

Minutes for Hull CPC Meeting: 07/20/20

Call to Order

A Hull Community Preservation Committee meeting was held remotely on Monday, July 20, 2020. It was called to order at 6:35 p.m. by CPC Chair Tammy Best.

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

Committee Attendees

Tammy Best, CPC Chair
 Fulvia Quilici Matteucci, Treasurer
 Jim Richman, Vice Chair
 Carol Costello, CPC Consultant

Agenda

- Review July 13 minutes
- Review/Approve Outstanding invoices
- Review Timeline of Upcoming Meetings

Carol shared her screen to show the committee her revised meeting notes, which reflected Carol's revisions to include mention of Rachel's continued interest in CPC, as well as a spelling correction to Fulvia's last name. Carol clarified that she did not name a member of the public in attendance since the person did not identify their name or address the committee during the meeting. Tammy added that other people can attend/listen in but will only be recorded if they address the committee with questions. At that point, they will be asked to identify themselves.

VOTE: Tammy made a motion to approve the July 13 minutes, Fulvia seconded, and the motion was unanimously approved.

Review/Approve Outstanding Invoices

Tammy read the invoice from Precision Wildlife Services for the Fort Revere Water Tower Project. Invoice is specifically for bird prevention, pigeon trapping, and disposal of pigeon waste.

VOTE: Fulvia made a motion to approve the invoice, Jim seconded, and the motion was unanimously approved.

Tammy read the invoice from Carol Costello for her consulting services.

VOTE: Fulvia made a motion to approve Carol's latest invoice dated July 20, 2020, Jim seconded, and the motion was unanimously approved.

NOTES: Tammy would normally sign, scan, and send to Fulvia any approved invoices. Since Fulvia is now the Treasurer, she can send the invoices as PDFs directly to Mike Buckley and let him know that the committee voted to approve these invoices. He will then process. The signature process will resume once meetings resume in person. There was some discussion about approving past invoices from Karen Sikola, but Carol confirmed after the meeting that those invoices had already been paid.

Review Timeline for Upcoming Meetings:

Tammy proposed approving dates only through the first quarter since only three committee members were present. **Carol** noted that Greg commented on the timetable and wanted more time for applications. Carol made it clear that applicants can get started as soon as the town meeting is over. She emphasized the importance of firm deadlines to allow the committee ample time to vet applications. **Jim** voiced concerns about the ability to meet with the selectmen, since it was an issue last year. Carol proposed that Tammy follow up with Phil. Carol informed the committee that she put out a press release to get the word out. Tammy mentioned clarifying to applicants that they not only need to apply but write to the town for project approval. **Fulvia** echoed Jim's sentiments about the risk of not giving people enough time to do this. She proposed pushing out the deadlines by a month:

Preliminary CPA Application Due October 30, 2020 instead of September 20, 2020

Final CPA Application Due December 2, 2020 instead of November 2, 2020

Carol said this was possible and would still allow enough time before voting on projects **January 25, 2021**. But Jim thought the committee should tighten up the deadlines a bit given so much current uncertainty. He expressed that he'd like to see CPC take on a bigger project (not a playground).

Tammy circled back to the timeline and confirmed that **August 24, 2020** is the firm date for the CPA Public Forum. The committee would then meet on September 14, 2020 to review budget. While applicants do not need to meet with the town prior to filing preliminary applications, Tammy recommended they at least send an email to inform the selectmen of their intentions and to notify them of presentation to the committee. However, Fulvia recommended requesting a hearing *before* preliminary applications to avoid receiving letters from the selectmen that they did not have enough time. This spurred more conversation about pushing the preliminary application deadline to October 30 to allow more time for town approval, but Tammy thought it best that applicants keep to the original deadline to at least make the committee aware of project plans. More time could then be given before the final deadline (she suggested six weeks) to seek town approval. Fulvia and Jim reiterated that the town would prefer notification prior to moving forward with prelim applications.

DECISION: Carol and Tammy will reach out to determine a deadline that is reasonable both for applicants and selectmen. They'll write a letter to Jen Constable before the public forum and copy the rest of the board, with the goal of getting them to commit to hearing all the town projects. Tammy will ask Jen for suggestions on how best to move forward.

Carol suggested new Preliminary CPA Application Due Wednesday, October 28 (since Town Hall is closed Friday, October 30). Final application will be due Wednesday, December 2 *with* town approval. Committee will then meet December 7 to review applications and discuss liaison updates. Hold Saturday, December 12 for possible site visits.

VOTE: Fulvia made a motion to approve the CPC meeting and deadlines schedule thru December 7, Jim seconded, and the motion was unanimously approved.

Aug 3, 2020	MEETNG: Prep for Forum
Aug 24, 2020	CPA Public Forum
Sept 14, 2020	MEETING: Initial Meeting Budget Review / Project Liaisons updates
Oct 5, 2020	MEETNG: CPC
Wed - Oct 28, 2020	Preliminary CPA Application Due
NOTE: September - 1st week	Commonwealth (DOR) Report is due - enter previous ATM approved grants
Nov 2	MEETING: Review CPA Application / any Site Visits needed?
Wed - Dec 2, 2020	Final CPA Application Due
Dec 7	MEETING: PLs update on Projects/Misc Topics

Other Business/Announcements:

Fulvia is going to follow up with Jason McCann about a flash drive with backed up 2019 forum files.

Tammy asked about the forum flyer and application press release that will be sent to the media. Carol presented the flyer and showed where she intends to add GoToMeeting info. Fulvia will create a shorter version to use for cable that will just include basic details (WHAT, SHARE, HOW, WHEN). Jim offered to post on public town Facebook pages. He'll post it every week to ensure visibility. Carol will ask *Hull Times* for a press release to print weekly until deadline (she'll copy Tammy).

Fulvia presented a project update from 2018. She spoke with the director of the Hull Lifesaving Museum, who is still awaiting matching funds to start work. All paperwork was presented in February, but they need signature on the new town lease before they can begin work. Fulvia will ask Greg to follow up.

Jim noted that entrance fee to the coalition is due and Tammy confirmed. Carol has been working with the coalition. She suggested that Tammy forward to Mike Buckley with approval to be paid.

VOTE: Tammy made a motion to approve invoice for CPA dues, Jim seconded, and the motion was unanimously approved.

Adjournment

Fulvia Quilici Matteucci moved that the meeting be adjourned at 7:48 p.m., seconded by Jim Richman, and approved unanimously.

Summary of Motions

VOTE: Tammy made a motion to approve the July 13 minutes, Fulvia seconded, and the motion was unanimously approved.

VOTE: Fulvia made a motion to approve the invoice from Precision Wildlife Services, Jim seconded, and the motion was unanimously approved.

VOTE: Fulvia made a motion to approve Carol's latest invoice dated July 20, 2020, Jim seconded, and the motion was unanimously approved.

VOTE: Fulvia made a motion to approve the CPC meeting and deadlines schedule thru December 7, Jim seconded, and the motion was unanimously approved.

VOTE: Tammy made a motion to approve invoice for CPA dues, Jim seconded, and the motion was unanimously approved.

Respectfully submitted by: Karen (Sikola) Kovach