



TOWN OF UPTON, MASSACHUSETTS

Community Preservation Committee

Meeting Minutes – Wednesday August 2, 2023 – Remote Meeting (Teams)
To: Members of Community Preservation Committee
CC: Denise Smith,
From: Grace Brownell

Members Participating:

Chair: Paul Carey

Members: Mike Penko, Christine Scott, Joan Scribner, Brittany Besler, & Russ Wood

Absent: Rick Porter

Administrative Assistant: Grace Brownell

7:00 Remote Meeting Opened.

GENERAL BUSINESS:

Approve Previous Minutes (April 5, 2023)- *The Chairman motioned to approve minutes as amended. Joan Scribner seconded. All present voted in favor by roll call vote. (3-0)*

AGENDA ITEMS:

7:00p.m- Lakes and Ponds Update

- Mike Penko provided a brief status update from the Lakes and Ponds Committee (LPC). As of April, the water quality and sediment testing for Pratt and Mill Ponds is underway. LPC is working on phase two scope, to be included on the Fall 2023 Town Meeting Warrant.
- The Chairman inquired about the scope of work. Mr. Penko noted scope will entail data analysis and a management plan.
- Mr. Penko inquired if CPA funds could be used for the purchase of equipment and analytical services for field sampling.
- In reviewing the CPA project database, Mr. Carey confirmed CPA funds can be used for the purchase of equipment.
- *Brittany Besler joined at 7:07p.m.*
- *Lake and Ponds discussion continued until September 6, 2023.*

- Mr. Penko provided additional update for The Land Stewardship Committee (LSC). LSC was not approved for the trail grant for the Robertson Trail Bridge. LSC will finalize the design and acquire an additional cost estimate. At that point, LSC may reapply.

7:10p.m- Review of CPA-3 Report.

- The Committee briefly reviewed the fiscal year 2023 CP-3 Report.
- Mr. Penko noted the fund amount needs to be adjusted to for the Mechanic Street acquisition.

7:20p.m- Review of CPC Website

- The Administrative Assistant requested input for changes to the new website, scheduled to go live September 1, 2023. The committee requested the following changes to be reflected on the CPC webpage:
 - Update the “Funded Projects” page to reflect all missing projects. Projects shall be listed in chronological order with the date on which they were approved at the Town Meeting. Hyperlinks and photos will be integrated.
 - Change title of the “Upton’s Community Preservation Act” page to reflect “Community Preservation Act”.
- The Administrative Assistant will acquire the necessary photos and materials from CPC members.
- Russ Wood joined at 7:34 p.m. and made comment that the DPW is doing a great job at maintaining the first burial grounds.

7:36p.m adjourned.

Minutes approved on: 09/06/23 remote meeting

Paul Carey Christine Scott

Joan Scribner Mike Penko

Russ Wood Pick Porter

Brittany Belser