



TOWN OF EASTHAM

2500 State Highway, Eastham, MA 02642 - 2544

All departments 508 240-5900 Fax 508 240-1291

www.eastham-ma.gov

COMMUNITY PRESERVATION ACT COMMITTEE

MINUTES

Earle Mountain Room

June 7, 2023, 5:00 pm

Members present: Mary Shaw, Dan Coppelman, Edmund Casarella, Eileen Morgan, Mark Herman.
Members attending via zoom Carolyn McPherson, Joanna Buffington (joined 5:15) and Janet Benjamins

Members absent: Dave Hobbs

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

The meeting was called to order at 5:00 pm.

1. **Call to Order** - Meeting was called to order by Mary Shaw at 5pm.
2. **Nomination of Officers for FY24**
 - Dan Coppelman made a motion to nominate Mary Shaw as Chair, seconded by Ed Casarella; vote to approve 7-0
 - Ed Casarella made a motion to nominate Dan Coppelman as Vice Chair, seconded by Mark Herman; vote to approve 7-0
 - Ed Casarella made a motion to nominate Joanna Buffington as Clerk, seconded by Eileen Morgan; vote to approve 7-0
3. **Vote to appropriate monies to hire an administrative assistant from the FY 24 CPA administration account**
 - Dan Coppelman made a motion to appropriate \$40,000 from the CPA Administrative account to pay for the salary, seconded by Ed Casarella; vote to approve 8-0
4. **Update and discuss committee member terms of service** – Committee members discussed Ed Casarella continuing to serve as Recreation Committee representative to CPA
5. **Review of most recent Financial Information and status of outstanding projects** – Committee members discussed use of investment income, method of calculating estimated revenues, appropriating minimum 10% CPA categories, review of CPA cash balance worksheet, project list and pending CPA projects.
 - Carolyn McPherson made a motion to close out the Housing Coordinator project and return \$40,000.00 to original funding source, seconded by Dan Coppelman; vote to approve 8-0

- Dan Coppelman made a motion to return remaining \$2,223.00 for the Lighthouse Preservation Project to the original funding source, seconded by Mary Shaw; vote to approve 8-0
6. **Other Business** – Committee discussed FY25 Grant schedule (Carolyn McPherson left meeting at 6:03pm). CPA sign reorder and CPA 5 year plan update.
 7. **Adjournment** – A motion (Dan Copleman (M), seconded by Eileen Morgan) to adjourn; vote to approve 7-0. Meeting adjourned at 6:20pm

Respectfully submitted as prepared by Stacey Wadey

Stacey Wadey