

TOWN OF STOW
Community Preservation Committee

Minutes, September 11, 2017 - Amended

Community Preservation Committee Meeting

Community Preservation Committee members present: Cortni Frecha (chair), Rick Connelly, Atli Thorarensen, Mike Busch, Ernie Dodd, Vin Antil, Andy Crosby

Not Present: Bob Larkin, Bill Byron (vice chair)

Guest Attendees: Greg Jones from SEHC

Admin. Assistant: Krista Bracci

The meeting began with a quorum at 7:35 pm

MINUTES

VOTE: Rick made a motion to approve the minutes of August 28, 2017, Ernie seconded. The vote was unanimous.

INVOICES

VOTE: Mike made a motion to approve an invoice from Krista Bracci for office supplies in the amount of \$46.88, Atli seconded. The vote was unanimous.

VOTE: Rick made a motion to approve an invoice from Kelly Designs (Pine Bluff Design Project) in the amount of \$2,300.00, Vin seconded. The vote was unanimous.

VOTE: Cortni made a motion to approve invoice #2017-2 from SEHC (Plantation Project) in the amount of \$35,303.86, Rick seconded. The vote was 6 - 0, with Atli abstaining.

Discussion Points:

- Greg Jones mentioned that the SEHC was meeting with the ZBA tonight regarding the Plantation Apartment Project. They are hoping to get a permit and avoid being sued again. If all goes well they will start construction next summer. The SEHC has had numerous meetings with the adjacent abutters.
- Greg explained that he had some invoices resent from vendors because they were incorrect. They should now all match up to the invoice he supplied the CPC.
- Atli was concerned about the invoices from Linda Puopolo (accountant who handles the books) being in the four corners of the warrant article. Most members felt that this reimbursement expense was fine because accounting falls under project overhead.
- Invoice #8734 and 8954 were questioned from Ducharme & Dillis. These invoices were progress payments for drainage.
- Munkenbeck Consulting invoice # 4433 and 4446 were questioned. Greg Jones said that these charges are for strategies for working with State Agencies. Peter Munkenbeck is a high level

development consultant. He suggested keeping the new proposal the same number of units as last time and not to make some of them two bedroom.

PROJECT SIGN DISCUSSION

Rick informed the committee that the material needed to manufacture the new sign was out of stock. Therefore, he was not able to bring the sign to the meeting as promised. Rick plans to bring the sign to the next CPC meeting at the end of September.

OPEN PROJECT DISCUSSION

It was brought up that maybe in the future there should be a maximum number of years a project has to begin spending funds or the funds will be rescinded.

Track Road Rail Trail

The committee members decided to rescind this project at the next ATM (May 2018). No funds have ever been spent. Some members felt that maybe some of the funds could be used for signage, but it has been many years and the funds have remained untouched. A warrant article will be needed in order to return the funds to the original account they came from.

VOTE: Rick made a motion to rescind \$46,000 associated with the Track Road Project, Mike seconded. The vote was unanimous.

323 Great Road Property

There is a balance of about \$10,480 of unused funds in this account. Krista informed the committee that Kathy Sferra wished to keep this account open to use the balance of funds on a CR for the 323 property. Mike felt that this was not needed since the CPA laws already protect the land. Cortni suggested that we have Kathy come to a meeting and explain why she feels the property requires a CR. Krista will contact Kathy to schedule a time for her to come to a CPC meeting.

Pine Bluff Design Funds

Mike informed the committee that the fund balance in this account is still needed. They are currently working with a landscape design company.

Invasive Species Mapping and Control

Cortni told the CPC members that this project was still active and would be for a total of three years (project has three phases and they are only on the second phase).

West School

Andy mentioned that he spoke with Dot Spaulding regarding this project and they would like more time to reevaluate how to use the balance of the funds within the four corners of the warrant article. Andy will give an update at a future CPC meeting. Some of the members stressed their concern that the building really needs to be able to have ADA accessibility. The issue was expanding the entrance way to accommodate a wheel chair. It was also brought up that the school needs additional work and there should be another project application submitted in the future. Ernie suggested some brick and foundation work was needed.

Mapping of Town Cemeteries

Andy informed the committee members the Historical Commission is expecting one more invoice for this project.

Deed Restriction Program

This program offers elders in Town the option to age in place instead of having to sell their homes and move out of town due to rising costs. The program will give them some cash, lower their taxes and place a deed restriction on their home. Cortni mentioned how much she would like this project to get off the ground. She spoke to Laura Spear from SMAHT to see if they could manage this program. Laura explained that SMAHT has to concentrate their efforts on increasing the affordable units in Stow that can contribute to the SHI. Cortni asked Greg Jones who is from SEHC (he happened to be at the meeting) if this is something they would be interested in taking over. Greg said he would have a conversation with the board and get back to the CPC with their thoughts. The committee agreed to keep this project open for the moment.

Additional comments/concerns:

- Cortni mentioned she will speak with Kate Hogan and Alison Toole about this project to gain their support. She hopes that at some point these units can be counted toward the SHI. If not, the program does still help to maintain the character of Stow. It will help keep the less expensive Capes around instead of having them be torn down and a new larger homes put up.
- This program offers older residents to down size during retirement and also provides an inventory for young couples just starting out.
- Mike mentioned how vital it is to have more housing in Stow. The Pilot Grove apartments are just not enough. For example, if a family cannot afford their home any longer they would need to leave and that would affect their children who are already in the school system and settled.
- Slightly off topic: Pilot Grove I are market and affordable, Pilot Grove II are all affordable, renting out a home is too costly to contribute to the SHI (re: Plantation Home).

REORGANIZATION DISCUSSION

Cortni told the members that she is happy to remain chair for the next one or two years. She did mention it does take a significant amount of time, but is happy to do it and enjoys the challenge. Bill Byron will be remaining vice chair. Thus, no changes will be made this year.

VOTE: Ernie made a motion to have Cortni as chair and Bill as vice chair for this year (2017/2018), Atli seconded. The vote was unanimous.

PROJECT APPLICATION PROCESS

The committee approved of the press release and decided on the following:

- Krista will contact the Stow Independent and have the press release put into the paper three times by the end of October (one of those times should be the free paper to all residents).
- Krista will have Linda Hathaway send the release out as a blast to the public.
- Krista will email the release to all town departments, boards and committees and also request they submit to the CPC what projects they anticipate filling out applications for over the next five years. This will help Krista complete the form required of the CPC to Capital Planning every year.

STOW CP PLAN REVIEW

This item will be discussed at the next CPC meeting.

PROJECT UPDATES

Cortni informed the committee that the bid came in higher than projected for the chimney repair on the Library Restoration project. Craig Martin is checking with McGinley Kaslow to ask whether the bid will fit within their contingency or other margins for the project.

NEWS AND VIEWS

Cortni had been speaking with Bill Wrigley and Craig Martin. They will be submitting an application for design funds to renovate the Old Town Hall. The committee felt that some of the project funds may need to be bonded and not come entirely from the CPC. The project may even need to be done in a couple of phases. It is also vital to figure out what part of the town hall is historical and what parts are not.

MEETING SCHEDULE

September 25th

Rick made a motion to adjourn at 9:35 pm, Mike seconded, and the approval was unanimous.

Respectfully submitted by: Krista Bracci