

**COMMUNITY PRESERVATION COMMITTEE  
WEDNESDAY, NOVEMBER 8, 2023  
REGULAR MEETING - 7:00PM  
TOWN HALL AUDITORIUM  
MEETING MINUTES**

Members Present: Lara Dubin, Chair (LD), Bob Emberley (BE), Meg Livingstone (ML), Tori Luksha (TL), Tony Matteo (TM), Mary Mayshark-Stavely (MMS), Lindsay McCarthy (LM), Tammy Pelletier (TP)

Members Absent: Susan Space

Others in Attendance: Selectboard Member Bee Jacque, Board Recorder Wendy M. Levy

***I. WELCOME***

Chair LD called the meeting to order at 7:03pm.

LD welcomed Mary Mayshark-Stavely (MMS) as the newest member of the CPC; she represents the Historical Commission. Bee Jacque said MMS has been officially appointed by the Historical Commission to serve as its representative to the CPC, but she has not been sworn in by the Town Clerk. LD said MMS cannot vote until she has been sworn in. Ms. Jacque said she is at this meeting to help with the transition of MMS into the CPC.

LD announced she has no new budget information, but she should be able to provide an update at the next meeting.

***II. APPROVAL OF SEPT 27 2023, FEB 7 2023, AND JAN 24 2023 MEETING MINUTES***

Ms. Jacque requested an amendment be made to the September 27, 2023 minutes: move her name from "Members Present" to "Others" in the attendance heading.

**MOTION BY TL TO APPROVE THE MINUTES FROM THE SEPTEMBER 27, 2023 MEETING AS AMENDED. LM SECONDED.**

**MOTION CARRIED UNANIMOUSLY.**

*TM arrived to the meeting.*

**MOTION BY ML TO APPROVE THE MINUTES FROM FEBRUARY 7, 2023. BE SECONDED. MOTION CARRIED 5-1, WITH TL ABSTAINING.**

**MOTION BY TM TO APPROVE THE JANUARY 24, 2023 MINUTES AS PRESENTED. BE SECONDED. MOTION CARRIED 5-1, WITH TL ABSTAINING.**

***III. CPA PROJECT UPDATES***

LD provided an update on the Mill Brooks trails project. Highlights included:

- Susan Space forwarded LD information from Julia Blyth.
- The project's organizers would like a boardwalk railing for the marsh, place-marker maps, and trail head parking on School Street for better access.

- This project is still considered "open," and these requests comply with the wording of the approved proposal.

#### ***IV. UPDATES ABOUT THE FALL CPA INFORMATIONAL FORUM NOV 9TH***

LD provided an update on the forum. She said not all members of the CPC are required to attend, but if you can, please do, as it is a good way to learn what the CPC does.

#### ***V. DISCUSSION OF EDITS AND UPDATES FOR THE NORTHFIELD COMMUNITY PRESERVATION PLAN (LAST UPDATED 2021)***

LD shared a document, "Northfield Community Preservation Committee: Northfield Community Preservation Plan," dated November, 2021.

A number of edits were made.

LD noted this document is supposed to be reviewed annually.

*BE left the meeting.*

*LM left the meeting.*

LD said she will incorporate the changes and email them to CPC members for their review.

As the hour was getting late, LD asked CPC members to continue their edits later and email them to her.

LD shared a document, "CPA Project Application" packet.

#### ***VI. OTHER UNANTICIPATED BUSINESS***

There was none.

#### ***VII. SCHEDULE NEXT MEETING DATE***

The next meeting date was tentatively set for January 18, 2024, at 7pm. LD will email CPC members to confirm.

#### ***VIII. ADJOURN***

**MOTION BY ML TO ADJOURN. TL SECONDED. MOTION CARRIED UNANIMOUSLY.**

The meeting adjourned at 9:10pm.

#### **DOCUMENTS PRESENTED:**

- "Northfield Community Preservation Committee: Northfield Community Preservation Plan," dated November, 2021.
- "CPA Project Application" packet.

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Respectfully submitted by Wendy M. Levy from minutes taken by Wendy M. Levy.

*Approved on 3/5/24 By LARA DUBIN - CHAIR, CPC*  
