



**Meeting Minutes**

**Thursday February 19th, 2026**

|                    |   |   |   |                      |   |                      |
|--------------------|---|---|---|----------------------|---|----------------------|
| Committee Members: | - | <b>Scott Cavanaugh</b><br>* (with notice) | X | <b>Kira Heninger</b> | X | <b>Greg Rolland</b>  |
|                    | X | <b>Dan Rist</b> <input type="checkbox"/>  | X | <b>Mary Church</b>   | X | <b>Jay Ryan</b>      |
|                    | - | <b>John Bruner</b>                        | X | <b>Tom Peake</b>     | X | <b>Ken Iavecchia</b> |

\* Committee Chair |  Vice-Chair (x) present | (-) absent | (L) late | (r) remote

City officials: n/a

Other attendees: Burns Maxey, Sarah King, Lori Ingraham, Michael Tautznik, Katya Schapiro, Chuck McCullagh, Joanne Schmidt, Steven Stover, David Ingraham, Sarah King, Sarah Beth Aspen McAlpine, Mardi Pierson-Buell

Administrative

- Minutes: 1/15/2026  
 Ryan motioned to approve the minutes from Jan 15th, Church seconded the motion. The motion passed unanimously.
- Public speak–*opportunity to address the Committee regarding any item not listed on this agenda*
- City officials – *introductions/communication / correspondence / other related administrative items*
- Open projects updates & Account Balances Review
  - CitySpace Update  
 Burns Maxey, President of CitySpace gave a report. Construction began on August 1st. The project is tight financially and space constraints. CitySpace has been fundraising in earnest to gain a larger cushion. Maxey and Tautznik presented on the status of the project so far and the overall scope of the project. Tautznik showed the helical pilings, the original basement, showed the concrete getting pumped in, showed the wall placement, the base of the elevator shaft. Old Town Hall has 8 stained glass windows, one of the windows was removed and will be restored in order for access to occur through the window frame. The window will hang in the elevator of the building itself. The masonry of the tower has been completed. The building will be a steel building with all glass walls. Tautznik noted that they have been as mindful as possible to keep the site off the street. The decking is currently in process. Rist asked if the project is on time and on budget.

Tautznik noted that the project is back on schedule and on budget.



Iavecchia asked about inflation, Tautznik noted that this project has gone up about \$900,000 in 14 months. In 2019 this project was under \$2 mil, now its almost \$4 mil, but they don't have to worry about inflation during the life of the project. Maxey noted that CitySpace has been awarded \$3.5 mil of federal earmark, for Phase 3, with thanks to Senator Markey.

- **New business**

- Library Annex Design (\$94,250) Presentation

Lori Ingraham and Chuck McCullagh from the Library presented the CPA application to the Committee for schematic design. McCullagh noted that they need the designs to determine how to phase the project.

Mary Church asked where parking will be for the finished project. Ingraham noted that in Phase 2, all the back parking will remain. For phase 3 Ingraham noted that the engineers will develop a plan for parking. McCullagh stated it will be important to know. Katya Schapiro noted that the dream proposal cuts about half of one row, and noted the need for a large plan around parking on Main Street. Henninger asked when they will know if they got the grant from February. McCullagh noted they should know by May. If the grant doesn't come in, they will be doing additional fundraising.

Sarah McCalpain, Easthampton Library Fundraising Chair noted that they are running many community fundraising events, bringing this project to fruition for the people by the people.

Rolland asked for more information about the old library building. Ingraham stated that the vision for the building is still yet to be determined. Rist noted his support of this project and wondered if the old building could become the new Historic Society. Rist noted he will not let the building get torn down. Schapiro noted that the historic society dovetails nicely with the Library's vision of running a robust operation with an easily accessible archive.

Gerstle noted that the Community Preservation Coalition suggested that the CPA could require this project to hire a Historic Preservation consultant who is familiar with the Secretary of the Interiors Standards for Historic Rehabilitation who could identify the key historic features of the building.

Rist stated that this could be added to the Project Funding Agreement. Rolland noted he thought it was a good idea for this project.

Rist noted the vote will be on March 12th.

- FY2027 Budget Discussion



The proposed budget for Fiscal Year 2027 estimates local CPA tax revenue based on a 2.5% increase over FY25 actuals. The Round 1 state match is conservatively estimated at 15% of the local tax revenue, and Rounds 2 and 3 state matches are excluded from the budget, aligning with the committee's practice. The draft budget proposes setting aside \$115,000 for open space, which satisfies the state's 10% requirement. This is split into \$60,000 for the typical open space set aside and \$55,000 for a Conservation Acquisition Fund. This acquisition fund is intended to cover pre-development costs like appraisals and allow for rapid action on conservation acquisitions. Establishing this process would eliminate the need for the funding to go through the CPA process, finance, and City Council multiple times for certain acquisitions, saving meeting cycles. Gerstle noted that a conservation fund is noted in the CPA legislation as a possible Open Space usage for CPA funds, Gerstle is aware of the restrictions on CPA dollars and confirmed that they can proceed with this method. Ryan & Rist expressed their support for this idea. Peake stated as finance chair, small costs like appraisals shouldn't need to come in front of the Finance Subcommittee. Gerstle noted that an appraisal had already been pursued this fiscal year from the CPA admin expense account, which is a legal usage for projects related to possible CPA appropriations. This use of the admin expense budget contributed to high admin expenses this year, and appraisal costs would ideally be covered by a separate conservation acquisition fund starting July 1. The committee agreed to move on from the budget discussion and revisit it in March.

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- **Continued business**
  - 2026 Valley CDC Mortgage Subsidies (\$150,000) Follow Up Letter  
Gerstle read a letter from Sarah Sargent of Valley CDC regarding the impact of affordable housing investments, emphasizing that the impact of a single household often represents a stable home for multiple individuals, including children. The letter also highlighted the critical role of affordable home ownership, which can lead to lower monthly costs than renting for families and helps maintain the community's diversity. They suggested looking beyond a single household as a data point and instead considering the long-term community benefit and the number of individuals supported when evaluating impact.
  - Preservation Plan Draft Discussion



CITY OF EASTHAMPTON  
COMMUNITY PRESERVATION ACT COMMITTEE  
50 Payson Avenue, Easthampton, MA 01027

The Committee members had shared their comments with Gerstle ahead of time and noted that the committee had not had a preservation plan in years and is now expected to refresh it annually.

Preservation Plan Annual Meeting **March 19th, at 6:30pm** & Project Map  
Gerstle committed to providing the committee members with the raw and summarized data from the public survey ahead of the March 19th meeting. Rolland noted it is important to communicate to the public that we want their input at the meeting. It should be clear that the preservation plan is a draft and that the committee welcomes further discussion & feedback. Rolland stated that this more than a refresh, its a redraft and it's been great to put the time in this year.

**Peake motioned to adjourn the meeting. Rolland seconded the motion. The motioned passed unanimously.**