



TOWN OF EAST LONGMEADOW  
**COMMUNITY PRESERVATION COMMITTEE**  
 Zoom Meeting  
 East Longmeadow, MA 01028

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Chair Jonathan Torcia, Planning Board, Chair

Lynn Booth, Housing Authority  
 Ralph Cooley, Historical Commission  
 Frances Corgnati, Conservation Commission  
 Brian Davis, At-Large

Thomas O’Brien – Board of Public Works  
 Thomas Kaye, Recreation Commission  
 Anthony Zampiceni, At-Large  
 VACANT – At-Large

MINUTES

Thursday, May 6, 2021 6:30 p.m.  
 Via Zoom

**Present:** Chair Jonathan Torcia, Lynn Booth, Ralph Cooley, Frances Corgnati, Brian Davis, Thomas Kaye, Anthony Zampiceni

**Absent:** Thomas O’Brien

**Also Present:** Stuart Saginor – Community Preservation Commission, Alison Sawyer

**CALL TO ORDER:**

Chair Torcia opened the meeting at 6:30 p.m and Chair Torcia communicated who else was in attendance.

**APPROVAL OF PREVIOUS MEETING MINUTES:**

**Motion:** Lynn Booth made a motion to approve, seconded by Brian Davis, the April 8, 2021 meeting minutes. The results were to approve unanimous in favor with the addition of a last name on one of the CPC applicants.

**PRESENTATION BY CPC REP:** STUART SAGINOR provided an overview of the bonding process under CPA. Borrowing is permitted under CPA, however, there are additional steps to be taken by the Town when bonding for projects in addition to the process for a smaller CPC project.

Stuart suggested created a “Bonding Capacity” spreadsheet to guide for future planning. This would be updated annually. Stuart will share a template that the Town can use. Stuart went through a list of items that should be included in the Order when going to Town Council. These include mention “under authority of Ch 44b”; should include miscellaneous costs, bond term, can fund with multiple funding sources (existing funds + bond for the balance), and no subsequent ballot election required (the final approval is the Town Council). The CPA bonding costs can be included in the bond.

CPA is limited to “outdoor recreational facility” and it has to be a capital improvement (affixed to a land). It’s for “Open Space” so anything that’s as close as possible to its outdoor space.

Stuart recommends spending reserve funds down first, before using undesignated.

CPA is generally for capital improvements vs. maintenance/operating expenses. The definitions section will provide greater details as to definition, so review those and do not fund maintenance. Painting was used as an example – it is gray. If it's something that's done every 10 years, that's maintenance. If it's not regularly scheduled, or there's a reason the paint failed (moisture), or it's being done with rehabilitation (rotted trim) work on a building that also requires painting. This will typically be found in the historic category.

Stuart will send the presentation and the Bonding Capacity spreadsheet.

#### **UPDATE ON PREVIOUS APPLICATIONS:**

- *Norcross Carriage House* – the Town Council approved this project
- *Pickleball Nets* – the Town Council approved this project
- *ELHS Track Resurfacing* – there was a vote at the Town Council to fund the project, then there were questions around source of funding (after the vote). The committee will go back to the drawing board and Chair Torcia will discuss with the Town Finance Director.
- *Pine Knoll Playground* – this was put on hold by the Town Council as the DPW does not currently have the capacity. There is also potential grant funds that could be used toward this project.
- *Withdrawal of Heritage Park Funding* – the Town Council approved the withdrawal of funds

Chair Torcia is working on the funding for the previously approved projects as well. He'll discuss this with the Finance Director.

#### **NEW BUSINESS**

- CPC Draft Master Plan
- CPC Community Outreach

#### **AGENDA FOR NEXT MEETING:**

1. Approve remaining unapproved meeting minutes, the first Thursday, June 3 at 6:30pm
2. Discuss the Master Plan

There was a motion by Tom Kaye to adjourn and Frances Corgnati seconded. No discussion. Unanimous vote to adjourn.