

APPROVED – NOVEMBER 8, 2016

Town of Marshfield Community Preservation Committee

Open Meeting Minutes

October 12, 2016

CPC Members in Attendance: Tim Russo, Bert O'Donnell, Kevin Cantwell, Michele Campion, Mike Bilas.
Absent: Kerry Richardson. Others in Attendance: Brian Wall.

Open Meeting

MOTION: Kevin Cantwell made a motion to open the meeting at 7:11 p.m. Second by Michele Campion.

Minutes

MOTION: Tim Russo made a motion to accept the Open Meeting Minutes of September 12, 2016. Bert O'Donnell, second. All in favor. Absent: Kerry Richardson. Minutes approved.

FY18 Applications

- Carolyn Shanley, CPC Administrator gave an overview of the 16 project applications that were submitted. The application requests total approximately \$2.3 million with four project amounts still outstanding.
- Mike Bilas said the current request for trail signage does not include installation which might take the DPW or volunteers about 3-4 hours per kiosk.
- Kevin Cantwell said the Trails committee should get pricing to install the kiosks.
- Kevin Cantwell said he would prefer we not always depend on the DPW as they don't have the people to do all this extra work. He said If DPW can do it fine but we should not count on them
- Kevin Cantwell said there is a possible donation of a flag pole pending.

Senior Center Consultant Payment Request

- Carol Hamilton said the consultant being used for the Senior Center Athletic Project has incurred \$2,100 in costs for preparation of the CPC application and next design phase.
- Carol Hamilton asked if this expense can be paid by CPC.
- Mike Bilas said we should be careful about paying a contractor with CPA funds for them to make a presentation before the CPC. Mike Bilas said if we pay something like that other groups could come forward to ask fund for preparing their proposals.
- Kevin Cantwell said CPC had requested the group use a consultant for the project to link all the phases and this is a legitimate expense and it is not coming from administrative costs.
- Carol Hamilton said she did not want to submit the invoice if it wasn't a covered expense.
- Carolyn Shanley said there are still funds available from the first phase of the project which is linked to the second and third, and can be used.

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- Kevin Cantwell said it is a legitimate expense and due to the expense of some of these big projects, they must be done in phases.

MOTION: Kevin Cantwell made a motion to fund \$2,100 out of the remaining Phase One Senior Center Walking Path project costs to pay for the consultant to prepare the application to link the next phase of the project. Second Michele Campion. Roll call: Bert O'Donnell, yes, Michele Campion, yes, Tim Russo, yes, Kevin Cantwell, yes. Mike Bilas, yes. Absent: Kerry Richardson. All approved. Motion passes.

MOTION: Kevin Cantwell made a motion to adjourn the meeting at 7:54 p.m. Tim Russo second. Roll call: Bert O'Donnell, yes, Michele Campion, yes, Tim Russo, yes, Kevin Cantwell, yes. Mike Bilas, yes. Absent: Kerry Richardson. The Open Meeting adjourned at 7:54 p.m.

Respectfully submitted,

Carolyn Shanley, CPC Administrator