

CPC Minutes
January 19, 2016

Present: Jim Natle, Les Squires, Betsy Loughran, Megan Manitsas, Wilbur Quirk, Nancy Bachmann, Judy Healy

Absent: Peg Louraine, Linda Leduc

Call to Order: 7:11 p.m.

1. The minutes of January 5, 2016 were approved as presented. (Bachmann/Squires/1/0/1).

2. The Committee reviewed the Budget Report through Dec. 31, 2015

- The Kestral Restriction appropriation was not noted and needs to be corrected.
- The appropriation for the gravestones is also not recorded.
- We need to get the Library money back into the budget unless it is for another project.
- HAP Housing: HAP will keep what is left in their grant for another year.
- A question is why Jessica's Boundless and the Skate Park are over budget. Jim will straighten these issues out.
- We don't understand the percentages on the debt service.

3. **Projects:**

- Jim will have our budget for the next year at our next meeting.
- **1) Cemetery Management Software:** Questions: What's the process for identifying the best software and can the CPC see evaluations by past users? We would like to talk to other cities and towns who have used software like this. Why is DPH not looking at a capital budget for items like these? Why are we not charging enough to keep up with needs such as these?
- **2) Town Hall Concrete Restoration.** Les did some research about what is in the Historic District. The Old Town Hall is in the District but the sidewalks are considered a town responsibility. We do not believe that this project qualifies for CPA funding.
- **3) Parsons Field Stonewall Rehabilitation:** The last community plan listed Parson's Field as an historic site, but we need more information about what is included. Steve is also aware that the town hall windows need to be finished before we add another bonded project. He is available for Feb. 16th and we would like him to come in. We would also like an update on the clock. This particular project might be better as a recreation project. The sidewalk and

parking lot don't fit within our guidelines, and he needs to know that.

- **4). State School Interpretive Trail.** The committee finds the project interesting but we have a number of questions. They are counting on a grant that won't be announced until next September. We will invite Maxine Oland to our next meeting. We would like them to think about a planning grant. She also should get in touch with the Pioneer Valley Planning Commission.
- **5) Rehabilitation of the Basketball Court:** We would like to take out the sentence about using the court as a teaching center. They should revise p. 3 of the application.
- **6) Holland Glen Forest II:** Cowls is not willing to have a designated trail on the property because they don't want to lose property rights. However, people can hike on the old M&M Trail. They don't need approval until the May Special Town Meeting. The Conservation restrictions are already included in the bid.
- **7) Gravestone Restoration Project.** Vince is willing to do a tour when it's warmer.
- **8) Library Window:** Postponed until next meeting.
- **9) Housing Window Project:** Postponed until next meeting. We will want to think about bonding. There is no more HUD money available. The question is whether there is some funding available in the Community Block Grant. We'd like Pam Rogers to come in for our next meeting Feb. 2nd.
- **10) Grantham Group:** The town is providing infrastructure for the project.

4. **Freedom of Information request:** Jim will send the request to the Town Administrator and Clerk to respond. We feel that the church owned projects that we have funded are acceptable given the regulations about the separation of church and state.

5. **The next meeting is Feb. 2nd.**

6. The meeting was adjourned at 8: 12 pm (Manitsas/Healy/ 7/0)

