

Community Preservation Committee

Minutes of the March 6, 2019 meeting

Place: Becket Town Hall

Attendance: Neil Toomey, Cindy Delpapa, Rita Furlong, and James Levy who has not yet been sworn in.

Absent: Jan Elovirta, has resigned as a member at large. Gail Kusek

Neil Toomey, Chairman, called the meeting to order at 6:31 in the Committee Room.

1. Minutes of the previous meeting were approved. Rita -1, Neil-2 Passed.
2. No project proposals have been submitted this year.
3. Rita and Neil will meet with the new town administrator to go over how to write and submit an article for the town meeting warrant. It will include an expenditure for the payment of the CPC Coalition dues as well as the 10% town portions to each area the CPA demands and is laid out by law. We will also discuss with him the responsibility for filing the CP1 and CP2 forms to the state.
4. We discussed the CPC Coalition dues (normally \$300.00) and voted to pay the fee including any increased amount that might be requested. Neil-1, Rita-2. Passed.
5. Next year, we will be sure and have a Memorandum of Agreement signed by any accepted project proposals. Cindy will oversee this procedure. It will contain the responsibilities of both the requestee and this committee's expectations.
6. James Levy was voted to be the vice chairman of this committee due to the resignation of Jan Elovirta. Rita-1, Neil-2. Passed.

7. New Business:

- A. Rita met with the town accountant and the state auditor to resolve the incorrect balance on our spreadsheets. The balance for any unspent monies from a project must be returned to the CPC account after a request to do so by this committee according to the state auditor. The request for all previous project balances have supposedly been returned to this account after filling out the request to do so. We discussed having a monthly spreadsheet report given to us by the town accountant so that we might know how much can be used to satisfy future proposal requests.
- B. We will have an informational hearing at the beginning of next years cycle for proposals. A copy of such a hearing was adapted from another town's newspaper hearing notice. A copy is included with these minutes. The purpose of this hearing is to advertise the CPA process to our town's prospective project proposal request groups.

Next meeting date will be the Informational Hearing on December 4, 2019 at 6:30. Proposals for 2020 will be due January 31, 2020.

Meeting adjourned at 7:55.

Respectfully submitted,

Rita Furlong, clerk