**COMMUNITY PRESERVATION COMMITTEE**

**TOWN OF WEST NEWBURY**

**MINUTES OF PUBLIC HEARING AND MEETING**

**September 15, 2022 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 in person on September 15, 2022 - Wendy Reed, Chair called the meeting to order at 7:32 p.m.

Members in attendance: Wendy Reed, Bob Janes, Patricia Reeser, Ray Cook, Gary Bill, Wendy Willis, Angus Jennings and CPC Administrator, Barbara Gard. Judith Mizner was absent.

**Final review of Funding Application for Almshouse Cemetery Investigation**

Reed stated that all the items that were requested at the last meeting to finalize the application have been submitted. She asked for input from the members. There were no additional comments. Bill moved to accept and approve the application, seconded by Reeser, unanimous vote.

Reed then asked Jennings to address which warrant articles would be presented at Fall Special Town meeting. Discussion included whether this Almshouse Cemetery project should be funded through “free cash.” Jennings said it didn’t matter since this was such an open-shut project, being completed quickly. Janes agreed to do it either way. The decision was to keep it as a CPA funded project. Jennings went over the other warrant articles, Change to CPC by-law; the change to Historic Site Survey Phase 3, and the Almshouse Cemetery project. The issue once again came up for the Committee to establish a minimum funding request. Discussion was inconclusive. Reed asked Gard to follow up with Community Preservation Director Stuart Saginor to see if other communities have set minimum limits.

Reed noted the River Access Committee has withdrawn their application for now; and then asked how the CPC viewed its role in approving or denying projects before them. Willis said she thought guiding the applicants along in preparing applications was okay. Bill felt the Committee should just do an up or down vote, while Reeser agreed with Willis. Cook added that input from the Committee would be helpful to get the best and clearest applications that met the CPC criteria.

The Committee took up the permanent CPC sign design, discussing different materials. Reed said that Essex County Greenbelt would help with that design. She will forward comments to Dave Rimmer at Greenbelt; after design comes back Gard will contact the Sign Company in Haverhill to get a price.

Gard asked about the change in design for the Whetstone Greenway project, with a possible change in final costs. The original funding application asking for $30,000 with $10,000 escrow from the Developer. She asked if the applicant will come back for additional funding with the new design. Cook described how it is done with the Planning Board; i.e., if a project has major changes, they will require a new submittal.

Minutes were reviewed, with no changes. Cook moved to approve the minutes as revised; Janes seconded. Willis and Jennings abstained; all others approved.

Having completed the business before it, the Committee adjourned the meeting by unanimous consent at approximately 8:15 p.m. Next meeting will be November 17, 2022 at 7:30 p.m.

Respectfully submitted,

Barbara Gard, CPC Administrator