**COMMUNITY PRESERVATION COMMITTEE**

**Meeting Minutes – May 4, 2022**

The meeting was called to order at 7:35

CPC members present: Danielle Barshak (chair), Apple Ahearn, Ann Tweedy, Steve Freedman

CPC members absent: Steve Ball, Skip Fournier, Gail Berrigan

The minutes of our April 6 meeting were approved.

There was a general discussion of the Comprehensive Master Plan initiated by the Planning Board. Steve F gave a brief overview. The sense of the CPC was a desire to be included in the process, and it was agreed that when the second phase of the project begins in the Fall, members of our board would have the opportunity to do that.

The focus of the meeting shifted to updating the application form for CPA funds. The committee wishes to simplify the application form and make clear the requirements for receiving a grant in order to minimize the number of incomplete applications submitted in past years. Key points:

* Steve Ball had previously emailed the application used by the town of Dartmouth and suggested that this could be a model for us.
* The committee reviewed the Dartmouth application, generally liking the concept of offering a simpler application for smaller grants, clarifying wage requirements on public vs. privately owned projects, and several administrative details. Apple has outlined these and will send a copy to Ann who will incorporate into a draft and circulate for discussion at our next meeting.
* The date for submission of applications will move to October 1 rather than the current November 1. This will give the CPC additional time to discuss the various issues which arise with applicants.

The CPC will meet next June 1 to review the revised application. Also, the date of our October meeting is moved from October 5 to October 4 to avoid conflict with the Jewish holiday of Yom Kippur.

Submitted by Steve Freedman