



**Community Preservation Committee
Meeting Minutes
November 21, 2023**

1. Call to Order

Meeting called to order at 7:00 p.m. by Chair M. Justin Barrett, Jr. This meeting was held via Zoom.

2. Roll Call

Present: Chair M. Justin Barrett, Jr., Vice Chair Erika Oliver Jerram, Clerk Dan Melnechuk, Tom Creonte, Bill Doyle, Bob LeBlanc, Amanda Thibodeau, Sean Wilson, (joined at 7:02 p.m.)

Absent: Loretta McClary

3. Meeting Minutes

Motion made by Mr. Creonte to approve the meeting minutes of October 17, 2023, seconded by Ms. Oliver Jerram. All in favor. Motion passed.

4. New Business

A. Vote on CPA Allocations

1. Estimated City Surcharge for FY2024 (\$3.9M):

\$ 390,000 to Open Space Recreation (10%)

\$ 390,000 to Historical (10%)

\$ 390,000 to Housing (10%)

\$ 195,000 to Administrative (5%)

\$ 2,535,000 to Undesignated (65%)

Motion made by Ms. Oliver Jerram to approve the estimated city tax estimate of \$3.9M for FY2024. Motion seconded by Mr. Doyle. All in favor. Motion passed.

2. CPA Unappropriated Balance from FY2023 (\$550,907.09)

Motion made by Mr. Doyle to approve the unappropriated balance of \$550,907.09 for FY2023 and move it to CPC's Undesignated account. Motion seconded by Mr. Doyle. All in favor. Motion passed.

3. State Match for FY2024 (\$780,352.00)

- \$ 78,035.20 to Open Space Recreation (10%)
- \$ 78,035.20 to Historical (10%)
- \$ 78,035.20 to Housing (10%)
- \$ 39,017.60 to Administrative (5%)
- \$ 507,228.80 to Undesignated (65%)

Motion made by Mr. Creonte to approve the State Match of \$780,352.00 for FY2024. Motion seconded by Ms. Oliver Jerram. All in favor. Motion passed.

B. CPA Balances

Mr. Barrett gave an update on each of the CPC's account balances, as of November 15, 2023: Open Space (\$1,799,154.46), Historical (\$0), Housing (\$0), and Undesignated (\$5,545,569.45), for a total of \$7,344,723.91.

5. Announcements/Correspondence

A. **Next meeting:** February 13, 2024

6. Adjourn

Motion made by Mr. Creonte to adjourn, seconded by Ms. Oliver Jerram. All in favor. Motion passed. Meeting adjourned at 7:07 p.m.