

**COMMUNITY PRESERVATION COMMITTEE
TOWN OF NEEDHAM, MASSACHUSETTS**

**Minutes of Meeting
November 17, 2021
Zoom Meeting**

PRESENT: Peter Pingitore – Chairman, Artie Crocker – Vice Chairman, Joe Barnes, Chris Gerstel, Laura Dorfman, Jeanne McKnight, Rick Zimbone, Robert Dermody, Reg Foster

STAFF: Cecilia Simchak, Kristen Wright

Mr. Pingitore completed a roll call for all members of the Committee and members of staff and the results of the roll call are noted above. Mr. Pingitore called the meeting to order at 7:02 PM via a Zoom Meeting. Mr. Pingitore reviewed the rules of the meeting that was being conducted remotely and online inline with Governor Baker's order regarding Public Meetings. Mr. Pingitore covered meeting ground rules for the meeting.

Chairman's Updates

Mr. Pingitore stated that he presented to the Select Board at their November 9th meeting and discussed amending the Town's CPA plan. Mr. Pingitore stated that he asked the Select Board to provide feedback on the current CPA plan and additional goals and priority projects that would be eligible for CPA funding. Mr. Zimbone stated that the Select Board's current priority is funding for Emery Grover and their second priority is to continue to support projects that involve Community Housing.

Mr. Pingitore stated that the Committee had prioritized having a member of NUARI attend a meeting. Mr. Zimbone stated that he is working with Mr. Nelson to find an available date.

Mr. Pingitore stated that he plans to present to the Park and Recreation Commission next and will then likely move to the Needham Housing Authority.

Emery Grover Update

Mr. Pingitore stated that the design funding for the Emery Grover was approved by October Town Meeting. Mr. Pingitore stated that the School Committee will be applying for construction funding during the next funding cycle. Mr. Pingitore stated he thinks it would be prudent to keep the liaisons from last year on this project.

The Committee discussed additional applications may be received such as funding requests for Claxton Field and several Housing Authority applications.

Mr. Zimbone stated that he spoke with David Davison, Assistant Town Manager/Finance Director regarding the funding that will be distributed to us this year and that there will likely be a warrant article at the spring Town Meeting to level the funding for all buckets.

Approve Meeting Minutes

June 30, 2021

Mr. Pingitore made a motion to approve the June 30, 2021 minutes and Mr. Dermody seconded. Ms. McKnight asked a clarifying question about the study Mr. Pingitore referenced. The roll call vote was as follows: **Barnes:** aye, **Crocker:** aye, **Dermody:** aye, **Dorfman:** aye, **Foster:** abstain, **Gerstel:** aye, **McKnight:** abstain, **Zimbone:** aye, **Pingitore:** aye. Motion passes 7-0-2.

Revisions to the Needham CPC Plan Update

Ms. Dorfman discussed updates and proposed changes that she had to the current CPA application. Mr. Dorfman stated she researched different applications that other Town's have been using. Ms. Dorfman stated that she came up with 3 forms; the application, the process; preliminary questions for each applicant to respond to when applying. The Committee reviewed and discussed the draft documents that Ms. Dorfman presented.

Dr. Barnes and Mr. Zimbone thanked Ms. Dorfman for taking the lead on this project.

Mr. Foster shared his experience as an applicant that limiting a project description to 100 words or less difficult for more involved project. Ms. McKnight discussed different forms she researched on the CPA website and that the addition of what purpose the form serves would be a good addition. Mr. Foster stated that perhaps a question should be added for the applicants to identify how their application is eligible for CPA funding.

Mr. Pingitore asked Committee members to look at the questions that Ms. Dorfman has created and provide any additional standard questions for all applicants to Ms. Simchak by December 1st and she will distribute to the Committee prior to the December 8th meeting.

Any other issues not reasonably anticipated by the Chair within 48 hours

None presented.

Adjournment

Mr. Dermody made a motion to adjourn the meeting at 8:27PM. Mr. Gerstel seconded the motion. The roll call vote was as follows: **Barnes:** aye, **Crocker:** aye, **Dermody:** aye, **Dorfman:** aye, **Foster:** aye, **Gerstel:** aye, **McKnight:** aye, **Zimbone:** aye, **Pingitore:** aye. Motion passes 9-0.

Respectfully submitted,

Kristen Wright
Recording Secretary