



Office of The  
Community Preservation Committee  
Town Hall, 10 Central Street, Manchester-by-the-Sea, MA 01944-1399

Meeting of the Community Preservation Commission - CPC Master Plan Subcommittee  
January 21, 2021 - 3:00 p.m. - Virtual

<https://zoom.us/j/99470585199?pwd=aEVid01YV2xLdXZiaG9oZ3V1dk11UT09>

Meeting ID: 994 7058 5199. Passcode: 101670

Present: Sue Thorne, Ron Mastrogiacomo, Sara Oseasohn; Town Accountant Andrea Mainville  
Minutes Helene Shaw-Kwasie

Mrs. Thorne called the meeting to order at 3:00 p.m. to continue work on the update to the  
Community Preservation Master Plan

Members discussed the language and charts that had been revised to date, updating the headings  
and revising the years from FY 06-15 to FY 16-25. All percentages and dollar amounts have  
been updated. Ms. Oseasohn and Town Accountant Mainville will create charts, pie charts and  
bar graphs.

Mr. Mastrogiacomo will obtain photos from Mrs. Thorne, Town Planner Sue Brown and Ms.  
Sonja Nathan for insertion into the document.

Ms. Brown will be asked to review the Community Housing section. Ms. Oseasohn will send  
updates to Ms. Brown and Housing Trust representative Joan McDonald for their review. She  
will ask for a narrative from the Housing Trust and will send the revised pages regarding  
Housing to Mrs. Thorne.

Ms. Oseasohn will inquire if the Open Space Plan is finalized. Updates from the Open Space  
Plan will be inserted if available.

The drone project will be inserted with a link.

The next meeting will be February 4, 2021 at 3 p.m. virtually.

There being no further business to come before the Committee, Mrs. Thorne adjourned the  
meeting at 3:50 p.m.

Submitted,  
Helene Shaw-Kwasie  
CPC Clerk

Approved by the CPC on March 4, 2021  
Sue Thorne  
CPC Co-Chairman