**Community Preservation Committee**

**December 17, 2015 Meeting Minutes**

Held at Shutesbury Town Hall Technology Room

Meeting opened at 6:02 p.m.

Members Present: Donald Fletcher; Leslie Bracebridge; Michael Vinsky; Linda Avis Scott; Rita Farrell; and Susan Essig

Members Absent: James Aaron

Guest: Chris Footit, Representative of the Shutesbury Community Church

Minutes from the 9/17/15 and 12/3/15 meetings were accepted as written.

Subjects Discussed:

(1) Background discussion from the 12/3/15 meeting re: the overall eligibility of the first floor accessibility project proposed for CPA funding by the Shutesbury Community Church. Additional information was requested and provided by the Community Preservation Coalition about the eligibility of projects proposed for privately owned churches and those that involve complying with eligibility standards for accessibility. The need for additional information, and possibly for a legal opinion by town counsel, necessitated this evening's meeting.

(2) The information provided by the Community Preservation Coalition was reviewed and discussed. Links to these and other resources were provided to the applicant. The Shutesbury CPC also reviewed the evaluation criteria for proposed projects, including those for privately owned historic buildings. CPC members asked several questions to the proposal applicant. Examples include:

(a) Is there a deed restriction on using the church only for religious purposes?

b) What would be required for the Church septic system if accessibility modifications were made to the bathroom?

c) Is there sufficient space for an access ramp on the footprint of the property that belongs to the church?

(3) The CPC discussed potential improvement for the scheduled of submission of future applications for proposed projects. These revisions will be discussed during the annual debriefing for this fiscal year.

Votes Taken:

(1) The CPC voted that the proposed project for first floor accessibility of the Shutesbury Community Church is eligible for CPA funding per the criteria provided by the Mass. Department of Revenue and the additional information provided by Massachusetts Community Preservation Coalition.

(2) The CPC granted an extension for Shutesbury Community Church’s full Application for Funding proposal until 1/20/16.

(3) Minutes from 9/17/15 and 12/3/15 meetings approved.

Meeting adjourned at 7:15 p.m.

Minutes recorded by Susan Essig (12/17/2015)