

TOWN OF STOW
Community Preservation Committee

Minutes, October 16, 2017 - AMENDED

Community Preservation Committee Meeting

Community Preservation Committee members present: Cortni Frecha (chair), Rick Connelly, Mike Busch (arrived at 7:38), Ernie Dodd, Andy Crosby, Bob Larkin, Atli Thorarensen, Vin Antil

Not Present: Bill Byron (vice chair)

Admin. Assistant: Krista Bracci

The meeting began with a quorum at 7:27 pm

MINUTES

VOTE: Ernie made a motion to approve the minutes of September 25, 2017, Rick seconded. The vote was 6 - 0, with Atli abstaining (Mike not present for the vote).

INVOICES

VOTE: Bob made a motion to approve an invoice from ARTEX, Inc. in the amount of \$735, Ernie seconded. The vote was unanimous (Mike was not present for the vote).

Mike arrived at the meeting

Discussion Regarding McGinley Kalsow Invoice:

Mike raised the concern again that the CPC has no idea what work is being done and what has been completed so far during the design phase of the Randall Library project. He was also concerned about tapping back into the design funds after the construction funds have been exhausted. The members agreed that the use of design funds is limited to design prior to initiating the use of construction funds. The chimney has been started and this work will be paid out of a different account than the invoice that needs approval now. Members again stated that Craig Martin is overseeing this project and the CPC trusts his judgment and will approve the invoices he has reviewed and signed.

VOTE: Bob made a motion to approve invoice #4399 from McGinley Kalsow & Associates that totaled \$5,413 (CPA charges), Ernie seconded. The vote was unanimous.

Discussion Regarding Mark's Landscaping & Design Invoices:

Mike informed the CPC that Mark's Landscaping started work with no down payment and the work on invoice #6483 is completed, but the work detailed on invoice #6484 is not yet complete. The CPC members decided to have Krista hold the second invoice until the work is complete. She will wait to hear from Laura Greenough once the project is done and get Cortni's approval before submitting the invoice to the town accountant for payment.

VOTE: Vin made a motion to approve invoice #6483 from **Mark's Landscaping & Design** in the amount of \$9,750, Ernie seconded. The vote was unanimous.

VOTE: Bob made a motion to put invoice #6484 on hold pending completion of work per Laura Greenough and Cortni's final approval (**Mark's Landscaping & Design** in the amount of \$9,550), Ernie seconded. The vote was unanimous.

VOTE: Bob made a motion to approve an invoice from Kelly Designs in the amount of \$900, Rick seconded. The vote was unanimous.

PROJECT SIGN REVIEW

Rick showed the members the new sign and post. All the members approved of the sign and agreed it should be placed at Pine Bluffs for the end of the soccer season. Krista will give the sign to Laura to put near a security camera at Pine Bluffs. Atli felt that having the sign there by the weekend would be nice since there will be multiple soccer games going on. Krista will inform the building department and complete the necessary paperwork. Rick will give Krista the invoice once he receives it and estimated it will be around \$250. The committee also decided to have four more signs made (one should be placed at the Randal Library). Krista will need to get Bill Wrigley's permission to transfer some funds within the admin account in order to pay the invoice once it has been received.

VOTE: Bob made a motion to approve the new sign and post (Your CPA funds at work) and have an additional four signs made, Mike seconded. The vote was unanimous.

OLD CPC SIGN DISCUSSION

Rick had stickers made with the new website link so that we can adhere them to our lawn signs for this year's town meeting. When the website got updated the link changed making the signs we have incorrect. Rick will forward the invoice to Krista when he receives it. Rick anticipates this invoice charge to be no more than about \$40.

STOW CP PLAN REVIEW

The committee reviewed the Historic Section of the plan. They suggested some minor edits for Krista to make and then voted (see below). At the next meeting the committee will review the open space/recreation section and the affordable housing section.

VOTE: Mike made a motion to approve the Stow CP Plan up to and including the historic section pending a few edits that Krista needs to make, Bob seconded. The vote was unanimous.

PROJECT UPDATES

Pine Buffs:

Mike informed the committee members of the following:

- A tree has been removed at the circle
- Grading has taken place at the circle to the street
- Two layers of gravel were used
- Loam and new grass were put down

- A bobcat was used to pull out invasive species
- Irrigation and planting are going to be put in

NEWS AND VIEWS

Old Town Hall: Mike spoke to Stuart at the Coalition regarding what can be renovated legally under the CPA act? Stuart strongly recommended putting the item on the historic registry, working with an architect that has Community Preservation experience, and to making sure in advance what the building is going to be used for. Stuart also mentioned that the infrastructure and HVAC system potentially could be done with CPA funds. Mike also mentioned following the guidelines from the secretary of the interior. Mike voiced his opinion that this project should be maybe three phases: critical repairs, design funds and then construction funds. Most of the members seemed to agree with him. Andy mentioned that the Historical Commission is waiting to meet with the Building Department to discuss this potential project. The members reconfirmed that the Historical Commission does need to be on board for this project to move forward. Cortni mentioned she will go and speak to Craig and Doug. The members also agreed that this project should have other funding sources to supplement the CPA funds being used.

Possible Additional Project: Cortni received a call from Rich Eckle on behalf of Stow Soccer Club. Rich would like to see some CPA funds used to refurbish the soccer field behind Pompo. Mike mentioned parts of the field need more top soil and needs to be reseeded. He would like to see irrigation put in.

Surprise Project: Cortni also mentioned she heard of another project, but was not at liberty to give any details at this time.

MEETING SCHEDULE

October 30th

November 13th

November 27th

Bob made a motion to adjourn at 9:02 pm, Rick seconded, and the vote was unanimous.

Respectfully submitted by: Krista Bracci