



JOSEPH A. CURTATONE
MAYOR

CITY OF SOMERVILLE, MASSACHUSETTS
COMMUNITY PRESERVATION COMMITTEE
CPA ANNIVERSARY & CPA CITIES CONFERENCE
SUB-COMMITTEE



MINUTES
JULY 5, 2017

MEMBERS
Uma Murugan, Chair
Dick Bauer
Jessica Palacios Yamakawa

STAFF
Kristen Stelljes

The Community Preservation Committee's (CPC) sub-committee to organize the CPA Anniversary celebrations and the CPA Cities conference held a regular meeting at 5:30pm in the third floor community room at the Central Library Conference Room, 79 Highland Ave, Somerville, MA 02143. An audio recording of the meeting is available upon request.

Members Present Dick Bauer and Jessica Palacios Yamakawa, Uma Murugan was on the phone
Members Absent None
Staff Present Kristen Stelljes

Mr. Bauer opened the meeting at 5:37pm and acted as chair since Ms. Murugan was on the phone.

Agenda item 1: CPA & Cities Conference

The sub-committee agreed:

- The event will be held on Saturday, September 16 from 9:00/9:30 to 3:30/4:00. Ms. Stelljes will prepare a draft agenda.
- A keynote speech could be given to open the meeting by an expert or elected official to frame the discussion for the day
- There would be sessions to cover each of the three CPA categories with issues of implementation and outreach covered over lunch.
- Each session would begin with opening statements from a few communities and then gather challenges and ideas from the floor. The final session would allow for discussion in smaller groups.
- Ms. Stelljes will explore hiring a graphic facilitator to document the discussions, which would provide visuals to take to the Coalition's CPA conference in 2018.
- Ms. Stelljes will explore possible venues for the event including East Somerville Community School, the Kennedy School, St. Anthony's, the Armory, and Tufts.
- Ms. Stelljes will continue to explore possibilities for participants paying for their lunch.

Agenda item 2: CPA Anniversary Events

The sub-committee agreed:

- The walking tour ending at a celebration at Prospect Hill Park will be held on Saturday, September 9 with a rain date of September 10.
- Cake and drinks will be the only refreshments served.
- Ms. Stelljes will explore hiring vendors to run activities during the celebration and to create a poster for the event.
- Ms. Stelljes will explore hiring the second line band to lead a procession from the final walking tour stop to Prospect Hill Park and provide entertainment during the celebration.

Agenda item 3: Set date for next meeting

The sub-committee agreed the next meeting will be July 26, 2017 at 5:30pm at the VNA.

Meeting Adjournment

Upon motion from Ms. Murugan, seconded by Ms. Palacios Yamakawa, the Committee voted 3-0 to adjourn at 7:00.

Documents and Exhibits

1. Agenda
2. Walking tour options
3. Map of Somerville CPA sites
4. Draft CPA city survey
5. List of CPA cities
6. Minutes from June 6 meeting



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AGENDA

SUB-COMMITTEE ON CPA ANNIVERSARY AND CITIES CONFERENCE

DATE: Wednesday July 5, 2017

TIME: 5:30pm

PLACE: Central Library Conference Room, 79 Highland Ave.

1. CPA & Cities conference
 - a. Reactions to Community Preservation Coalition input
 - b. Next steps
2. CPA Anniversary events
 - a. Set date
 - b. Select walking tour sites
 - c. Discuss options for entertainment and food
3. Set date for next meeting
4. Other business

CPA Anniversary Celebration

To do:	Decision/notes
Select date and time	Possibly Saturday, September 9 with rain date of September 10
Select walking tour route	5 stops over 2.5 hours
Invite grantees to participate	
Book entertainment	
Set menu/book vendors	
Put in 311 request	
Request event/food permits	
Public safety?	
Order balloons and swag	
Invite elected	
Publicity	

CPA Walking Tour Options

	Option 1	Option 2	Option 3	Option 4	Option 5
Site 1	City Hall	Central Library	Somerville Community Corporation	Community Path	Temple B'nai Brith
Site 2	Winter Hill School	Grace Baptist Church	Community Growing Center	Henry Hansen Park	Winter Hill
Site 3*	Temple B'nai Birth/ Hoyt Sullivan	East Somerville Community School Garden	City Hall/Central Library	Temple B'nai Brith	Hoyt Sullivan
Site 4	Community Growing Center	163 Glen St.	Hoyt Sullivan/ Somerville Museum	Winter Hill/City Hall	City Hall/Central Library
Site 5	Prospect Hill Park	Prospect Hill Park	Prospect Hill Park	Prospect Hill Park	Prospect Hill Park

*Snack stop