Community Preservation Meeting Minutes

January 9, 2019

7:00 Meeting was called to order. In attendance: Heather Hart, Kadion Philips, Barbara Search, Ed Goodwin, Ed Neal, Penny Dumas. Absent: Kelly Emrich

Matt Masselli from Housing Partnership attended the meeting.

Motion to approve the December 3, 2018 meeting minutes as written by Ed Neal, seconded by Heather Hart, 6-0 all in favor.

E. Neal explains that every municipality in Massachusetts is required to have a up to date Housing Plan. Stubridge’s Housing Plan was last updated in 2007. The state requires plans to be updated every 5 years. If a town does not have an up to date Housing Plan the town has less control over 40B projects.

E. Neal reminds members, that towns are required to work towards the goal of 10% of all housing to be deemed affordable housing. E. Neal states that according to the 2010 Federal Census Sturbridge is at 5.6%. Once built, the 40B project on Route 131 would bring the town to 8.14%.

Central Massachusetts Regional Planning Commission (CMRPC) is a source that can be used for the town to update their Housing Plan. CMRPC would set goals in the plan and share ideas on how to achieve 10% affordable housing stock. Among other things the plan would describe type of housing and identify parcels available for new construction.The Housing Plan would take 1- 1.5 years to complete. CMRPC will initially attend Housing Partnership meetings to gather input from committee members. P. Dumas suggested HP inform CPC of meetings which CMRPC plans to attend. This was if CPC members are interested in attending we will post the meeting, as CPC in attendance, to be sure to meet Open Meeting Law requirements.

B. Seach asked E. Neal if Selectman Suprenant has weighed in on this proposal. E. Neal states absolutely, he supports the idea.

E. Goodwin makes motion to recommend to ATM the town fund up to $22,500.00 of CPA Housing Fund Balance, for the purpose of funding a Comprehensive Housing Study. Seconded by K. Philips. 6-0 All in favor.

B. Search updates CPC on Center School window project. She states the project is moving painfully slow. She emailed Ashely for an update to learn that the quote request has not been submitted. We do not have up to date bids. B. Search was hoping the bids would help her to put together a proposal for Town Hall storm windows. She will continue to push the project forward.

H. Hart updated the CPC on the CPC clerk position application status. We received five applicants. H. Hart interviewed each candidate. After discussion consensus of CPC is for H. Hart and P. Dumas to work together to chose the top candidate. K. Philips makes motion to give P. Dumas the authority to have the town hire the CPC Clerk on behalf of the CPC. E. Goodwin seconds, 6-0 all in favor.

P. Dumas explains the Annual Reports are due to the Town Administrator in early February. She will request a four day extension to give the CPC the opportunity to review the report draft at our February meeting. If extension is not granted, P. Dumas will “respectively submit” the report herself. She will send her draft for members review and input prior to finalizing the report.

E. Neal asked if CPA Administrative Funds can be used for a Tape Survey of a Town owned parcel of land. The Tape Survey would delineate land. CPC consensus is that it is appropriate use of Admin funds. E. Neal will bring details forward at a future meeting. P. Dumas asked E. Neal to send an agenda request to her once he would like to place the topic on the agenda.

Next meeting set for February 4, 2019.

Motion to adjourn by E. Neal, seconded by K. Philips, 6-0 All in favor.