

COMMUNITY PRESERVATION COMMITTEE
3 OCT 2018 / 7:00 PM MEETING MINUTES
TOWN HALL

PRESENT: Tony Matteo, Robin Conley, Lara Dubin, Charley Eiseman, Carol Lebo, Carol Pike, and Bob Henry

ABSENT: Tammy Pelletier and Yolanda Merchant

Meeting was called at: 7:04 PM.

1. Welcome New Members: Formal Select-Board Appointment of Ms Merchant now officially fills seat previously held by Rhoda Yucavitch.

*13 Sep Meeting Minutes were reviewed with corrections then APPROVED

2. Project Updates:

A. \$173 from library "Restore Documents" not used will be moved back to CPC account 24994 CPC Budget Reserve APPROVED

B. Old Fire Station 6 Oct Plaque unveiling discussed. Committee vote for up to \$50 of CPC admin funds for refreshments at unveiling APPPROVED

C. NES Playground equipment project on hold until 2019.

D. Northfield Elementary School Pillars OPEN

E. Town Hall Renovation/wiring project delayed until 2019

3. CPC Informational Forum:

A. Scheduled for Tue 23 Oct 6:30-8:00 PM at the Northfield Library.

B. Plan is to advertise with Recorder Article, Talk of the Town, Flyers, Changeable Letter Boards, Internet Postings and other acceptable means.

4. Plans for Community CPA Education & Outreach in Advance of November Voting:

- A. 23 Oct 6:30-8:00 PM Informational Forum at Northfield Library
- B. Senior Center Presentation last week of Oct
- C. Community Newsletter Article
- D. Next Door Neighbor Posting
- E. Growing Up in Northfield Posting
- F. Signage depicting accomplished CPC projects
- G. Recorder Article
- H. CPC Email Address Group Creation, i.e. NorthfieldMACPC

5. Purchase of Signs: CPC discussed signage to identify CPC funded projects for the citizens of Nfld. Lara Dubin researched sign styles and cost.

- A. 18" X 24" CPC Project Signs APPROVED up to \$300. CLOSED
- B. Changeable Letter Board APPROVED up to \$150. CLOSED

6. Next Meeting Dates:

- A. CPC Educational Forum to be held Tue Oct 23 from 6:30-8:00 at the Northfield Library. This forum is open to the public to discuss what the CPC does and how projects are both considered and approved. OPEN
- B. CPC will meet Weds 16 Jan at 7:00 PM and review any Project Submissions.

7. Other Business:

- A. Robin Conley discussed requirement for meeting Minutes to be on archival paper. Robin coordinated with Town Clerk for committees to submit Meeting Minutes and Town Clerk will preserve as required. CLOSED
- B. FINANCIAL: reviewed financial spreadsheet of projects. CPC to monitor amount of \$173 identified as Library "Restore Documents" and the transfer of this money back to CPC Reserve Fund Acc #24994. OPEN

ADJOURN: 8:45

Meeting Minutes by Bob Henry updated 12/31/2018

APPROVED MINUTES
Bob Henry