

## **Gloucester Community Preservation Committee**

Public Information Hearing and Committee Report for April 12, 2010

Members attending: Stacy Randell, J.J. Bell, Sandy Dahl-Ronan, John Feener, Karen Gallagher, Dan Morris, Scott Smith, Bill Dugan  
Members absent: Ian Lane  
Staff: Matt Lustig, Community Development Staff

About twelve members of the public attended, among them, Mayor Kirk.

1. The hearing was described in notes prepared Mr. Lustig and forwarded to the CPC by e-mail on April 20. At the conclusion of the public information hearing, the CPC moved to the 3<sup>rd</sup> floor conference room to conduct its business.
2. Minutes from the meeting held on March 8, 2010, were accepted unanimously and without amendment. Moved, Mr. Dugan; seconded, Ms. Dahl-Ronan.
3. The CPC discussed the steps needed to finalize the Community Preservation Plan. We received some comments and some editing is needed.
4. Ms. Dahl-Ronan discussed outreach opportunities. She is trying to get in to speak for 10 minutes at a Chamber of Commerce lunch on May 19. Other good venues include the Rotary (though it is difficult to get on their busy meeting agenda), the Lanesville Community Center, the Rose Baker Center, & Wellspring. Also, CPC members who sit on other committees are asked to inform those committees about the plan and the upcoming solicitation for proposals. The "Goings On" and "Worthy Causes" columns in the newspapers may also be a good place to post information about the Community Preservation Plan.
5. Ms. Dahl-Ronan and Mr. Bell provided a summary of their meeting with the mayor. The mayor is well informed. She asked questions about who is eligible to apply, creating a reserve as a source for matching funds, and the process for approving awards.
6. Ms. Gallagher, along with Mr. Lustig, met with the city's Chief Financial Officer and accounting staff regarding financial reporting software and formats. The City's system is called UniFund. For those unfamiliar with UniFund, it is difficult to make sense of its reports. Ms. Gallagher will continue to look for reporting format that will be useful and easy for the CPC members to use.
7. The next full meeting is slated for Wednesday, April 28, 2010. The CPC will work on final edits to the CP Plan.
8. The CPC discussed the need to convene briefly to approve a spending plan for the next fiscal year. A quorum of only five members would be needed to approve and forward the plan to the City Council, before the start of their budget/spending plan

development for the new fiscal year. A specific time, date, and place was not set for this meeting.

9. The next meeting of the CPC will be Wednesday, April 28, 2010, 7:00 p.m.

The meeting adjourned around 8:45 p.m. on Mr. Morris's motion, Ms. Gallagher's second, and the CPC's unanimous consent.

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