

**Agenda** 7-27-11

Review, approve minutes

Review and discuss schedule for soliciting and reviewing applications, FY 2012

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**Draft** Community Preservation Minutes of the Meeting of June 22, 2011

Present: Sean Conley, Lesley Eaton, Glenn Hearn, Dale Julier, Susan Phelps, and Tony Nevin, Admin. Asst.

Lesley called the meeting to order at 5:33.

The minutes of May 25, 2011 were reviewed, amended, and approved unanimously.

The CPC reviewed the following invoices:

W.T. Church engineering studies, \$1,991.88. Susan moved approval, Dale seconded, and the motion passed unanimously.

Mill Pond environmental studies, \$1,925.88. Dale moved approval, Glenn seconded, and the motion passed unanimously.

Rental assistance program, \$7,523 (July) and \$7523 (August). Sean moved approval, Glenn seconded, and the motion passed unanimously.

The CPC reviewed Tony's performance as Administrative Assistant during FY 2011. Susan moved that he be recommended for a retroactive step increase, Sean seconded, and the motion passed unanimously.

The CPC discussed whether to encumber administrative funds to cover closing costs, surveys, and other legal or administrative expenses relating to the acquisition of the Maley property. Having consulted with Sean and Dale, Tony recommended that \$6000 be encumbered for these purposes, and presented a draft memo asking Bruce Stone to encumber the funds so that they will remain available after the end of FY 2011. Sean moved that \$6000 be encumbered, Dale seconded, and the motion passed unanimously with Lesley abstaining.

Tony reported that he had discussed the Helm Loan Fund with Ewell Hopkins. Ewell stated that no West Tisbury residents are likely to need these funds in the next few years. Tony noted that the funds can be used for residents of other towns because the warrant article specified preference for but not restriction to WT residents. Ewell will advise the CPC when such needs are likely to arise. Glenn noted that a need may arise for affordable housing at Crow Hollow in WT, currently being planned.

The meeting was adjourned at 6:10.

Respectfully submitted,

Tony Nevin  
Administrative Assistant