

TOWN OF STOW
Community Preservation Committee

Minutes, September 19, 2016

Community Preservation Committee Meeting

Community Preservation Committee members present: Cortni Frecha (chair), Dot Spaulding, Mike Busch (arrived at 7:44 PM), Bill Byron, Vin Antil, Ernie Dodd, Paul McLaughlin, Bob Larkin

Not Present: Rick Connelly

Admin. Assistant: Krista Bracci

Liaison: Brian Burke

The meeting began with a quorum at 7:30 PM

MINUTES

VOTE: Ernie made a motion to approve the minutes of July 29, 2016, Dot seconded. The vote was unanimous with Bob abstaining.

VOTE: Ernie made a motion to approve the minutes of August 8, 2016, Bob seconded. The vote was unanimous with Bob abstaining.

INVOICES

VOTE: Bob made a motion to approve an invoice from McGinley Kalsow & Associates in the amount of \$9,736.25 associated with the Randall Library Restoration Project, Ernie seconded. The vote was unanimous.

VOTE: Bob made a motion to approve an invoice from McGinley Kalsow & Associates in the amount of \$2,828.75 associated with the Randall Library Restoration Project, Dot seconded. The vote was unanimous.

Invoice Discussion (for the below vote):

Dot updated the committee on the Historic Property Inventory Project:

- The project is almost complete with over 200 data sheets
- They are currently looking over the material for typos
- Once changes are made the database will be sent to the Mass Historical Commission who will record the properties
- Electronic media will be given to us
- The public will be able to view the material on line and at the library

VOTE: Bob made a motion to approve an invoice from Public Archaeology Survey Team in the amount of \$18,750.00 associated with the Historic Property Inventory Project, Ernie seconded. The vote was unanimous.

Mike arrived at 7:44 pm

PINE BLUFF UPDATE

Laura was unable to attend the meeting and provided the committee with a handout indicating what has been completed thus far.

Mike gave the committee some additional information:

- The security cameras are in transit (they chose the lowest bidder)
- There has recently been trash dumped at Pine Bluffs
- The handle on a shower stall was broken
- Landscaping has not been completed because of the drought
- The lawn has been watered utilizing the lake water
- The horseshoe pit will be worked on soon by Eagle Scouts

Brian gave the committee a few suggestions:

- Place an ad in the local paper indicating what has been completed. Be sure to mention that CPA funding was used to improve Pine Bluffs.
- Update the town website with recent photos of work that has been completed.

Action Item: Krista will inform Laura of Brian's suggestions during the meeting.

DISCUSSION ON CHANGING THE BY-LAW

Cortni did not have any new updates. There will be further discussion at a future CPC meeting after she meets with Bill Wrigley and talks to the Finance Committee.

Discussion: Brian suggested that Cortni run any potential changes by the Board of Selectman. Cortni did mention that it has been difficult getting a quorum at times because the Committee is so large. There was a question about SMAHT replacing the Housing Authority and if Capital Planning should be on the committee?

Reminder: The Assessor's office has requested to be removed from the by-law. If this happens then another committee member needs to be removed to make the committee an odd number.

REVIEW GRANT AGREEMENT

Questions/Comments Raised:

Ernie: What is the purpose of the agreement? There is not enough control and may allow the applicant to do want they want with the money.

Cortni: It was intended to offer the CPC a fallback position. The CPC wanted to be able to hold the applicants to a time line. She used the Pine Bluff project as an example.

Vin: He was not 100% sure he understood the document and the purpose of having it.

Brian: He did not see the value in this and suggested talking to Kathy about it since she was the one who suggested we have a Grant Agreement.

VOTE: Mike made a motion to not move forward on the Grant Agreement, Bob seconded. The vote was unanimous.

Action Item: Krista will be sending out two Town of Maynard documents to have the committee members review to replace the Grant Agreement. They are samples of an award letter and a letter of conditions. The committee felt these may offer a better option. They will be discussed at a future meeting.

REAPPOINTMENTS DISCUSSION

It was agreed upon that Bob Larkin will not be supplying the CPC with a new reappointment letter. Other members are working on getting Krista the proper documentation.

DISCUSS ADDING AN ABUTTER'S LIST TO THE APPLICATION PROCESS

Cortni would like to see a list of abutters be supplied by the applicant during the application process. The applicant would need to pay for this document. Cortni hopes that this will elevate any potential ethical issues with the CPC members. She went on to mention that the Ethics Commission feels that an abutter has a financial stake in what is discussed or voted on. This will be discussed further at a future CPC meeting.

PROJECT UPDATES

Krista informed the committee that SCT and Kathy Sferra have requested a meeting with the CPC in executive session. The committee discussed the request and ultimately agreed to accept her request. Krista will contact Kathy to see if October 3rd will work for her and SCT. Some members wanted to make sure that she met the requirements of the Opening Meeting Law.

MEETING SCHEDULE

October 3rd and 24th
November 14th and 28th

Mike made a motion to adjourn at 8:50 PM, Dot seconded, and approval was unanimous.

Respectfully submitted by: Krista Bracci