

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

**Minutes, February 10, 2020 - Amended**

**Community Preservation Committee Meeting**

*Community Preservation Committee members present:* Vin Antil (chair), Andy Crosby (vice chair), Mike Busch, Erica Benedick, Ingeborg Clark (arrived late), Bob Larkin, Roger Zimmerman, John Colonna-Romano

*Members not present:* Gary Yu

*Liaison:* Cortni Frecha

*Project Presenters:* Kathy Sferra, Laura Greenough, Jim Salvie, Jesse Steadman

*Audience Members:* Mark Jones, Linda Hathaway

*Admin. Assistant:* Krista Bracci

The meeting began with a quorum at 7:34 pm

**MINUTES**

**VOTE:** Bob made a motion to approve the minutes of January 27, 2020, Erica seconded. The vote was 6 - 0, with John abstaining and Ingeborg was not present.

***Ingeborg arrived at the meeting at 7:36 pm***

**INVOICES**

**VOTE:** Bob made a motion to approve an invoice from the Community Preservation Coalition (2020 Dues) for \$2,875, Roger seconded. The vote was unanimous.

**PROJECT PRESENTATIONS (2<sup>ND</sup> ROUND), DISCUSSION, AND VOTES**

**STOW ACRES:** Additional information from the previous meeting was given by Laura Greenough

- After researching a few different companies Laura estimates the cost to obtain conceptual layouts will be between \$10,000 and \$25,000. She is experienced in putting together an RFP and is confident she will have more information prior to the May town meeting.
- Hunter Associates came out to see the property for free and offer an opinion. They felt the left side of the land was wet and the middle of the field needs more exploration. They did feel the space could possibly fit two soccer fields. The Town of Stow has not used this company before.
- Drainage may be needed and that can be very costly.
- The CPC suggested that Laura work closely with the Conservation Commission.

- The Stow Soccer Club would be interested in spending up to \$5,000 (still needs to vote) since there are no other options right now. The Recreation Department will also contribute to the total cost. It was not expected that CPA funds would pay for the drawings entirely.
- Laura did mention if the results come back unfavorable she will withdraw the warrant article and forgo purchasing the land.
- The CPC members felt that they were willing to approve \$10,000 in order to obtain conceptual drawings to gain a better understanding how much water the site may have. They are requesting updates be given and that an onsite walk take place, maybe even obtain permission to dig.

**VOTE:** Bob made a motion to approve \$10,000 of the CPA Administrative funds (consultant's line) for a feasibility study on the driving range at Stow Acres, Ingeborg seconded. The vote was unanimous.

**VOTE:** Bob made a motion to approve the Stow Acres Driving Range Project Application for \$810,000 to be funded by the unreserved CPA account, Andy seconded. The vote was unanimous.

***Note: the warrant article will be written by the applicants and forwarded to Krista***

**TRACK ROAD:** Additional information from the previous meeting was given by Jesse Steadman

Jesse provided a handout (filed in the project file) that shows the current usage of Track Road. The CPC had some direct questions they needed to have answered:

Q. What is the exact amount they are requesting?

A. Between \$50,000 and \$60,000.

Q. Why is this project important?

A. Improvements to Track Road have been mentioned in the master plan and the open space plan. Track Road usage has gone up. The road also has an alternative connection to a part of Stow in case of an emergency.

Q. What is the money going to be used for?

A. To have a survey done so that an engineer is able to give the town three different options for the road.

Q. Who benefits from Track Road improvements?

A. There is a certain population that is not being served in Stow (strollers, skis with wheels, and people with walkers). Town residents moved to Stow for the open space and trails. That population is now getting older and need different types of trails.

**VOTE:** Ingeborg made a motion to approve the Track Road Pre-engineering Services Project Application for \$70,000 to be funded by the open space bucket, Bob seconded. The vote was unanimous.

***Note: the warrant article will be written by the applicants and forwarded to Krista***

## **WARRANT ARTICLE REVIEW, DISCUSSION, AND VOTES**

### **Administrative Articles:**

**VOTE:** Bob made a motion to place the Community Preservation Expense article (\$37,500) on the May 2020 warrant and also endorse it to town meeting, Erica seconded. The vote was unanimous.

**VOTE:** Bob made a motion to place the Community Preservation Reserve article (\$100,000 per bucket) on the May 2020 warrant and also endorse it to town meeting, Andy seconded. The vote was unanimous.

**Playground at Town Center Park Project Article:**

**VOTE:** Bob made a motion to place the Town Center Park Playground article (\$50,000) on the May 2020 warrant and also endorse it to town meeting, Roger seconded. The vote was unanimous.

**FRAUD RISK ASSESSMENT SYSTEM DISCUSSION**

The CPC discussed the new policy given to them by the Selectman (all members confirmed reading it). The CPC already has two policies in place, but will write up a third to have on file (Vin will approve it after it is written up by Krista – admin hours approval).

**VOTE:** Bob made a motion to approve the following as the Fraud Risk Assessment System for the CPC:

1.Administrative Staff's timesheet can be reviewed and approved by the CPC Chair or Vice Chair, 2.Policy for Approving Invoices (6/27/16), 3.Release of Funds Policy (11/28/16), Erica seconded. The vote was unanimous.

**PROJECT UPDATES**

None were given.

**NEWS & VIEWS**

- Krista will be following up on outstanding warrant articles that need to be approved at the next meeting.
- There was some discussion regarding making parts of Stow a four season town. This means during the winter some sidewalks may be plowed. Jim Salvie mentioned that this is going to be very expensive, but we may see something like this on next year's warrant.
- Mark Jones (ZBA) updated the CPC on the Plantation Apartment Project. He mentioned that due to septic issues they may not want to sell the house like they originally suggested. He felt that the warrant article may need to be revised. The CPC members would like to review the warrant article and discuss this at a future meeting (after the warrant article for the May 2020 ATM have been completed and approved).

**MEETING SCHEDULE**

February 24<sup>th</sup>

March 9<sup>th</sup>

April 13<sup>th</sup> – Public Hearing (Community Preservation Plan) from 7 to 7:30 pm

May 4<sup>th</sup> – Town Meeting

Erica made a motion to adjourn at 8:53 pm, Bob seconded, and the vote was unanimous.

Respectfully submitted by: Krista Bracci