

# Longmeadow Community Preservation Committee

Date: February 16, 2022

Time: 7:00 p.m.

Location: Hybrid Public meeting-- Longmeadow High School Room A15

Approved as corrected at the May 18, 2022 meeting

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## Longmeadow Community Preservation Committee Minutes of February 16, 2022

Present: John Bresnahan, Linda Glenn, William Harbison, Don Holland, Ron Manseau, Dave Marinelli, Arlene Miller, and Steve Weiss.

Absent: Jeff Rintoul

Guests: Bianca Damiano, Administrative support for CPC  
Tom Ewing: Longmeadow Building Committee

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**1. Approval of minutes from the January 27, 2022 CPC Meeting:** A motion was made by William Harbison and seconded by Ron Manseau to approve the minutes from the January 27, 2022 meeting as presented. A roll-call vote was taken and the motion passed unanimously.

### **2. Report from the Chair:**

a. Chairman Weiss reported that all of this year's applicants have been notified by the Chair about the approval or lack of approval of their projects.

b. The Chairman Weiss also reported that he has submitted both the CPC annual report as well as the 2022 CPC articles for the May Annual Town meeting warrant to the Town Manager's office.

### **3. Review of Outstanding Projects:**

- **Application 2020-7: Storrs Library Roof Replacement-Phase #2: Final Report:** This final report was submitted by Nick Georgantis. The committee reviewed the report. A motion was made by William Harbison and seconded by Linda Glenn to approve the final report with the stipulation that the excess money from the project (\$36,737) be returned to the CPC pot from which it came. A roll call vote was taken and the motion passed unanimously.
- **Application 2020-6: Library carpet was discussed.** No final report was submitted because one additional bill needed to be finalized.
- Bianca reported that March 31<sup>st</sup> is the due date for the next round of quarterly reports. It was noted that all outstanding projects require regular quarterly reports. However, it was agreed that since these reports are mostly progress reports, the committee would only focus on particular reports that might need our attention.

### **3. Discussion of Possible new Procedures for Next Year:**

a. **Question:** Should the committee move the application due date up from the first week in December to a time in October or November? The discussion revolved around the idea that the

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committee could use more time to review, analyze and discuss the application before the late January deadlines. After an extensive discussion it was the consensus of the members that the deadline for submitting the applications should be moved up. No definitive date was voted on but early November seemed to be the time frame with consensus.

b. **Question:** Should we alter the quarterly report requirement to semi-annual or some other configuration? Bianca shared that the current requirement for quarterly reports helps her and the applicant to keep moving forward. The report is not extensive but acts as a reminder to all that things needed to move toward completion. The committee does not invest a great deal of time on these reports unless there is a problem, which Bianca would flag. The consensus was to make no change to the quarterly report requirement.

c. **Question:** Should the CPC take a more active role in promoting housing related projects? Dave Marinelli shared several thoughts about this question. He helped the committee think through a process, which might include partnering with both the Longmeadow Housing Authority (HA) and the Springfield Habitat for Humanity. Committee members voiced support for this concept and encouraged Ron, a member of the HA, and Dave, a candidate for an open position on the HA, to work with the HA to bring forth ideas to the CPC to consider for affordable housing projects.

d. **Question:** Should the CPC institutionalize a requirement in the project application saying each project must be signed off on by the appropriate town department head? After considerable discussion, it was agreed by consensus that there is already language in the application asking about the extent of town department involvement in each project. In addition, the committee, during the analysis stage of their review, discusses the involvement issue with each applicant and with the various department heads. That discussion is an important and worthwhile part of the committee's deliberation. It was agreed by consensus that no change needs to be made at this time.

No date was set for our next meeting. The Chairman suggested that we might decide to meet in advance of the Annual Town Meeting in May.

A motion was made by Don Holland and seconded by John Bresnahan to adjourn the meeting at 8:42. The motion passed with a unanimous roll call vote.

Minutes taken by Arlene Miller