

Attending:

CPA members: Ian Lane, Scott Smith, J.J. Bell, Stacy Randell, Karen Gallagher,  
Sandy Dahl Ronan, John Feener

Absent: Dan Morris, Mike McLeod

Staff: Sarah Garcia, Community Development Director.

Tonight's meeting was a special meeting called to make a budget recommendation to the City Council for the 2010 CPA funds. As the committee learned from the recent training from the CPA Coalition, the budget must be approved by the City Council prior to November 1 to have the right to expend funds in this fiscal year as per Department of Revenue regulations.

Ms. Garcia distributed the agenda and an attached 2010 Community Preservation Committee budget dated September 21, 2009. Also distributed was the complete list of accounts as set up in the city's Unifund financial system.

Mr. Smith noted that the account number for the General Reserve should have a "196" ending. Ms. Garcia will correct.

The committee reviewed the budget. It is a formula-based budget as suggested by Mr. Saginor of the CPA Coalition that acts as a place-holder for the funds until the committee follows the procedure for allocating funds to specific projects. This budget is sent to City Council for approval. In addition, all specific projects will also get voted on by the City Council when that time comes.

Motion to approve budget as per 9/21/09 memo with correction as noted.

Ms. Randell/Ms. Gallagher, all in favor, none opposed.

The committee briefly reviewed the accounts from the city's financial system. Ms. Garcia gave a brief overview of the accounts. Ms. Gallagher noted that the city auditor who attended the training offered to give assistance when needed and that perhaps the committee could have her attend a meeting to give a thorough financial briefing. All thought that would be helpful. Ms. Garcia will arrange for future meeting.

There was discussion around the agenda for the next meeting. Ms. Garcia suggested that election of officers be the first agenda item. Another agenda item discussed for that meeting is thoughts on putting together a plan from existing plans and suggestions from the various committees represented on CPC. Members agreed to check with their base committees and bring ideas to the next meeting. Plenty of copies of the Plan2001 are available at Community Development and members who do not have a copy are encouraged to pick one up. Mr. Feener asked Mr. Lane if the Historic Commission had looked at historic landscapes and expressed willingness to work together on this. He has information on heritage trees as well. Mr. Feener also suggested that Conservation Commission meet with the Open Space and Recreation Committee representative to exchange ideas.

Ms. Dahl-Ronan suggested that it would be a good idea to remind the community of the Community Preservation Act opportunities again as some time has passed since the Mayor last announced their appointments in the newspaper. Ms. Garcia suggested that if we want the newspaper to write a story, we will have to strategize how to present it. Mr. Feener suggested lead with the funding - \$390,000 for Gloucester projects. Perhaps the story could run when the committee has a date set for a public hearing. Ms. Garcia said she would add this topic to the next meeting agenda.

Mr. Bell asked if the presentation from the CPA Coalition was available. Ms. Garcia said she had it and had not yet posted it to the city's website.

Motion to adjourn Ms. Gallagher/Mr. Bell, all in favor.  
Meeting adjourned 7:30 p.m.

The next meeting is scheduled for Tuesday, October 13<sup>th</sup> at 7 p.m. 3<sup>rd</sup> floor City Hall.

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