

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

**Minutes of Meeting
September 21, 2022**

LOCATION: Hybrid Meeting, Charles River Room, PSAB, 500 Dedham Avenue, Needham
Committee members and members of the public may attend in-person or remotely

PRESENT: Peter Pingitore (Chair), Reg Foster, Jeanne McKnight

REMOTE: Laura Dorfman, Robert Dermody, Joe Barnes, Rick Zimbone (Vice Chair)

ABSENT: Dina Hanigan

STAFF: Kristen Wright, Cecilia Simchak

P. Pingitore called the meeting to order at 7:00 p.m. and completed a roll call for Committee members and staff, the results of which are noted above. P. Pingitore reviewed meeting rules and disclosed that the meeting, which was conducted in-person and via Zoom, was also being recorded.

CHAIR'S UPDATES

Dave Herer was appointed to the CPC by the Conservation Commission. He will be sworn in and is expected to attend the next meeting.

AMENDMENTS TO CPA PLAN

The Committee carefully reviewed a redlined version of the CPA Plan that included proposed revisions and comments from committee members. The proposed revisions and suggestions were discussed in depth. The agreed-upon amendments will be incorporated into a clean draft with proposed language for some of the sections that require more work. The Committee awaits input from the Housing Authority, Conservation Commission, Park and Recreation Commission, Needham Affordable Housing Trust, and Planning Board on the category specific goals and factors for consideration. In that regard, P. Pingitore will meet with D. Hanigan and D. Herer to discuss input from their respective commissions.

ROLE OF CPC IN REVIEWING APPLICATIONS AND ASSESSING PRIORITIES

This agenda item was discussed generally as part of the CPA Plan amendments. This section of the Plan is not yet final and will continue to be refined and discussed.

AMENDMENTS TO CPA APPLICATION

R. Foster, J. Barnes and L. Dorfman worked as a subgroup to update the Initial Eligibility Project Application and due diligence questions. The due diligence questions were divided into four sets of category specific questions. The proposed revisions were reviewed and discussed.

The Committee discussed the application process in general, particularly with regard to the timing of making eligibility determinations, obtaining Town Counsel's input with respect to eligibility, the deadline by which applicants' due diligence responses should be due, and applicant presentations. P. Pingitore will prepare a proposed schedule for the Committee's consideration.

J. McKnight suggested the application be revised to request more specific information regarding site control, and, with respect to applications from the Town, which department or commission is responsible for oversight.

R. Foster moved to approve the Initial Eligibility Application as proposed by the subgroup, with the revision suggested by J. McKnight, for use in the FY2024 funding cycle. J. McKnight seconded the motion. The roll call vote was as follows: **R. Foster** (aye), **J. Barnes** (aye), **R. Zimbone** (aye); **J. McKnight** (aye), **R. Dermody** (aye), **L. Dorfman** (aye), **P. Pingitore** (aye). Motion passes 7-0.

The revised application will be made available on the CPC website for the upcoming FY2024 funding cycle.

MEETING MINUTES

P. Pignitore moved to approve minutes of 12.22.21. J. Barnes seconded the motion. The roll call vote was as follows: **R. Foster** (aye), **J. Barnes** (aye), **R. Zimbone** (aye); **J. McKnight** (aye), **R. Dermody** (aye), **L. Dorfman** (aye), **P. Pingitore** (aye). Motion passes 7-0.

P. Pignitore moved to approve minutes of 1.12.22, amended 9.20.22. R. Dermody seconded the motion. The roll call vote was as follows: **R. Foster** (aye), **J. Barnes** (aye), **R. Zimbone** (aye); **J. McKnight** (aye), **R. Dermody** (aye), **L. Dorfman** (aye), **P. Pingitore** (aye). Motion passes 7-0.

P. Pignitore moved to approve minutes of 1.26.22. R. Dermody seconded the motion. The roll call vote was as follows: **R. Foster** (aye), **J. Barnes** (aye), **R. Zimbone** (aye); **J. McKnight** (aye), **R. Dermody** (aye), **L. Dorfman** (aye), **P. Pingitore** (aye). Motion passes 7-0.

P. Pignitore moved to approve minutes of 2.9.22. R. Dermody seconded the motion. The roll call vote was as follows: **R. Foster** (aye), **J. Barnes** (aye), **R. Zimbone** (aye); **J. McKnight** (aye), **R. Dermody** (aye), **L. Dorfman** (aye), **P. Pingitore** (aye). Motion passes 7-0.

FUTURE MEETINGS

Future meetings will be held on October 19, 2022 and November 16, 2022.

ISSUES NOT REASONABLY ANTICIPATED BY THE CHAIR WITHIN 48 HOURS

None.

ADJOURNMENT

R. Dermody made a motion to adjourn the meeting at 9:24 p.m. L. Dorfman seconded the motion. The roll call vote was as follows: **R. Foster** (aye), **J. Barnes** (aye), **R. Zimbone** (aye); **J. McKnight** (aye), **R. Dermody** (aye), **L. Dorfman** (aye), **P. Pingitore** (aye). Motion passes 7-0.

Respectfully submitted,

Lauren Spinney
Administrative Coordinator