Housing Committee to withdraw the warrants. The committee hopes to hold public hearings in the near future and come back to the town for approval at a special town meeting.

-The money for affordable housing was discussed as being held still in the account. Joan said that because the trust was not established, other types of state or federal funds were not being made available.

-Adam brought up a deadline for the next round of applications. A date was set for submitting applications and a time frame for review. September 14<sup>th</sup>, 2007 was the proposed target date for the next round of applications.

Motion was made and seconded to set the deadline September 14<sup>th</sup>, 2007.

**The Board voted 6 -1 to set the date for September 14<sup>th</sup>.**

-Stephen made the suggestion that applicants can get their proposals in early and meet with the CPC prior to the deadline.

The Motion and second for the 14<sup>th</sup> was withdrawn. The first Friday in October was slated (5<sup>th</sup>). **The board voted 7 - 0 to set the application deadline for first Friday in October.**

-A Press release for the paper by the end of May was discussed and then advertising once a month until September at the beginning of each month to inform the public about applying to the town's CPA.

Adam said he would meet with Travis Larsen, IT Director to update the CPC Website. He also would work on a press release and advertising for next round of applications.

-There was a brief discussion on the change of Chairmanship. It would be discussed more at the next scheduled meeting May 1<sup>st</sup>.

-The Committee adjourned at 11:15 am.