

**TOWN OF PEMBROKE
MASSACHUSETTS**

COMMUNITY PRESERVATION COMMITTEE

**MEETING MINUTES
September 24, 2015**

Mr. Brian Van Riper, Chairman, opened a meeting of the Community Preservation Committee at the Pembroke Town Hall in Room 13 at 7:30 PM on Thursday, September 24, 2015. Other members present were Ms. Diane Beauchesne, Ms. Carolyn Crossley, Ms. Lisa Cullity, Mr. Stephen Herrmann, Mr. Matthew Norton and Mr. Paul Whitman. Also in attendance was invitee, Mr. John McKeown, Executive Director of the Pembroke Housing Authority.

The chairman introduced Ms. Lisa Cullity and Mr. Matthew Norton to the other committee members, as this was their first attendance at a CPC meeting as members.

The chairman then asked for discussion regarding the draft meeting minutes of August 27, 2015, which were submitted to the committee for review and approval by the administrative assistant. There was no discussion; therefore,

Upon motion made by Mr. Paul Whitman and seconded by Ms. Diane Beauchesne, it was –

VOTED: To accept and approve the meeting minutes, as printed, of August 27, 2015.

Ms. Diane Beauchesne, Ms. Carolyn Crossley, Mr. Stephen Herrmann, Mr. Brian Van Riper and Mr. Paul Whitman were in favor of the motion. Motion passed.

The chairman then moved discussion to the final bills submitted for payment submitted by Mr. John McKeown, Executive Director of the Pembroke Housing Authority. Mr. McKeown introduced himself, gave an overview of the intercom project and the positive impact it has had on the housing developments. The chairman asked the members if they had questions for Mr. McKeown or any general statements they would like to add. There was no discussion; therefore,

Upon motion made by Mr. Paul Whitman and seconded by Ms. Lisa Cullity, it was –

VOTED: To accept and pay the invoices submitted by Mr. John McKeown as follows: Pembroke Housing Authority - \$6,075.00; John Murphy Electrical - \$12,500.00; and Systems Contracting, Inc. - \$22,292.57.

Ms. Diane Beauchesne, Ms. Carolyn Crossley, Ms. Lisa Cullity, Mr. Stephen Herrmann, Mr. Matthew Norton and Mr. Paul Whitman were in favor of the motion. The chairman was present, but did not vote. Motion passed.

The chairman then moved discussion to the committee's budget. He explained that the committee is in receipt of roughly \$2.4M to date. Monies spent on completed projects total \$929,009.23; projects approved, but not yet completed total \$1,338,850.00; setting aside the FY16 estimate of funds in the amount of \$320,000.00, the projected unreserved fund balance is \$217,473.54.

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There was then discussion regarding the next meeting to be scheduled for the committee. Members agreed that a meeting should be held on Thursday, November 12, 2015, unless pressing matters arise in the interim, and to invite Ms. Kathleen McCarthy and Mr. Edwin Thorne to answer questions about the proposed dredging project.

There being no further discussion or votes, the meeting adjourned at 8:23 PM.

Respectfully submitted,

Rachel Michael, Administrative Assistant
Community Preservation Committee