



**TOWN OF ACTON  
COMMUNITY PRESERVATION COMMITTEE (CPC)  
MEETING MINUTES  
April 12, 2022 - 7:30 PM  
Town Hall and virtual (<https://zoom.us/j/93172335430>)  
AVAILABLE TO THE PUBLIC**

**Present:** Dean Charter (Chair), Bill Alesbury (Vice-Chair), Stephen Trimble (Clerk), James Colman, Lori Cooney, Alissa Nicol, Tory Beyer

**Absent:** Nancy Kolb, Walter Foster Ray Yacouby

**Others Present:** Ms. Kristin Guichard (Planning Director), Joe Will

Mr. Charter opened the meeting at 7:31 PM. The Chair read the notice regarding virtual meetings. All votes will be by roll call. This meeting uses video conferencing via the Zoom App and in-person as posted on the meeting agenda. Please see the meeting agenda on the Town Website for details on how to participate remotely.

This meeting will feature public comments. Please note that we may record, publish, or rebroadcast this meeting. All participation within this meeting will be visible to others.

**Roll Call:**

Attending: Dean Charter, Bill Alesbury, Tory Beyer, James Colman, Lori Cooney, Alissa Nicol, Stephen Trimble

**I. Regular Business**

**1. Residents' Concerns:**

none

**2. Review and Approve Minutes from Previous Meetings**

- a. Ms. Nicol moved to accept March 22, 2022, draft minutes as final, seconded by Mr. Colman.
- b. Mr. Charter requested Mr. Trimble to call the roll to approve the minutes: Mr. Alesbury, "Aye," Ms. Byer, "Aye," Mr. Charter, "Abstaining," Mr. Colman "Aye." Ms. Cooney "Aye," Ms. Kilpatrick, "Aye," Ms. Nicol, "Aye," Mr. Trimble "Aye."
- c. The Committee approved the March 22, 2022, draft minutes as final.

**II. New/Special Business**

**3. Review Draft CPA Town Meeting Article**

- a. Ms. Guichard scrolled through the edits at Mr. Charter's request. Mr. Alesbury asked for clarification on the abatement and exemptions line-item reference. Ms. Guichard will review with finance. Ms. Nicol asked if Planning might post each project's requested funding for reference. In the case of the Asa Parlin project, Mr. Alesbury noted that we did not decline the full amount, but the Committee reduced a lowered requested amount changed by the town. Mr. Colman suggested we stated the variance between the final revised requested project versus the agreed to amount if needed.
- b. The Committee discussed questions that residents might raise on the specific project allocations. Mr. Charter noted that Acton FinCom might question the Asa Parlin project based on the line of questioning they directed at Mr. Charter during his meeting with them recently.
- c. Ms. Nicol raised a concern with wording in the Asa Parlin writeup leveraged from the project application. She was uncomfortable with it noting only the Historic Commission recommendation (which does not oversee town) and does not cite the Historic District Commission as the driver preventing the razing of the building not the Historical Commission. Ms. Guichard revised the wording.
- d. Mr. Alesbury noted on the Habitat for Humanity 26 Carlisle Road project writeup that Acton did not spend CPA Funds to purchase the property. Based on new CPA guidelines he wondered if this project still qualified for CPA funds. Mr. Charter noted that

in conversation with Ms. Cronin, Ms. Guichard noted Habitat for Humanity will fully demolish 26 Carlisle Road which meets CPA guidelines. Bill thinks that under current guidelines the previous work at the River Street duplex rehabilitation may not have qualified. Mr. Charter said that effort carried historic preservation requirements.

- e. The Regional Housing Services writeup seemed lengthy per Ms. Nicol given the amount allocated. Could Acton Planning remove the last two paragraphs? The Committee determined that while it might make sense to collate and place on the back page the Committee accepted it as written.
- f. Mr. Trimble moved to accept the CPA Town Meeting Warrant, seconded by Mr. Colman. Mr. Charter requested Mr. Trimble to call the roll to approve the minutes: Mr. Alesbury, "Aye," Ms. Byer, "Aye," Mr. Charter, "Aye," Mr. Colman "Aye," Ms. Cooney "Aye," Ms. Kilpatrick, "Aye," Ms. Kolb, "Aye," Ms. Nicol, "Aye," Mr. Trimble "Aye."

### III. **Administrative Matters and Updates**

1. **Next Meeting Dates.** Dates in gray are potential meetings only.
  - a. May 10 (May 16 town meeting: the next meeting will cover CPA ton best practices and address any Town Meeting tweaks (the motion not the CPA Warrant).
  - b. June 14: award letters
2. Mr. Alesbury would like to bring his research to the May 10<sup>th</sup> meeting for 30 minutes
3. Mr. Charter called for a motion to adjourn this session. Ms. Beyer made a motion to adjourn this meeting seconded by Ms. Nicol.
4. Mr. Charter asked Mr. Trimble to call the roll: Mr. Charter, "Aye," Mr. Alesbury, "Aye," Ms. Beyer, "Aye," Mr. Colman, "Aye," Ms. Cooney "Aye," Ms. Kilpatrick, "Aye," Ms. Nicol, "Aye," Mr. Trimble "Aye."
5. The Committee unanimously approved the motion to adjourn March 22, 2022, meeting ending the session at 8:56 PM.

#### **Items used at the meeting:**

1. 2022 Meeting Schedule – CPC.pdf
2. CPC agenda 2022-4-12.pdf
3. CPC Draft Minutes – 2022-03-22.pdf
4. DRAFT – ATM CPA 4-7-2022 Steve Trimble Edits.pdf
5. DRAFT – ATM CPA 4-7-2022.docx
6. 2022 Community Preservation Committee Applications

Additional Materials: <http://doc.acton-ma.gov/dsweb/View/Collection-14939>

For more information about Community Preservation Committee contact [cpc@actonma.gov](mailto:cpc@actonma.gov) or 978-929-6631