



**COMMISSION ON THE USE OF PUBLICLY OWNED PROPERTIES
(CUPOP)
Special Meeting Minutes
Thursday, February 2, 2023 at 6 pm via Webex**

Present:

CUPOP Members: Nicole Donzello-Chair, Patti McKeon-Secretary, Alison Valsamis, Javier Aviles, Leslie Lyons (joined approximated 6:03 pm), and Lor Ferrante Fernandes (joined approx. 6:15 pm)

YouTube Meeting Video: <https://youtube.com/live/67d4JU8vn6Y?feature=share>

1. The meeting was called to order at 6:02 pm.
2. **CUPOP Procedure Flow Chart:** Chair Donzello made Commission members aware that project has been terminated as a CUPOP project, and that the Town attorney will contact Chairs of Commissions and Committees advising them of the procedure to be used when dealing with publicly owned properties.
3. **10-14 Merritt Avenue Subdivision:** Chair Donzello noted that the draft memo relating to 10-14 Merritt Avenue subdivision was distributed to CUPOP members, and that the memo is posted on the Town website (under meeting materials on CUPOP's page) for public access. The memo reflects CUPOP's position relating to the subdivision as discussed at the last CUPOP meeting. Committee members reviewed the points of the memo paragraph by paragraph to identify any necessary corrections.

For next steps, Chair Donzello will update the memo with discussed changes and send the final version to the Board of Selectmen and TPZ. This information will be posted to the website as well.

4. The meeting ended at 6:36 pm.

Respectfully submitted: *Toni Belenski*