



# TOWN OF EASTHAM

2500 State Highway, Eastham, MA 02642 - 2544  
All departments 508 240-5900 Fax 508 240-1291  
[www.eastham-ma.gov](http://www.eastham-ma.gov)

## COMMUNITY PRESERVATION ACT COMMITTEE MINUTES

Earle Mountain Room  
September 6, 2023, 5:00pm

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

Members absent: Dave Hobbs

Staff present: Paul Lagg, Town Planner; Stacey Wadey, Administrative Assistant

**Call to Order** – The Hearing was called to order by Mary Shaw at 5:00pm.

Mary Shaw let everyone know that comcast changed the local access channel from 18 to 8  
Paul Lagg introduced Stacey Wadey to the committee.

### 1. CPA Public Hearing – FY25 CPA presentation

- Paul Lagg presented the CPA PowerPoint presentation.
- Committee members discussed joint funding opportunities; Joanna Buffington referenced a Stow Massachusetts project.
- Paul Lagg spoke of the importance of accurate estimates, proforma if required, accurate budgets and contingencies due to the complexity of projects.
- Carolyn McPherson reminded prospective applicants to submit applications even if they are waiting on estimates.
- Peter Williams, a Historical Society member, advised the committee that they plan to submit a grant on application for a 3rd classroom at the schoolhouse museum. Mr. Williams let the committee know he was going to be out of town for a few months and wanted to confirm that zoom would be available.
- Mary asked Mr. Williams if the Historical Society would be contributing funds to the restoration project. Mr. Williams said that they are waiting on bids but thinks the Historical Society will have 20-35% for the project.
- Joanna Buffington asked if a private homeowner could request funds for restoration of a private home. The answer is no. There must be public benefit.
- Carolyn McPherson made a motion to close the Public Hearing; Seconded by Ed Casarella; vote to approve 7-0 (lost zoom connection Janet Benjamins was not able to vote)
- **Motion to adjourn Public Hearing** made by Carolyn McPherson; seconded by Ed Casarella; Vote to approve 7-0 Public Hearing was adjourned 5:35pm

2. **Approve minutes of 8/2/2023** –
  - Joanna Buffington made a motion to approve minutes as corrected by Carolyn McPherson; Seconded by Dan Coppelman; vote to approve 7-0; Ed Casarella abstained as he was not present at 8/2/23 meeting.
  
3. **Announcements/discussion** -- Discussion on Upcoming grant round – schedule and process
  - Eileen Morgan asked about update on 5-year plan and updating annual statistics.
  - Stacey Wadey to send out future meeting schedule to the committee members.
  - Mary Shaw spoke about setting up a table at the Windmill Green Weekend. 2'x3' Posters were proposed, and Mary will attend and sit at the table.
  - Next meeting 10/4/23 5:00 PM
  
4. No Item #4
  
5. **Adjournment** – A motion was made by Carolyn McPherson, seconded by Ed Casarella, to adjourn, vote to approve 8-0. The meeting adjourned at 5:55 pm.

Respectfully submitted as prepared by Stacey Wadey

Stacey Wadey