

DRAFT

Present: Carole Wolfe, Steve Swanger, Kirsten Roopenian, Dick Bell,
Christopher Morely, Diane Goldberg, Sheila Stewart, Mark Kablack,
Paul Griffin, Maureen Valente

Introductions were made to the new member.

The Town Manager was present to discuss procedures for CPA projects:
What is the Town Manager responsible for administering? Example: Historic
Commission, the Town Manager has to sign vouchers as there is technically not a "staff".
The process should initiate with the CPC, to Town Meeting and then to the Town
Manager for sign off. The CPC is not involved for any disbursements, however, the
Committee should continue to be updated on progress of the work.

- Applications in the future should be more specific prior to vote. Vote should include conditions for approval, follow-up required and potential administrative fees.
- Administrative Aid, how do we do this? Position needs to be looked at carefully.
- Applicant should have a relation formed with the CPC.

Update on Projects:

- Dickson – No Conservation Restriction is required per advice of Town Counsel. Deed has been recorded.
- Hosmer – Some survey has been completed.
- Sudbury Housing Authority – Selectmen will interview candidates for site selection committee on Tuesday, 7/22.

Modify Funding guidelines for Recreation:

- Discussion about the need for specific funding for recreation projects.
Paul Griffin: Land cost is important factor; need to combine projects.
Should money be set aside for recreation use only? The Committee believes recreation is within Open Space category.
Carole Wolfe opined that a specific category for recreation is not what people voted.

Procedures; Town Manager:

- Mark Kablack – Protocol on how to deal with application and oversight. Need to develop a draft protocol for after Town Meeting; oversight of CPC projects.
- The Town Manager approved the request for quarterly reports for disbursement.
- Will consult with the Town Manager prior to disbursement for administrative fees.

Fall Schedule:

Applications have been distributed. Open submission through October 15 – advertised in the Boston Globe, Town Crier

Also posted at the Library, Planning Board office and Town Clerk's office. Considering a commercial on Town cable.

Miscellaneous:

Carole Wolfe suggested an advisory discussion on Historic Mission.

Future Meetings:

To be held on the first and third Wednesdays of the month; 9/17, 10/1, 10/15, 11/5, 11/19, 12/3 and 12/17.