

**TOWN OF PEMBROKE  
MASSACHUSETTS**

**COMMUNITY PRESERVATION COMMITTEE**

**MEETING MINUTES**

**February 18, 2016**

Mr. Brian Van Riper, Chairman, opened a meeting of the Community Preservation Committee at the Pembroke Town Hall in Room 13 at 7:32 PM on Thursday, February 18, 2016. Other members present were Ms. Carolyn Crossley, Ms. Lisa Cullity, Mr. Stephen Herrmann, Mr. Matthew Norton and Mr. Paul Whitman. Absent from the meeting was Ms. Diane Beauchesne. Also in attendance were Mr. David Cedrone of WATD and Ms. Rachel Michael, Administrative Assistant.

The chairman presented a final invoice submitted by Christopher Burgess of The Burgess Company for roof repair at the Pembroke Historical Society building. He asked if there was discussion regarding the final bill or the project itself - there was no discussion; therefore,

Upon motion made by Mr. Stephen Herrmann and seconded by Ms. Lisa Cullity, it was –

**VOTED:** To accept and pay the final invoice, in the amount of \$2,145.00, submitted by Mr. Burgess.

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 on the motion. Motion passed.

The chairman then presented a final invoice submitted by Ms. Susan Roche, Recreation Director, on behalf of Stewart Fencing Company for the installation of a safety guardrail and gate at the JJ Shepherd Field. He asked if there was discussion regarding the final bill or the project itself - 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 final invoice, in the amount of \$7,591.00, submitted by Ms. Roche on behalf of Stewart Fencing Company.

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 on the motion. Motion passed.

The chairman then asked for discussion regarding the draft meeting minutes of January 21, 2016, which were submitted to the committee for review and approval by the administrative assistant. There was no discussion; therefore,

Upon motion made by Ms. Lisa Cullity and seconded by Mr. Stephen Herrmann, it was –

**VOTED:** To accept and approve the meeting minutes, as printed, of January 21, 2016.

Ms. Carolyn Crossley, Ms. Lisa Cullity, Mr. Stephen Herrmann, Mr. Matthew Norton and Mr. Brian Van Riper were in favor of the motion. Mr. Paul Whitman abstained from the vote, due to absence from the January 21 meeting. Motion passed.

Discussion was then moved to the anticipated Lage Preserve (Michelle's Meadow) land purchase. The chairman informed the committee that he discussed with the town administrator the option of recouping CPC funds if no action is taken to execute a purchase and sale agreement with the current landowner by a date determined by the committee. After discussion about potential dates and

Upon motion made by Mr. Stephen Herrmann and seconded by Mr. Paul Whitman, it was –

**VOTED:** To require a fully executed purchase and sale agreement for the acquisition of the land known as the Lage Preserve/Michelle's Meadow by August 1, 2016. If this requirement is not met by August 1, the funds shall returned to the Community Preservation Committee.

Ms. Carolyn Crossley, Ms. Lisa Cullity, Mr. Stephen Herrmann, Mr. Matthew Norton, Mr. Brian Van Riper and Mr. Paul Whitman were in favor of the motion. Motion passed.

Following the vote, the chairman moved discussion to the newly submitted applications for CPA funding. Mr. Matthew Norton, CPC member representing the Recreation Commission, informed the committee that the application submitted by Ms. Susan Roche for gates at the JJ Shepherd Town Forest are necessary to prevent public access to the park during afterhours. This is part of a multipronged attempt to bring to an end to the ongoing vandalism of the field by unidentified individual(s). There was no further discussion; therefore,

Upon motion made by Mr. Stephen Herrmann and seconded by Ms. Carolyn Crossley, it was –

**VOTED:** To recommend Ms. Roche's application for consideration by town meeting and to approve \$2,518.00 (from FY17 recreation revenue) in funding for the project.

Ms. Carolyn Crossley, Ms. Lisa Cullity, Mr. Stephen Herrmann, Mr. Matthew Norton, Mr. Brian Van Riper and Mr. Paul Whitman were in favor of the motion. Motion passed.

The chairman then moved discussion to the proposal submitted by Ms. Roche for repairs to the Harry M. Woods Memorial Bandstand in the town center. Project scope includes replacement of rotting beams. There was no discussion regarding the application; therefore,

Upon motion made by Mr. Paul Whitman and seconded by Mr. Stephen Herrmann, it was –

**VOTED:** To recommend Ms. Roche's application for consideration by town meeting and to approve \$4,500.00 (from FY17 recreation revenue) in funding for the project.

Ms. Carolyn Crossley, Ms. Lisa Cullity, Mr. Stephen Herrmann, Mr. Matthew Norton, Mr. Brian Van Riper and Mr. Paul Whitman were in favor of the motion. Motion passed.

The chairman then asked the committee to consider the application for funding submitted by Mr. John McKeown, Executive Director of the Pembroke Housing Authority. The application is a request for funds to satisfy the final bills for the Mayflower Court Intercom project. The original account for the project was

closed prematurely; therefore, a new application is required to redistribute the funds necessary to finalize the project. There was no further discussion; therefore,

Upon motion made by Ms. Lisa Cullity and seconded by Mr. Matthew Norton, it was –

**VOTED:** To recommend Mr. McKeown's application for consideration by town meeting and to approve \$12,411.67 (from FY17 housing revenue) in funding for the satisfaction of final bills.

Ms. Lisa Cullity, Mr. Stephen Herrmann, Mr. Matthew Norton, Mr. Brian Van Riper and Mr. Paul Whitman were in favor of the motion. Ms. Carolyn Crossley abstained from voting. Motion passed.

There was then discussion regarding the next meeting to be scheduled for the committee. Members agreed that a meeting should be held on Thursday, March 3, 2016 at 7:30 PM.

There being no further discussion or votes, the meeting adjourned at 8:19 PM.

Respectfully submitted,

Rachel Michael, Administrative Assistant  
Community Preservation Committee