



# City of Westfield

## COMMUNITY PRESERVATION COMMITTEE

Community Preservation Committee Meeting Minutes  
April 21, 2021

*Pursuant to Governor Baker's March 12, 2020, Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the City of Westfield CPC was conducted via remote participation. Specific information was provided on the City of Westfield website at [www.cityofwestfield.org](http://www.cityofwestfield.org). For this meeting, members of the public who wished to listen to the meeting were advised to do so by tuning into Channel 15 or online at [westfieldtv.org](http://westfieldtv.org). No in-person attendance of members of the public was possible.*

Members attending:   
Members absent:

Staff attending:

Thomas Sharp   
Cynthia Gaylord   
Daniel Kelly  @ 5:02  
Joe Muto   
William Porter   
Michael Tirrell   
Richard Salois

Jay Vinskey   
Christine Fedora

With a quorum, Chairman Sharp called the meeting to order at 5:00, and the above attendance was taken by Roll Call vote introduction

### 1. Review of New/Pending Applications

- Various City Monuments & Gravestones (Historic) - \$89,000
- Pine Hill Cemetery Monuments & Gravestones (Historic) - \$39,500

Chair Sharp stated he came away comfortable following the previous meeting in regards to the bidding requirements, however, there was a procedural hang up on historical designation which the Committee felt should be finalized prior to voting on these requests, that is why the CPC is holding this special meeting to make sure the procedures are handled correctly.

Planner Vinskey noted in order to be eligible for CPA the monuments have to have a historically determination of significance by the Historical Commission, he noted the email received from the Historical Commission Chair (Cindy Gaylord) stated they found the items were of historical value, but it did not actually state they were "significant." After a brief discussion Chair Sharp felt it would be OK as the request was sent back to them and they were made aware of the CPC concerns. Chair Sharp

endorsed it wholeheartedly and was not hung up on the issue of the determination, member Salois agreed. No other exceptions were taken.

Chair Sharp noted there are 2 separate applications before the Committee and asked if anyone wanted to review the numbers again or if they are comfortable with the bids/costs. Member Tirrell noted he felt the CPC had plenty of time to review and was satisfied with the work done to receive the quotes.

Planner Vinsky added public money on public property requires certain procurement processes that must be followed, he further noted some are private gravestones that are on city land.

Member Salois felt Mr. Theroux can work with the purchasing department. Chair Sharp asked if there were any additional comments? No additional comments from the Commission.

Chair Sharp noted he is seeking a motion for the \$89,000 and \$39,500 to proceed with projects (City properties monuments and Pine Hill Cemetery, respectively) Gene Theroux put in front of the commission, as described in the application.

Member Salois MOTIONED, seconded by Member Tirrell to approve the \$89,000.,and the \$39,500. Planner Vinsky noted they would be 2 different accounts as one is private and one is public.

Planner Vinsky also stated that typically a historic restriction would be required when funding private property (Pine Hill Cemetery). He asked if the CPC wished to condition that, or if the nature of the cemetery use was a sufficient protection. The Committee did not see a need for imposing a formal restriction.

Chair Sharp asked if there was any further discussion? None heard.

By Roll Call vote:

Daniel Kelly	-	yes
William Porter	-	yes
Mike Tirrell	-	yes
Richard Salois	-	yes
Thomas Sharp	-	yes

2. Other Business/Future Agenda Item. None

The meeting was adjourned at 5:11 following a motion by Member Tirrell, seconded by Member Kelly.