

Town of Needham, Massachusetts
Community Preservation Committee
Meeting Minutes
June 23, 2023

Place: Hybrid Meeting, Charles River Room, PSAB, 500 Dedham Avenue, Needham
The Board will attend in person. The public may attend in person or via Zoom.

Present: Chair, Peter Pingitore; Jeanne McKnight

Remote: Joe Barnes, Laura Dorfman, Reg Foster, Dave Herer, Rick Zimbone

Absent: Vice-Chair, Robert Dermody; Dina Hannigan

Staff: Cecilia Simchak

Call to Order

At 10:00 a.m., Chair Pingitore called the meeting to order, read the Open Meeting Law statement and disclosed the meeting is being video recorded.

Chair's Updates

A new Parks & Recreation member will be appointed to the CPC and in attendance on 7/19/23.

Chair Pingitore will confirm with Town Counsel through Town Staff his authority to vote on the CPC if he stays beyond his term as new members are onboarded.

Members discussed CPC Committee Leadership. The terms of 3 CPC members expire on 6/30. The Town Moderator will appoint two members to the CPC (Pingitore and Zimbone seats). The Select Board will appoint one member to the CPC (Dermody's seat). The Select Board will cooperate with the Moderator to interview all candidates who apply on their portal. Parks & Recreation will appoint a new CPC member.

Vote on Appointment to T-CHOC (Town-Financed Community Housing Oversight Committee)

The Select Board authorized the charge of the T-CHOC committee which will be announced at the 6/27/23 Select Board meeting.

A current or former CPC member can be appointed to T-CHOC.

The T-CHOC appointee would provide periodic, written reports to CPC staff or the Chair concerning T-CHOC meetings and status..

Members discussed:

- Regularity of T-CHOC meetings is undetermined (monthly, bi-monthly, periodic, episodic).
- CPC prefers timely T-CHOC reports in collaboration with funding cycles and requests.
- K. Fitzpatrick's 6/13/23 memo details responsibilities of the appointee. Members discussed:
 - Is CPC obligated to consult with T-CHOC as CPC is obligated by the State to consult with the Select Board and Finance Committee? T-CHOC is empowered by the Select Board.
 - Does their charge include follow-up on grants made to public housing and not other projects?

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- T-CHOC is to "monitor Town investments (through grants, loans, or otherwise)."
- "Give advice to the CPC, Select Board, FinCom, and Town Meeting as to appropriateness of expenditure of Town funds and advisability of future investment in the project."
- T-CHOC will oversee construction, design, timetable, and protect the Town's investment.
- Members agreed CPC will need advice during funding cycles.
- T-CHOC will coordinate and cooperate between committees and the consultant.

MOTION: **R. Zimbone moved to nominate Peter Pingitore as a current and former CPC member to the T-CHOC Committee for three years.**

SECONDED: **J. McKnight**

VOTE: J. Barnes, aye; L. Dorfman, aye; R. Foster, aye; D. Herer, aye;
J. McKnight, aye; P. Pingitore, aye; R. Zimbone, aye. Unanimously approved.

MOTION CARRIES: 7-0

At 10:22 am, Rick Zimbone left the meeting.

Next Meeting: July 19, 2023

Matters not reasonably anticipated by the Chair 48 hours in advance - There were none.

A new member CPC/CPA orientation session will be discussed at the next meeting. Please email C. Simchak regarding CPC onboarding ideas for the Town.

MOTION: **D. Herer moved to adjourn the meeting at 10:29 am.**

SECONDED: **R. Pingitore**

VOTE: J. Barnes, aye; L. Dorfman, aye; R. Foster, aye; D. Herer, aye;
J. McKnight, aye; P. Pingitore, aye. Unanimously approved.

MOTION CARRIES: 6-0

Informational

The meeting materials packet is available at: <https://www.needhamma.gov/Archive.aspx/>

Respectfully submitted,

Dale Michaud
Recording Secretary