**CPC Meeting Minutes**

August 14, 2017

Scituate Library Community Center

**ATTENDEES**: Ann Burbine, Karen Connolly (Chair), Stephen Coulter, Dan Fennelly, Tom McShane, Gary Meyerson, Penny Scott Pipes, Doug Smith *(Absent: Adam Conrad)*

Meeting was called to order at 7:04 pm

**Approval of Agenda**: A motion was made to accept the agenda; All in Favor (9/0)

**Approval of Minutes**: A motion was made by Ms. Connolly to accept the April 10, 2017 minutes as written; seconded by Ms Scott Pipes; All in favor (9/0)

**DISCUSSIONS:**

**Discuss/vote Chair and Vice Chair**

Ms. Connolly asked if anyone would like to volunteer to be Chair. Ms. Burbine made a MOTION to nominate Ms. Connolly as chair, adding that she has done a phenomenal job as chair; Seconded by Mr. Coulter; All in Favor (8/0)

Ms. Penny Scott Pipes made a MOTION to nominate Mr. Meyerson as Vice Chair; Seconded by Mr. Fennelly; All in Favor (8/0)

**Discuss/vote signing authorization letter -** Ms. Connolly explained that, in the past, a quorum had to sign every bill; this letter allows the Chair and Vice Chair to sign on behalf of the board and allows for more timely payment of invoices.

*(The letter was signed by the board members present.)*

**Discuss September 5 BOS meeting -** Ms. Connolly said that, because CPC has projects for the STM this year, the Town Administrator asked that CPC come before the BOS to discuss the projects that are being considered. Ms. Connolly said that the Board can vote at the next meeting on September 11th.

Projects:

* Central Park Windows – Phase 2 Application, Scituate Housing Authority
* Map Restoration/Preservation Application, Town Archives
* Trail Markers and GPS Mapping Application, Conservation Commission
* Public Access & Parking Application, Conservation Commission

**Discussion**: Ms. Scott Pipes explained that the estimates for the Public Access project are higher than expected, especially the Crosby land. It was over $350,000 but new estimates are closer to $500,000. She reminded the committee that these are large parking areas that will have handicapped access. She believes that since the Town spent $6 million to purchase the land, the Town will support paying for the access to the land.

Ms. Connolly reiterated that the CPC is rescinding $317,000 of Open Space money that cannot used for any other purposes to offset the cost of this project.

Mr. Smith suggested that they offer a visual of what these spaces will look like.

* Town wide Recreational Field Study Application, Rec Comm., Rec Dept., School Dept.

**Discussion**: Ms. Connolly informed the Board that the Recreation Department, the Recreation Commission and the School Department are discussing the need for a Town wide study to determine the needs of the Town. Jackie Comerford will be sending an application to the Board.

Rescissions:

* $317,000 of unused Open Space project money
* Maxwell Trust FY16 Application

**Discussion**: Ms. Connolly explained that one of the properties has clear title and the other does not. The ATM Article does not allow the Board to pay for only one of the properties. She suggested that rescinding the article may be the only legal way to proceed.

Mr. Smith suggested that CPC can propose the solution, but the applicants should come to the Board with a new proposal/application. Ms. Connolly said that the attorneys will need to discuss this option and the rescission may have to wait until spring. Ms. Connolly said that this may require a new land appraisal. *(Ms. Sprague will confirm the longevity of the previous appraisal.)*

Mr. Meyerson agreed that due to the complications the CPC should rescind the money because it is being tied up and could be used for another purpose.

The Board agreed that any future land acquisition proposals must include proof of clear title.

The meeting was adjourned at 7:50 pm; All in Favor.

*Submitted by*

*Mary Sprague*

*Administrative Assistant*

***Documents Submitted***