

## Community Preservation Committee

April 21, 2022

Meeting called to order at 6:59PM

Present: Allen Hanson, Rita Farrell, Elaine Puleo, Linda Avis Scott, Matteo Pangallo, Michael DeChiara  
Henry Geddes,

### MINUTES

1. Review minutes of last meeting on 3/17 - 4 friendly editing amendments from Allen. Motion to approve by Farrell, seconded by DeChiara. Farrell, Scott, Pangallo, DeChiara aye, Puleo, Geddes abstain. Motion passes

2. Discuss 6 warrant articles for town meeting

Article 1 Funding the 3 CPC accounts (\$5100 to Open Space, \$5100 to Historic Resources, \$5100 to Community Housing and \$32,000 to CPF budgeted reserve

Article 2 Funding administrative funds - \$2500

Article 3 Restoration of historic mile guideboard. - \$10,000 – to be presented by Henry

Article 4 Ames Pond Project - \$20,000 – to be presented by Henry

Article 5 Pearson Land Acquisition Lot R-15. \$50,000 – to be presented by Henry

Article 6 Moving of the community garden location – no extra funds appropriated – to be presented by Elaine

3. Vote on Warrant Articles

Article 1. Farrell motion to approve, Puleo second. Motion passed unanimously.

Article 2. Farrell motion to approve, DeChiara second. Motion passed unanimously.

Article 3. Farrell motion to approve, Scott second. Motion passed unanimously.

Article 4. Farrell motion to approve, DeChiara second. Scott, Puleo, Farrell, Geddes, Pangallo, DeChiara aye, Hanson recused. Motion passed

Article 5. Farrell motion to approve, Puleo second. Scott, Puleo, Pangallo, DeChiara, Geddes, Farrell aye, Hanson recused. Motion passed

Article 6. Farrell motion to approve, Geddes second. Scott, Puleo, Pangallo, DeChiara, Geddes, Farrell aye, Hanson recused. Motion passed

4. Discuss/Review changes to CPC Grant Termination Policy (attached)

Significant changes were made to the policy and therefore vote on the policy was postponed to our next meeting on June 16<sup>th</sup>.

5. Discuss committee chair position- Allen is dropping off and Michael will no longer be on the committee as of the new fiscal year. Allen is tendering his resignation from the chair position as of May 21, 2022.

Rita makes a motion and DeChiara seconded that Matteo Pangallo be appointed chair as of May 21, 2022. Motion passed unanimously.

Motion to adjourn by Farrell seconded by DeChiara. Motion passed unanimously.

Meeting adjourned at 8:03PM  
Next meeting scheduled for June 16, 2022

## **CPC Policy for Failure to Comply with Grant of Funds, Grant Agreement or Grant Proposal Termination of Grant**

The purpose of this policy is to set out the rules and process that will be followed when any recipient of Community Preservation Act (CPA) Funds fails to follow the conditions of the grant agreement, accepted grant proposal or this policy regarding the grant of funds.

All recipients of CPA Funds shall comply with the CPA Grant Agreement entered into by the recipient and the Town of Shutesbury, the accepted grant proposal and this Policy.

Grant funds shall be expended as agreed to by the recipient and CPC within three years of receipt of the funds unless an extension is granted by the CPC for cause. If an extension is desired, the grant recipient shall petition the CPC at least thirty (30) days prior to the termination of the three years. The CPC shall recommend to the Selectboard if the grant completion time should be extended. The Selectboard shall notify the recipient in writing if the grant completion time is extended.

In the event that a Shutesbury CPA funds grantee fails to fulfill its obligations either under the terms of the CPA grant agreement or as described in the recommended CPC grant proposal, as determined by the CPC, the committee may, at its sole discretion, provide written notice by certified mail or hand delivery, to the listed grant contact, notifying said grant contact that unless they come into compliance with all terms of the grant agreement and/or proposal, said grant of funds will be recommended for termination. If the issues identified by the CPC as unfulfilled obligations are not cured to the satisfaction of the CPC within forty-five (45) days after receipt of said written warning, or if not able to be cured within forty-five (45) days, significant steps toward curing are not taken within forty-five (45) days and prosecuted to completion in a reasonable amount of time, the CPC shall have the right to recommend termination of the grant to the Selectboard and Town Meeting.

Upon receipt of a termination notice, the grantee shall cease to expend any further grant proceeds on the project unless the termination notice is rescinded in writing.

A majority vote of Town Meeting shall be required to terminate a CPC grant agreement.

Upon termination of the grant agreement, the Town shall be free to pursue any rights or remedies pursuant to the grant agreement or at law, including without limitation, recapture of unobligated funds and obligated funds already expended for the project.

It is the sole responsibility of the grant contact person to provide the CPC with an up-to-date mailing address and contact information. If there is a change in the grant contact information, it is that person's responsibility to provide contact information for the replacement grant contact within fourteen (14) days of any change. Failure to do so resulting in non-delivered mail will not be a reason for extending any time deadline and will be a breach of the grant agreement.