**COMMUN*ITY PRE*SERVATION COMMITTEE**

**TOWN OF WEST NEWBURY**

**MINUTES OF MEETING**

**May 20, 2021 at 7:30 PM**

**This meeting was recorded for the purpose of preparing Minutes.**

A meeting of the West Newbury Community Preservation Committee (CPC) was held remotely with one committee member in person, May 20, 2021. Judith Mizner, Chair called the meeting to order at 7:35 p.m. Referencing the Open Meeting Law addendum regarding remote participation in accordance with the Governor’s Executive Order due to COVID-19 and as included on the posted meeting agenda.

Mizner, and members, Bob Janes, Rick Parker, Tim Cronin, Sherry Pruyn, Wendy Willis, new Parks and Recreation Representative, Angus Jennings, (Ex-Officio) and Barbara Gard, Administrator were present for this remote meeting. Gary Bill was absent.

Mizner welcomed Wendy Willis, the new Parks & Recreation CPC representative.

The committee members then discussed who would do the presentations for upcoming Special and Annual Town Meetings, Saturday May 22, 2021.

**Warrant Articles:** All agreed and acknowledged that the Moderator and/or Selectmen would read the Warrant Articles; and that Wayne Amaral DPW director would be present to discussion the Restoration of Town Hall article if needed.

Janes agreed he would be on hand to discuss the Historic Site Survey if needed.

Parker suggested Brad Buschur would be available to discuss both the Whetstone Greenway and Mill Pond All Access Trail articles, and that John Dodge, Chair of Open Space Committee would also be available. During this meeting Parker texted Dodge and Dodge then joined remotely to confirm that he would be able to discuss the Whetstone, Mill Pond and the Coffin Street projects. Dodge also confirmed that Vanessa Johnson-Hall from Essex County Greenbelt would also be presenting the Coffin Street project.

**Updates on Ongoing Projects**:

* ***Page School Playground* *Update*** *-*Cronin viewed the presentations of potential vendors in real time; he felt the presentations were all very good, stating that the question of surface treatment is still a question. The recorded interviews on YouTube will be made available on the website. Gard read notes from Jennings, Town Manager into the record. “The prospective vendors had been interviewed and that consideration is underway.”  The press release regarding the interview process was included in the Agenda packet sent to CPC members.
* ***Soldiers’ & Sailors’ Building update*** *-* the project is past design development; the architects are working to prepare bid documents, and will provide an estimated timeline. The Town is in correspondence with Lynne Spencer and expects to have an updated timeline by the end of this week.  Once the CPC Administrator receives it from the Town Manager, it will be sent to all Committee members.

The Schedule for Summer CPC meetings was discussed and it was decided there will be no June meeting; the possible July 15, 2021 meeting remains open for final determination.

In order to be considered for the Fall Special Town Meeting, any CPA funding proposals must be submitted to the CPC no later than July 6th, for initial consideration at the regularly scheduled CPC meeting on July 15, 2021 at 7:30 p.m.

**Minutes of April 15, 2021 Executive Session**

**Minutes of April 15, 2021 CPC Meeting**

Mizner stated that she had not had time to review minutes, and asked to put review and approval until next meeting.

* Correspondence – none
* Administrative Details – Activity Ledger is included to keep Committee up to date on expenditures.

Having completed the business before it, the Committee adjourned the meeting by unanimous consent at approximately 8:15 p.m. Next meeting was not yet determined; but will be in July, 2021 7:30 p.m.

Respectfully submitted,

Barbara Gard, CPC Administrator

**Documents reviewed at the meeting:**

Financial Ledger for CPC as of May 17, 2021