

DRAFT

COMMUNITY PRESERVATION COMMITTEE
MINUTES OF 2/15/06 MEETING

Members present: Stephen Durkee, Harvey Beth, Cheryl Sashin, Alison Shaw, Peter Martell, Allen deBettencourt, David Wessling*, Joan Hughes*
Other participants and attendees: Casey Sharpe, Karen Gomez, Kerry Scott, Adam Wilson, Duncan Ross

Members absent: Charles Rock

*Arrived Late/Left Early.
(Noted solely to mark vote counts.)

The meeting was held in the Library Meeting Room. Stephen Durkee, Acting Chairman began the meeting at 9:35 am.

-Copies were passed out of the Community Development Council (CDC) executive summary report.
A discussion started with the Committee's spending on an Administrative Assistant. Karen Gomez, the town accountant, had come to the meeting to answer questions on available funding for the CPA. Harvey talked about specific language for the money the CPC has and can spend and if there was a need to go through town meeting and warrant articles in order to obtain it.
-Karen said that funds were available now.

-Casey says there is a balance in the Committee's account now. The amount is over \$100K. Any warrant articles deemed necessary for the CPC and its organization and spending would be reviewed by the Selectmen and members of the Committee prior to any town vote.

-Peter discussed that all unused monies do not go back to general fund but stay with CPC and wanted the minutes from last meeting changed to reflect that.

www.communitypreservation.org is the collaborative that Harvey Beth recommended to be looked at should any committee members need further reference materials.

-Peter asked if there should be a treasurer "in house" to keep track of money and paying of all bills.

-Casey says town accountant keeps track and can report funds available and have Adam report with each meeting.

-Casey said that Paul Manzi's office is available several days a week for office space.

-Peter made motion to accept minutes as presented after revisions.

-Kerry brought up the fact that electronic mail should be handled with caution because it can be construed as an open meeting. Open meeting laws state that when correspondence or information being passed back and forth can result in creating a consensus, the electronic mail should be considered for record keeping. She asked that the minutes from the previous meeting be changed to reflect how she stated this information to the Committee.

-Casey says future minutes should be clarified as drafts.

-The Minutes of 2/1 were approved with amendments and changes.

-Casey said the town knows what current monies are in the fund but doesn't know what the total amount would be. She stated that she would draft a warrant article asking town voters to allow the CPA to spend up to 5% for administration. The warrant will be generic in its scope.

David asked when the committee could spend the money. In 2005 or 06. The plan is to be able to spend in FY 07 which begins July 1, 2006 and runs to June 30th, 2007.

-Casey says that 104K is in the account as of today. There was a discussion as to what was in the account, how it was accrued and when spending could begin.

At 9:30 the CDC group arrived. Committee members introduced themselves. In attendance were Terry Appenzellar, Priscilla Sylvia, Richard Westcott, James Westervelt and Nancy Phillips.

-Stephen began by saying that the CPC has just begun and stated that they wanted to use the findings from the CDC to do what the townspeople wants. Terry stated that the CDC should go on line with DOR for reporting requirments. Committee members reiterated that the CPC is needed to reach out into the community and discuss what are the needs. It was said that Needham seems to be a good model for community support.

-Peter asked if the CDC has priorities. The response is that the waterfront and the paid beach would be the first to show the community the benefits of the CPA.

-Peter said there are ideas to make the beaches better and that there are a lot of complaints about how bad they look.

Stephen thought state funds might be available for beach clean up.

-Peter said there are a lot of grants out there but little funding.

It was noted that the CPA is in place to provide funding.

-Casey stated that there is a lot of grant money for housing developments and historic preservation. 90 million for housing rehab alone

-Harvey stated that community development has been around for a long time.

Accountability to the taxpayers and their input should play a key roll. He stated that there are other role models that have shown how to involve the CPC and that both groups do not overlap and that each group is focusing on similar issues. Harvey stated that the hope is the CPC today would develop a Mission or Vision statement.

-Cheryl pointed out the Selectmen have a summer meeting with nonvoting tax payers. Perhaps the CPC should be involved with that.

-Alison noted that the CDC advises the selectmen on community issues but has no money. The CPC also develops community issues but has the money.

A discussion began on what the CDC is currently acting on. The members reported that their current issue is the accountability of home based businesses.

-Terry sees the need for both committees to keep each other informed but that the CDC is a separate entity and does not have the same accountability issues as the CPC.

-Dave quoted the by-law for CPC. Priscilla pointed out that CDC handles topics (Parks, Old T hall etc.), and gives results of their research to Selectmen.

-Harvey says two groups have different mandates. But groups are not mutually exclusive. CDC agreed.

-Alison said that community education is vital for CPC success. The process should be transparent and the results should be open for community appreciation.

-Stephen said that our community is not bedroom or shopping community. We are unique in developing an understanding about what Oak Bluffs is. Harvey stated that the CPC should go slow but be very effective. Terry said a plan for 3 years will show what CPC will do and have deadlines to get them done. CDC hopes that CPA money is spent on worthwhile projects. The plans are important. Discussion would be further about public sessions and public input. "Nothing should be in a vacuum." "A gateway to Oak Bluffs." Terry said a public hearing would be great for townspeople to know what CPC is and what it can do.

-Alison said a mailing about what CPC can do has more impact than a meeting.

Mailing with mission statement and goals was suggested by Stephen. There was also an idea for a suggestion box for those who have no e mail.

Peter stated the different ways to get voters lists. Public hearings don't seem to get the word out.

Town meeting is April 11th. A table could be in place to pass out CPC literature.

Terry said that the MV Commission is also doing some long range planning with several steering committees, one of which is exploring the idea of a bike path along NY Ave.

Harvey suggested putting out a questionnaire about taxpayers priorities and projects.

-Kerry stated that she is on MV Commission group and said four projects in OB are heavily criticized. Surveys are good tools so that people can be asked and can respond.

Stephen stated that a survey at Town Meeting should be available. The survey would alert townspeople as to what the CPC is.

-Harvey told the group that some type of open forum meeting with town residents could help the committee members understand what the CPC should be looking at. The meeting should have a noted facilitator.

-Casey thought Mark London would be good.

-Harvey said it should be an OB resident. Someone else suggested that it might be facilitated by Casey.

-Stephen says enabling legislation allows percentages to go for the various projects. The group discussed the 10% rule for 3 areas.

The Committee then discussed what are the priorities.

-Harvey would be **able to discuss** affordable housing but that may not be what townspeople want to discuss. CDC members James and Nancy pointed out that there are state matching funds that could follow projects. Stephen said that the community needs to know what the CPC has to spend.

PRIORITIES:

-Peter. Mission Statement. There were several readings of different mission statements read between Casey and Harvey.

Cheryl made a motion to create a subcommittee to create a vision statement. Joan seconded.

THE BOARD VOTED 8 - 0 TO HAVE CHERYL, HARVEY AND STEVE FORM A SUBCOMMITTEE TO WORK ON CREATING THE COMMITTEE'S STATEMENT.

-Stephen asked that the next meeting be **March 8th at 9:30am in the Library's Historical Room.**

-Harvey asked if the next meeting could also include the MV Commission Steering Members.

-David asked if there is a possibility to have the CPC statement voted upon at Town Meeting.

-Joan stated that it's more important to have a handout explaining the CPC for town residents.

-Harvey said the vision statement can go to Selectmen for input and possible changes. Use the public meeting to have a review process. A Meeting is a good venue for most townspeople to know what is going on. Town Meeting is not.

-the group talked about access to mailing lists and how to utilize them. The mailing would occur after Town Meeting when the CPC has funds.

-Harvey brought action plans for other towns to look.

The group motioned to adjourn at 11:00am.