

**TOWN OF STOW**  
**Community Preservation Committee**

**Minutes, November 9, 2020**

**Community Preservation Committee Virtual Zoom Meeting**

*Community Preservation Committee members present:* Vin Antil (Chair), Roger Zimmerman (Vice Chair), Erica Benedick, Bob Larkin, John Colonna-Romano, Ingeborg Clark, Barbara Clancy, Mike Busch

*Other Attendees:* Cortni Frecha (CPC Liaison/BOS, 7:17 pm), Mike Kopczynski (SMAHT, 7:07 pm), Dot Spaulding (Historical Commission Chair, 7:34 pm), Bill Byron (8:10 pm)

*Admin. Assistant:* Krista Bracci

The meeting began with a quorum at 7:03 pm

**MINUTES**

**VOTE:** Bob made a motion to approve the minutes of October 19, 2020 as amended, John seconded. A roll call was taken and the vote was 8-0.

Roger	Yes
Bob	Yes
Ingeborg	Yes
Erica	Yes
John	Yes
Barbara	Yes
Mike	Yes
Vin	Yes

**INVOICES**

No invoices to approve at this time.

**UPDATE ON COVID-19 RENTAL ASSISTANCE PROJECT**

Given by Mike Kopczynski from SMAHT

Mike informed the CPC members that there was an issue with the contract between SMAHT and MCO. There were two different versions signed. The Town Administrator is currently looking at the newest version. Mike is confident that it will be signed by both parties shortly. He also informed both companies that the project has been extended and has the Board of Selectman's approval for the extension. He requested that Erica inform the Finance Committee of this change.

MCO who will administer the project will be meeting with TCB (Manages Pilot Grove) to determine if they will dispense the funds by lottery or first come first serve. Mike K informed the CPC that the lottery option is more expensive. It is expected that all CPA funds will most likely be used in the first come first served method and it will be retroactive back to May. As of right now, Mike K will supply the CPC with invoices and the CPC will

make payment directly to MCO. It was also made clear that we can change the method of dispersing funds midstream if needed. MCO is very familiar with the both methods.

A total of eight applications have been received (7 from Pilot Grove & 1 other) thus far. Many have been confused why there have not been more applications. Mike explained it may be due to the State having a few programs in place (RAFT & URMA). He also did mention that individuals receiving unemployment may have just missed out with their AMI being bumped up. RAFT is 50% of AMI and URMA is up to 80% AMI, but includes mortgages. Now that individuals will need to start paying rent again there may be additional applications.

## **FURTHER PROJECT DISCUSSIONS & UPDATES**

### **Red Acre Road Community Housing Project**

Mike emailed Krista an update on 11/5/20. Krista forwarded the update to all CPC members. A copy of this email is in the project file.

#### **Key points from the email:**

- Dangerous structures have been removed from the property.
- Engineering studies have been completed.
- They are currently investigating a consultant to do market research on what type of units match the need in our region. After this is complete the next step would be working with a design firm to obtain conceptual drawings for public input meetings.
- Decisions need to be made regarding zoning and some other issues.
- The final step will be to find a developer.

#### **Items discussed during the meeting:**

- John asked if they would be requesting additional CPA funds for this year's annual town meeting. Mike K responded by saying not this year, but to keep in mind they will be asking for a significant amount to develop six or so units. He estimated around \$900,000 on the high end.
- The land still needs to be residentially zoned. This will require a meeting with the Planning Board.
- Mike K also mentioned he would like the units to echo post WWII history.

### **Lower Village Mapping Project**

Barbara (CPC), Mike (CPC) and Dot Spaulding (Historic Commission) gave individual updates on this project (see below). After a short discussion the CPC decided not to close out this project right now.

#### **What still needs to be done:**

Some grave sites still need to be completed. This means that a photo of the person and information about them still needs to be linked to the grave site coordinates and then uploaded to the webpage.

#### **Updates given:**

- Mike has offered to help Dot S with this project since her computer is having some issues. He mentioned that we have the maps, but files need to be converted to a pdf.
- Dot mentioned that she now has a volunteer to help her, but she still may need to purchase some software. She is currently looking into this.

### **West School Parking Access Project (2004)**

Krista informed the CPC that Dot S submitted a letter indicating that this project is now complete. Krista will inform the Town Accountant so that she can close out this project at year end. The balance of \$13,067.34 will be

returned to the Historic account. This project was not completely finished due to the entry door not being large enough to accommodate a wheel chair, thus no ramp could be installed.

### **WEST SCHOOL – REQUEST FOR ADMINSTRATIVE FUNDS**

An application requesting \$3,800 of administrative funds was submitted. The application can be found in the project file. These funds were requested so that the Historical Commission can hire a structural engineer to evaluate the West School and make repair suggestions in hopes of preserving the 1825 school. The Commission is not interested in changing the foot print of the school; they would like to be able to just preserve it. The handicap accessibility issue would be a separate project. Mike mentioned that the chimney and foundation have issues. Ingeborg said the first step is the feasibility study and then the Commission can make a determination on what to do from there. Barbara is hoping to find out from this study the list of priorities and cost estimates.

**VOTE:** Bob made a motion to approve \$3,800 to be spent from the consultants line found in the CPA administrative account, Mike seconded. A roll call was taken and the vote was 8-0.

Roger	Yes
Vin	Yes
Barbara	Yes
Ingeborg	Yes
Erica	Yes
John	Yes
Bob	Yes
Mike	Yes

### **NEWS & VIEWS**

- Vin informed the members that he spoke to Doug Hyde from the Town Hall Restoration Committee. Doug plans to submit a project application for construction funds to be considered for the May 2021 annual town meeting. Doug also suggested bonding some CPA funds to pay for this project. Mike was wondering why the town is unable to bond this project. One of the members mentioned hearing the Town Administrator say that is not an option since the town is at its capacity for bonding due to the high school project. Vin made it clear to Doug that there is no hurry and that the CPC has this project on their radar.

Comments made by Cortni F (Selectman who is liaison to the CPC and sits on the THR Committee):

1. They hope to sign the contract with the new architect later this week.
2. The plan is to market this project well with the town so that it will pass at the town meeting.
3. The architect suggested bonding CPA funds (Cortni mentioned that Maynard did this for one of their projects).
4. Some grant applications have already been submitted.
5. There is a plan to have a public forum.
6. The committee is slightly divided: some want to spend the money and do it right the first time and others rather try and lower the cost where they can.
7. The committee also hopes to have other funding sources to help pay for this project: fundraising, grants, CPA funds, town funds.
8. If town's people contribute to the fund raising campaign it will show the rest of the community how great this project is.
9. The cost estimate at this time is about 3.5 million and is in line with the market.

Action items:

Krista will email out a blurb about bonding from the Coalition's website to all the CPC members.

**MEETING SCHEDULE**

Monday, December 7<sup>th</sup> @ 7:00 pm

*Schedule Town Hall and Kane Property project proposals*

Monday, January 4<sup>th</sup> @ 7:00 pm

*Schedule review of the Stow CP Plan (public meeting in February)*

Monday, January 11<sup>th</sup> @ 7:00 pm

*Schedule CPA bonding seminar with the Coalition*

Erica made a motion to adjourn at 8:25 pm, Roger seconded, and the vote was unanimous.

Respectfully submitted by: Krista Bracci