

Town of West Tisbury

Community Preservation Committee (CPC)

Minutes of March 22, 2023

Regular Session Meeting via Zoom

Approved April 5, 2023

Meeting Called to Order: 5:33 p.m.

Community Preservation Members Present at Call to Order: Cheryl Lowe, Nancy Dole, John Christensen, Mary Sage Napolitan, John Rau, Jef Dubard, Angela Luckey.

Community Preservation Members Absent at Call to Order: Beatrice Phear

Staff Present at Call to Order: Cindy Krauss, Administrative Assistant

Approval of minutes of January 25, 2023: By a motion made and seconded, the Committee voted unanimously in a roll call vote to approve the minutes as presented.

NEW BUSINESS

1. Town Meeting Handouts: Cheryl Lowe informed the committee that Bea Phear is discouraging town meeting handouts as they are a waste of paper. John Christensen offered the committee a handout that he prepared with color photography of past projects and some outlined sections of key historic information. Nancy Dole said she liked the handout prepared by John Christensen because it had color, photography and brief information which was easy to read. The general consensus among the committee members is to encourage people to step forward to apply for the funding and make the public more aware that the funding is available more so than to just inform about town meeting votes. Discussion ensued about outreach for next season's application window.

It was agreed that John Christensen would continue to work on the colorful handout he prepared and bring it to the next CPC meeting scheduled for April 5, 2023 in finished format, ready to print.

2. Vacant Seats on Community Preservation Committee: John Rau informed the committee members that the Parks & Recreation Committee is willing to appoint him as their CPC representative even though he is not running for a seat on their board this term. One vacant seat for CPC remains which is the representative for the Dukes County Regional Housing Authority.
3. Funding Requisitions: Administrative Assistant, Cindy Krauss, requested clarification on requisition protocols as there are two groups who have inquired about receiving their funding reimbursements. The Committee advised there is a form that each group must fill out to request funding and they must provide backup documentation in the form of paid invoices showing what they have spent. A copy of their original application is requested as well.

One group who had previously been approved for funding has asked to postpone their funding to next year because they may need to revamp the scope of their project. Committee members agreed that any major changes to the scope of a project would require a new application.

4. CPC Plan Update: John Christensen informed the Committee that he wants to update the CPC plan every year as the last time it was done was 2015. Mr. Christensen would like to see the Committee put together priorities for different categories of funding. The Committee agreed that it could be added as an agenda item for further discussion after the annual town meeting on April 11, 2023.

ADJOURNMENT: By motion made and seconded, the committee unanimously voted in a roll call vote to adjourn the meeting at 6:19 p.m.