

Wrentham Community Preservation Committee Minutes

Wednesday, October 24, 2018

Bennett Gardens Meeting Room

Present: Chair Barry Kassler, Alex Leonard, Chuck Woodhams, Carol Mollica and Scott Manchuso

Absent: Robin McDonald, Leo Immonen, Mark Cuddy and Steve Langley

At 7:02 p.m. Barry called the meeting to order.

Alex discussed the process for reviewing applications. He mentioned that a flow chart of the process would be helpful, and that we could present one at our annual public meeting. He also recommended an emailed response to confirm receipt of applications. Barry confirmed that, as applications would be emailed to him for now, that he would do that, and will also forward applications to the rest of the committee. Alex suggested that he also respond if there is any obvious missing content or corrections needed.

If the committee determines that the application is eligible for CPA funding, the applicant will be notified and asked to submit the funding request portion of the application. If there are deficiencies in the eligibility application, it will be sent back for resubmission. If the committee determines that the project is ineligible for CPA funding, then the chairman will notify the applicant.

Scott suggested presenting an overview of the application process for the annual meeting. He advised keeping it simple. He asked for, and received, confirmation that the applicant would be presenting the funding application in person to the committee.

Scott suggested that we prepare a PowerPoint slide show presentation for the annual meeting. He suggested that we offer general guidance, and that the presentation strongly urge the applicant to seek approval from the relevant committee prior to submitting the application.

Barry suggested that the flow chart and presentation should clarify that there will be an in-person presentation required for the funding portion of the application.

Chuck suggested we defer making any final decision on recommendations until the end of the process, after all submissions have been received. Barry noted that there may be projects that are time-sensitive that would not fit within the standard timeline.

Scott proposed announcing our recommendations publicly. Some members disagreed. A discussion ensued on the topic. Scott noted that announcing our recommendations publicly would avoid speculation, and suggested just issuing a plain and simple announcement, perhaps by posting the minutes online, or posting an excerpt from the minutes. He noted that it would be a way of showing that the committee had done its job. He noted that the committee would have discretion as to when and how to do that.

Barry mentioned that the Conservation Commission would be considering submitting an application regarding the Askin Property at its meeting tomorrow. In case the Commission decides to submit an application, he stated he would post a CPC meeting for Monday, October 29. He asked Alex if the Historical Commission's Cowell Project application would be forthcoming. Alex replied that it was in process, but still needed work.

The committee is looking to set up its annual meeting on the fourth Wednesday in January. The intent is to communicate who we are and what we do, what our process is, and what the CPA categories are. There would also be a Question-and-Answer session.

The committee needs to reserve a location for the annual meeting which includes a projector for the PowerPoint presentation. Possible venues include: the Senior Center, the Library Meeting Room, the Town Hall Meeting Room, and the Public Safety Building Meeting Room. Planning for the annual meeting needs to be completed over the next two months.

Scott moved to adjourn; seconded by Chuck and so voted unanimously at 8:23 p.m.

Respectfully Submitted,
Barry Kassler