

**Community Preservation Committee Meeting  
Agenda & Meeting Packet**

December 7, 2021

7:00 PM

Meeting will be held at the **Municipal Building**  
2nd Floor, Council Chambers  
355 East Central Street

**A NOTE TO RESIDENTS:** All citizens are now welcome to attend public board and committee meetings in person. Additionally, in an effort to maximize citizen engagement opportunities, citizens will be able to continue to participate remotely via phone OR Zoom. The meetings will also be [live-streamed by Franklin TV](#) and shown on Comcast Channel 11 and Verizon Channel 29.

- **Link to access meeting:** December 7, 2021 CPC Meeting [HERE](#) -- Then click "Open Zoom"
  - Or copy and paste this URL into your browser: <https://us02web.zoom.us/j/81799184329>
  - **Call-In Phone Number:** Call 1-929-205-6099 and enter Meeting ID # 817 9918 4329 --Then press #

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**Agenda:**

1. Approval of Minutes for October 5, 2021.
2. Discussion on the following topics:
  - a. 2022 Schedule
  - b. [Community Preservation Act](#)
    - i. Sample CPA Plans
    - ii. Sample CPA Applications

## **COMMUNITY PRESERVATION COMMITTEE**

**October 5, 2021**

**7:00 PM**

### **MINUTES**

**Members Present:** Christopher Feeley, David McNeill, Monique Doyle, Lisa Oxford, Michael Giardino, Joseph Haligan, Wayne Simarrian, Phyllis Messere-Malcom, Jeffrey Livingstone

**Town staff also in attendance:** Town Administrator Jamie Hellen, Assistant to the Town Administrator Alecia Alleyne

**Other Attendees:** Bryan Taberner

**Chairman Christopher Feeley called the meeting to order at 7:00 PM**

#### **1. Approval of Minutes:**

Mr. Simarrian made a motion to approve the Minutes from the September 21, 2021, and the September 29, 2021 CPC meetings. The motion was seconded by Mr. McNeill. Approval was unanimous.

#### **2. Announcements:**

Mr. Hellen: The historical tours of the Red Brick School and the Franklin Historical Museum went well. He thanked the many participants.

The November 2, 2021, meeting is canceled because of the Town election. The next CPC meeting will be held on Tuesday, December 7, 2021.

#### **3. Continuing CPC Business:**

Mr. Hellen: There is no requirement for a formal CPC plan but best practices call for a plan. A date must also be set for a public hearing. A two week notice must be made in local newspapers announcing the public meeting. The public hearing will gather information from interested Franklin residents to incorporate into a larger plan. The public hearing is not part of the application process.

Mr. Feeley: Two public hearings will be held: January 4, 2022, and January 18, 2022.


Mr. Hellen: A Google, on-line form will also be created for public input.

The December 7, 2021, meeting will allow for CPC members to review other CPC plans and application forms.

At the February CPC meeting, members will discuss the ideas and suggestions, from the both the public and the staff, that were submitted at the two January 2022 public hearings.

In addition, a formal CPC application form will be available in March. When the formal CPC application form is ready, the Town and private entities can submit requests.

In April 2022, the CPC committee will discuss projects that they will recommend be funded.



Mr. Feeley: The CPC will follow the same budget process as other Town departments.

Mr. Hellen: The CPC will submit recommended projects to the Finance Committee in April 2022. In May, the CPC will present their final recommended projects to the Town Council.

Mr. Feeley: The CPC may have to hold additional meetings in April and May.

Mr. Hellen: Several projects are already being planned. A draft from Town staff may be ready in January: views on affordable housing; ideas for recreation from Ryan Jetty; additional Town priorities.

Other timelines for the Town parallel the timeline of the CPC Committee: capital memo to Town Departments; Finance Committee meetings; capital requests.

Mr. McNeill made a motion for the Committee to adjourn at 7:40.

Ms. Oxford seconded the motion.

Respectfully submitted,

Monique Doyle

CPC Clerk, Franklin, MA