

## Minutes from CPC Meeting

Date: Sept. 17, 2024

Time: 4:03 pm

Location: Fire Station in Shelburne, MA

Committee Members in attendance: Joan LaPierre, John MacGibben, Jen Hale, Mary Lou Gallup, Carolyn Wheeler, Edith Bingham, Will Flanders and Sue Berger.

Also in attendance were members of the community, John Cornman and Dan Alden.

Motion to accept the August minutes was made by Jen Hale, seconded by John MacGibben, and unanimously approved.

Discussion, introduced by Will Flanders, began with reviewing the pre-application forms which have been submitted, with the goal of deciding which applications should be eligible for a final application, due on or before November 19, 2024.

The pre-applications were as follows, briefly:

1. Hill Cemetery, Shelburne Falls. Application made by Joe Judd for the Hill Cemetery Commissioners for the preservation and repair of historic gravestones.
2. Affordable Housing Pre-Development. Application made by Terry Narkewicz, for the town of Shelburne, for the demolition and removal of barn at 375 and 379 Mechanic Street, and possible toxic materials; to hire consultant and permitting to create some affordable housing. The project would be done with Habitat for Humanity.
3. LULA elevator replacement. Application made by Laurie Wheeler and John Cornman, for the Arms Library Association. The existing elevator is obsolete, has had multiple problems and repairs, replacement parts no longer available, and the manufacturer is no longer in business.
4. Playground repair at BSE. Application made by Hayley Gilmore, for MTRSD, to fix 30-year-old playground and make updates to comply with ADA standards.

5. Re-creation of the Robert Strong Woodward studio at the Shelburne Historical Museum. Application made by Richard Philben for the Shelburne Historical Society, for funding to acquire and preserve art and artifacts from the family of the important painter in Franklin County, to be set up as a display in the Historical Museum.
6. Palmeri Courts: addition and rehabilitation of existing courts, plus informational boards. Application made by Charles J.(Jay) Readinger for Shelburne Falls Pickleball Program.
7. Walkway safety improvement and replacement, across the Green from 55 Water street to 44 Main Street. Application made by Geoff Stack and Rev. Jane Dunning.

The applications were discussed and accepted as meeting the requirements of the CPC, except the Sidewalk Repair, which needed some clarification as far as the ownership of the land and who would take responsibility fo the project.

Joan LaPierre will write response letters. Motion to approve was made by Jen Hale, seconded by Susan Berger. with unanimous consent, the motion was passed.

Members of the public left the meeting at 4:45.

The next discussion was about the part time job as clerk to the committee, with the idea that he or she could also pick up hours with the planning board job. Motion to approve was made by Mary Lou Gallup, seconded by Jen Hale, approved by the group.

Mary Lou introduced a discussion on our role as committee members, expertise, conflicts of interest, perception by the public, when is the need to recuse ones self, etc.

Meeting dates will continue as 3rd Tuesdays, the next meeting set for Oct. 15. To be discussed will be: Scoring methods for final applications; to be worked on by Jen, Susan, Mary Lou.

Next was a discussion on a possible meeting with applicants after the final applications are in. Susan suggested the idea of meeting as a group. Also

a meeting with applicants for a workshop on October 29, 5-7:00, with questions and concerns, being an open meeting for transparency, at the Town Hall. This will not be mandatory but an opportunity.

Will Flanders will put the Oct. 29 meeting in the town newsletter.

Mary Lou suggested we should start a data base for applications, info and finances, to be public information, and applications would be on the town website.

Jen volunteered to post the minutes on the town website.

Motion to adjourn the meeting by Sue, seconded by Jen, unanimously approved by the group, 5:40pm.

Added to the minutes:

Mary Lou Gallup will write a letter about concerns on Sidewalk proposal; Joan LaPierre will look at it and send it to the applicants.