

# Minutes for Hull CPC Meeting: 07/13/20

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## Call to Order

A Hull Community Preservation Committee meeting was held remotely on Monday, July 13, 2020. It was called to order at 6:00 pm by Committee Member Greg Gray.

*(This meeting is being held remotely by telephone as an alternate means of public access pursuant to an order issued by the Governor of Massachusetts dated March 12<sup>th</sup>, 2020 Suspending Certain Provisions of the Open Meeting Law. You are hereby advised that this meeting and all telephone communications during this meeting may be recorded by the Town of Hull in accordance to the Open Meeting Law.)*

## Committee Attendees

Greg Gray, Parks and Recreation  
 Jim Richman, Hull Housing Authority  
 Fulvia Quilici Matteucci, Historical Commission  
 Jim Ianiri, At Large  
 Tammy Best, Conservation Commission  
 Carol Costello, CPC Consultant

## Agenda

- Reorganization Meeting: vote on CPC Chair, Vice Chair, Secretary and/or Treasurer
- Review and ok any open invoices
- Do we still need services for minutes by Karen Sikola
- Next meeting

Greg invited Carol Costello to address the committee with a few administrative tasks.

Carol mentioned now that ATM (Annual Town Meeting) is over, there are a few CPC due diligences that need to be completed and wanted the committee to be aware of. The town is responsible now for completing the CP-3 database request by the State's Department of Revenue (DOR). She will now complete this task for the town. She also mentioned that she would take the minutes for tonight's meeting.

## Review/Vote Open Invoices and Services

**Fulvia** presented the 3 meetings that the notes need to be approved: 1.13.20, 1.27.20 and 2.3.20.

**VOTE:** Greg Gray made a motion to approve the meeting notes pending, 2<sup>nd</sup> by Jim Richman. All in favor – 5-0 unanimously. *(Greg yes, Jim R yes, Jim I yes, Fulvia yes and Tammy yes)*

**Fulvia** reviewed 2 pending invoices submitted by Karen Sikola for meeting minutes. Dates of the minutes: 11.25.19, 01.13.20, 01.27.20 and 02.3.20 – Dates of invoices: 12.28.19 and 02.21.20

**VOTE:** Greg Gray made a motion to pay Karen Silkola for two invoices pending payment for meeting minutes, 2<sup>nd</sup> by Jim Richman. All in favor – 5-0 unanimously. *(Greg yes, Jim R yes, Jim I yes, Fulvia yes and Tammy yes)*

**Fulvia:** Final question in regards to the minutes. Do we continue with Karen Silkola's services to provide minutes for CPC?

**VOTE:** Fulvia Quilici Matteucci made a motion to continue with Karen Silkola's services to provide minutes to CPC; 2<sup>nd</sup> by Jim Richman. All in favor – 5-0 unanimously.

*(Greg yes, Jim R yes, Jim I yes, Fulvia yes and Tammy yes)*

## Reorganization:

The committee recognized the great job former Chair Jason McCann completed over the last year. Now with 2 vacancies, the discussion of the Planning Board and at large seat was discussed.

**Jim R:** when are we planning to see new members

**Greg:** I reached out to Jeanne Paquin from the Planning Board, shortly after we received Jason McCann's email about him stepping down to see who their new appointment would be. I have not heard back. I will send another email out.

**Tammy:** in regards to the at large seat still vacant. Does anyone know if Rachel Gilroy is still interested in the at large seat? Has she been interviewed by the BOS yet?

**Greg:** I am doing what I can to see if we can move forward on this. The last meeting the BOS had in person was maybe late February, I will follow up and see what the status is.

The committee agreed that they need a functioning board for the upcoming season. Now with two vacancies, Planning Board appointee and the at large seat, the committee is hoping to begin the new season with a full board.

A discussion took place regarding the positions on CPC: Chair, Vice Chair and Treasurer.

Carol Costello referenced an email from the Stuart Saginor, Executive Director of Community Preservation Coalition, included in these notes attached.

### Roles and Responsibilities of CPC Positions:

- **Chair** – liaison to Town Manager/Town Counsel, responsible for agenda, posting agenda and conducting meeting
- **Vice Chair** – will assume roles if Chair is unable/posting minutes and documents after they are approved.
- **Treasurer** – responsible for processing invoices: when committee is in session, present at meeting, obtain votes – get Chair signature if possible, scan and email to Mike Buckley, copying Carol Costello, ensure payment has been made. Work with Mike/Carol on CPA budget.

**VOTE:** Greg Gray made a motion to elect Tammy Best as Chair of CPC; 2<sup>nd</sup> by Jim Ianiri. All in favor – 4-0 unanimously. *(Greg yes, Jim R yes, Jim I yes, Fulvia yes)*

**VOTE:** Greg Gray made a motion to elect Jim Richman as Vice Chair of CPC; 2<sup>nd</sup> by Jim Ianiri. All in favor – 4-0 unanimously. *(Greg yes, Tammy yes, Jim I yes, Fulvia yes)*

**VOTE:** Greg Gray made a motion to elect Fulvia Quilici Matteucci as Treasurer of CPC; 2<sup>nd</sup> by Jim Ianiri. All in favor – 4-0 unanimously. *(Greg yes, Jim R. yes, Jim I yes, Tammy yes)*

## Other Business/Announcements:

**Tammy:** prepared a flyer for the Open Forum but when COVID hit, things were placed on hold. Discussion took place of a new date that CPC will plan to still hold the forum remotely on August 24<sup>th</sup>.

**Greg:** asked Carol to prepare the timeline for the upcoming season that the committee could review at the next meeting.

**Upcoming Meetings/Responsibilities:**

MEETING DATE:	TASK/Person Responsibly
CPC Meeting July 20 <sup>th</sup> - 6pm	<ul style="list-style-type: none"> <li>• Greg: post meeting agenda with Clerk's office / provide meeting info to CPC</li> <li>• Carol: forward last year's presentation to committee for review on July 20<sup>th</sup></li> <li>• Carol: create a timeline for CPC, as discussed with preliminary and final applications due dates.</li> <li>• Tammy: forward draft flyer for Forum for review/vote</li> <li>• All: review/vote on final flyer on Public Forum, discuss advertising that needs to be done that evening after meeting adjourns.</li> <li>• Carol: recap on ATM 2019 &amp; 2020 CPA projects for review</li> <li>• Fulvia: update committee on status of Boat House and Carousel projects</li> <li>• All: Review last year's forum presentation / edit and assign presentation pieces.</li> </ul>
CPC Meeting August 3 <sup>rd</sup> – 6 pm	<ul style="list-style-type: none"> <li>• Greg: post meeting agenda with Clerk's office / provide meeting info to CPC</li> <li>• All: preparation for CPC Forum scheduled for August 24</li> </ul>
CPC Public Forum August 24 <sup>th</sup> – 6pm	<ul style="list-style-type: none"> <li>• Greg: post meeting agenda with Clerk's office / provide meeting info to CPC</li> <li>• All: other ways to get word out - Is it possible to have bill board this year?</li> </ul>

**Old Business:**

**Greg:** updated the committee on the status of Kenberma project. Construction will start in the next couple of weeks. He suggested that a "COVID shovel ready" ceremony be done with CPC members and Park & Rec. He will follow up with a date.

**Greg:** stated that cleaning has been done at the Tower for engineers to begin their work. Invoice is approximately \$8K, **Tammy** will obtain invoice and present at next CPC meeting.

**Fulvia:** stated that she will follow up with the Boat House and Carousel projects.

**Carol:** will reach out to Mike Buckley for updated CPA budget to review at next CPC meeting.

**Fulvia:** mentioned that the Land Trust have not been reimbursed yet on the Easignwood property.

**Greg:** reached out to Town Counsel Jim Lempke for an update on the Easignwood Property, he stated they haven't closed on it yet.

**Adjournment**

Jim Richman moved that the meeting be adjourned at 7:05pm; 2<sup>nd</sup> by Fulvia Quilici Matteucci.

*(Greg yes, Jim R. yes, Jim I yes, Tammy yes, Fulvia yes)*

**Summary of Motions**

**VOTE:** Greg Gray made a motion to approve the meeting notes pending, 2<sup>nd</sup> by Jim Richman. All in favor – 5-0 unanimously. *(Greg yes, Jim R yes, Jim I yes, Fulvia yes and Tammy yes)*

**VOTE:** Greg Gray made a motion to pay Karen Silkola for two invoices pending payment for meeting minutes, 2<sup>nd</sup> by Jim Richman. All in favor – 5-0 unanimously. *(Greg yes, Jim R yes, Jim I yes, Fulvia yes and Tammy yes)*

**VOTE:** Fulvia Quilici Matteucci made a motion to continue with Karen Silkola's services to provide minutes to CPC; 2<sup>nd</sup> by Jim Richman. All in favor – 5-0 unanimously. *(Greg yes, Jim R yes, Jim I yes, Fulvia yes and Tammy yes)*

**VOTE:** Greg Gray made a motion to elect Tammy Best as Chair of CPC; 2<sup>nd</sup> by Jim Ianiri. All in favor – 4-0 unanimously. *(Greg yes, Jim R yes, Jim I yes, Fulvia yes)*

**VOTE:** Greg Gray made a motion to elect Jim Richman as Vice Chair of CPC; 2<sup>nd</sup> by Jim Ianiri. All in favor – 4-0 unanimously. *(Greg yes, Tammy yes, Jim I yes, Fulvia yes)*

**VOTE:** Greg Gray made a motion to elect Fulvia Quilici Matteucci as Treasurer of CPC; 2<sup>nd</sup> by Jim Ianiri. All in favor – 4-0 unanimously. *(Greg yes, Jim R. yes, Jim I yes, Tammy yes)*

Respectfully submitted by: Carol Costello, CPC Consultant

-----Original Message-----

From: Stuart Saginor <[stuart.saginor@communitypreservation.org](mailto:stuart.saginor@communitypreservation.org)>

To: CPCAdmin <[CPCAdmin@town.hull.ma.us](mailto:CPCAdmin@town.hull.ma.us)> cc: CMack <[chase.mack@communitypreservation.org](mailto:chase.mack@communitypreservation.org)>; Sent: Mon, Jul 13, 2020 5:23 pm

Subject: Question on CPC Chair

Hi Carol:

Thanks for contacting us today. You had asked if there was anything in the CPA legislation that prohibits a Selectboard member from being Chair of the CPC. The legislation is silent on this issue, so there is nothing that prohibits a Selectperson from being the CPC Chair. But I will tell you that most CPCs would not consider that to be appropriate. In fact, I'm having trouble thinking of another community that has a Selectboard member serve as the CPC Chair.

I took a look at Hull's CPC bylaw, and it's apparent that your Town Meeting wanted to avoid this happening when they passed the bylaw. It says that the two at-large slots on your CPC should be...

***"members who do not currently hold elected or appointed office, nor currently serve as municipal employees..."***

This is in keeping with the spirit and purpose of CPA as a community-led, bottoms up funding source, not a "top-down" funding source like the regular town budget. The phrase in your CPC bylaw, which is used by almost all recent CPA communities, is there to make sure the CPC membership is well represented by citizens from the community and not populated by the current town leaders and management. Town Meeting approved a CPC bylaw that prohibits a Selectboard member from being appointed directly to the CPC. It does seem like an end run around the above mandate from Town Meeting to have the Selectboard appoint one of themselves to another board, such as Parks and Rec, and then have that Board appoint the Selectperson to the CPC, who then becomes Chair of the CPC.

You can also tell that the state legislature did not want top down control of the CPC. The law mandates that five of the CPC members come from other town boards, and some of those boards are elected (Conservation and Planning, most commonly). Since there are five members from other boards that must be on the CPC, and the committee is limited to nine members at most, the legislature set up CPA so that the Selectmen could not directly appoint the majority of the CPC.

Obviously, it is a bit uncomfortable for us at the Coalition to weigh in on this issue, as we have no role in the management or running of CPA programs in local cities and towns. The construction of your CPC is up to you.

But the bottoms up, community-led foundation of CPA is perhaps the most sacred part of the legislation. We feel strongly that the success of CPA statewide is due in no small part to the trust the public has in the design of the program.

Best,  
Stuart

**Stuart Saginor - Executive Director**

Community Preservation Coalition / 6 Beacon Street, Boston MA 02108 / 617-367-8998

CPC meeting minutes is only a summary of what was discussed. There is also a recording of July 13, 2020 meeting.