

CPC Meeting 9/6/2006  
Oak Bluffs Library  
2<sup>nd</sup> Floor Conference Room

Members Present: Stephen Durkee, Chairman; Joan Hughes, Charles Rock, Alison Shaw, Peter Martell, Harvey Beth, Cheryll Sashin.

Also Present: Adam Wilson, Zoning Administrator

The Meeting began at 10:10 am.

-Stephen started with an update of the status of the Committee's Administrative Assistant's position and talks with Michael Dutton on the subject. The report back from the Town Administrator is that there is progress being made towards incorporating the position with the Zoning Administrator's job responsibilities but it is going slowly.

-A motion was made and seconded to approve minutes from the August 9<sup>th</sup> meeting.

**The Board voted unanimously to approve minutes from 8/9.**

-Stephen brought everyone not at the 8/23 meeting (no quorum), up to speed about the attendance from the Community Development Council and Friends of Oak Bluffs about possible historic preservation projects for the town.

-Alison told the group about potential waterfront projects. All projects related to the Town's Ocean Park area would seem to need input from various community groups as far as long range planning.

-Committee members talked about the fact that there won't be a dearth of applications. Members felt it was generally known that projects are being developed for proposal to the CPC.

-Stephen said he would call Renee Balter about status of the community groups she's involved in getting together for Ocean Park Projects.

-Harvey said he was going to meet with the Finance Committee to present how the different areas of the CPA work for the Town of Oak Bluffs.

Committee members talked about who will be doing the long range planning for the town. The discussion centered on how proposals are presented and who is the one making the proposal (Municipal v. private/non profit groups.)

-The group moved on to the application form. Various changes to the form were discussed in order to make the submission of a proposed project easier to review. Committee Members eliminated several checklist items that were included in the form and made them instead items needing attachment to the application.

-The rearranging of the form's content led to a lengthy discussion of whether or not the application process should be two stages. By consensus the Committee decided that the review of a proposed project **will** be in two stages, the first of which is the initial application and the attachment(s) that would go with it, and then a follow up "report" (*Clerk's emphasis*) that would bring more detail of a proposal for Committee review.

-The final deadline for proposals was moved from November 1<sup>st</sup> to October 31<sup>st</sup> at 4pm to accommodate a CPC scheduled meeting date. Any prior submitted applications would have a deadline for questions a week earlier on October 25<sup>th</sup>.

-Stephen took notes on all changes Committee members agreed would be changed on the form. He told the committee he would incorporate all approved changes and have a final version ready for the 9/20 meeting.

-Cheryll asked if she could take part in composing the town warrant articles for CPC approved applications.

- Peter talked about changes in CPA law. He talked about how CPC's now can acquire or create (buy) land opportunities for eventual development along the 3 avenues of community preservation. He proposed ideas about the CPC getting involved in doing its own building construction.
- Cheryll brought up that any town with a CPA can appropriate money for preservation of artifacts and documents related to towns and their history.
- The Committee discussed the current press release and when it should go to press.

The meeting ended at 11:35am.