

Town of Chelmsford
Community Preservation Committee
50 Billerica Rd.
Chelmsford, Ma 01824

**Meeting MINUTES
May 15, 2019**

Meeting Location: Town Offices, 50 Billerica Rd., Chelmsford, Ma Room 204

Committee Members Present: Gary Persichetti, Connie Donahue, Evan Belansky, Emily Antul, Henry Parlee, Judy Carven, V Chmn. and Linda Prescott, Chmn.

Not Present: Sandi Martinez, April Mendez

Grant requests:

Town Clerk, Tricia Dzuris provided a presentation on the multiphase preservation project of Town Clerk Records. Due to the state's mandated record retention mandate, the Clerk's Office must preserve many old and often frequently used records. Therefore, to assist with the project a request was made for \$20,000.00. The Town Clerk has already secured a \$7000.00 match.

Motion to grant \$20,000.00 for the restoration of Town Clerk records from the undesignated account was made by Ms. Carven, seconded by Ms. Donahue and the motion passed.

The Director of the Cemetery Department, David Boyle, presented a grant request for the second phase of the stone wall restoration at Fairview Cemetery. Mr. Boyle gave a description of the completed first phase and discussed the proposed second phase, the restoration of a 650 ft. stone wall from the main gate to the "house gate". Mr. Boyle invited the committee to visit Fairview to inspect the completed work.

Motion was made by Ms. Carven to close the balance of the first phase account and to grant the request for \$17,000.00 for the undesignated account. Motion was second by Ms. Donahue and was passed.

Minute Approval: postponed to the next meeting.

Payment Approvals: none

Committee Updates:

Ms. Prescott updated the newly seated committee on the Master Plan Committee.

Ms. Antul reported the Select Board is discussing having every town committee and board create a town support statement.

Ms. Donahue stated that David Hedison, Director of Affordable Housing, will be attending the June meeting for a grant request for Briannalynn. Private funding for the restoration project was not approved.

Ms. Prescott stressed the importance of attending the June meeting, the August meeting for warrant article approval and the September meeting for Darlene Lussier, Town Account's visit. Once again, if you cannot make a posted meeting, please notify the chair.

The meeting was adjourned at 6:51 pm by a motion from Ms. Carven and seconded by Ms. Donahue.

Next meeting: June 19, 2019

Respectfully submitted,
Linda Prescott

All documents referenced in the minutes are on file with the Committee