

Town of Hubbardston
Community Preservation Committee

Minutes

Meeting of January 21, 2015

Meeting Opened at 7:05PM

Present:

Danielle Arakelian – Member at Large
Jassy Bratko – Chairwoman / Open Space Committee
Barbara Carpenter – Historical Commission
Tony Coppola – Conservation Commission
Dennis O'Donnell – Finance Officer / Housing Authority
Susan Fox – Member at Large
Vin Ritchie, Planning Board

1) Minutes

Motion: Danielle / Second: Dennis
To approve the minutes of May 21, 2014 as is
Vote: Unanimous

2) Annual Report

Motion: Tony / Second: Sue
To approve CPC Annual Report with changes to the cemetery project funding update.
Vote: Unanimous

3) Financial Update

Dennis reported meeting with the Town Accountant on January 20th and receiving information regarding the town's official accounting of CPF balances. CPC balance sheet does not agree with information given and an additional meeting with the Town Accountant will be required to determine where the discrepancy lies. A question of particular concern is the whereabouts of funds from the Cemetery Project approved by town vote in 2008. MGL allows the town to close out projects, which it has done, and funds should be returned to the CPF for future use.

4) Historical Records Update

Memo received from the Town Clerk today indicates that the process to collect quotes for digitizing the town records is still in process

5) Parks Commission Project Update

Sanda Barry of the Parks Commission was not present at the meeting but did forward a diagram of their project plan with notes indicating that the project had been downsized. Discussion ensued, which led to many unanswered questions regarding the changes. There was a motion by Tony, seconded by Dennis, and unanimously approved by vote, to request a revised project plan from the Parks Commission, detailing reasons for changes, be submitted in writing to the CPC for review at the next meeting on March 18, 2015.

5) Parish Cemetery Update

More than 5 years have elapsed since this project was approved. A small portion has been undertaken and completed; uprighting of gate stones and painting. Other aspects of the original project have proven infeasible and are being reconsidered. Town Administration has closed out this project, as allowed by MGL. The Historical Commission will resubmit a new project plan for preservation work at the cemetery.

6) New Project

The Open Space Committee is in the process of putting together a new project they will be submitting at the next CPC Meeting in March in hopes of having it placed on the warrant for the annual town meeting.

7) New Business

CPC Clerk submitted write-up for use on the town website to serve as public preview of the types of projects done for the town via the CPA.

Motion: Vin / Second: Tony
To accept the write up as presented with two changes
Vote: Unanimous

Next meeting March 18, 2015

Motion: Danielle / Second: Dennis
To adjourn the meeting at 8:11 pm
Vote: Unanimous

Respectfully Submitted: Sheila Chicoine, Clerk

Approved: