



TOWN OF EASTHAM

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COMMUNITY PRESERVATION ACT COMMITTEE

MINUTES

Earle Mountain Room

February 1, 2023 5:00pm

Members present: Mary Shaw, Joanna Buffington, Carolyn McPherson, Eileen Morgan, Mark Herman and Dave Hobbs. Dan Coppelman and Janet Benjamins attended via Zoom. Absent Ed Casarella

Staff present: Paul Lagg, Town Planner; Teena Tilton, Town Accountant

The meeting was called to order at 5:01 pm.

1. **Call to Order** - Meeting was called to order by Mary Shaw at 5:01 pm.
2. **Approval of previous meeting Minutes** – no minutes submitted.
3. **Applicant Presentations -- Affordable Housing Trust** – Carolyn McPherson presented request for funds of \$400,000.
 - Joanna Buffington made a Motion to approve the application to request funds for the Affordable Housing Trust; seconded by Dan Coppelman. Vote to approve 8-0
4. **FY24 Application Conditions** – The committee reviewed and discussed application conditions for all the FY24 Grant Applications.
 - Carolyn McPherson made a motion to approve conditions as described for each project; seconded by Eileen Morgan; Vote to approve 8-0
5. **Review CPA Cash Balances as of 12/31/2022** – Committee members discussed fund reserves. Teena Tilton presented methodology for calculating CPA fund reserves.
 - Carolyn McPherson made a motion to fund reserve allocations into specific categories (Open Community Housing/Historic Preservation/Open Space/Recreation); seconded by Mary Shaw; vote to approve 7-0 (Joanna Buffington left at 6:12pm)
 - Carolyn McPherson made a motion to fund projects as presented in Teena Tilton's worksheet; seconded by Dan Coppelman; vote to approve 7-0
 - Dan Coppelman made a motion to pay Community Preservation Coalition annual membership dues of \$3,500.00 from the Administration budget; Seconded by Janet Benjamins; vote to approve 7-0
6. **Review status of ongoing CPA projects** -- Mary Shaw commented that the project statuses had been discussed earlier in this meeting.
7. **Other Business** – Mary Shaw reviewed schedule for the next 5 year plan.

8. **Adjournment** – A motion to Adjourn was made by Eileen Morgan seconded by Dave Hobbs to adjourn, vote to approve 7-0. The meeting adjourned at 7:00 pm.

Respectfully submitted as prepared by Stacey Wadey

Stacey Wadey