

TOWN OF STOW
Community Preservation Committee

Minutes, October 19, 2020 - Amended

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

Community Preservation Committee members not present: Mike Busch

Other Attendees: Denise Dembroski (Town Administrator)

Admin. Assistant: Krista Bracci

The meeting began with a quorum at 7:04 pm

MINUTES

VOTE: Bob made a motion to approve the minutes of September 28, 2020, Roger seconded. A roll call was taken and the vote was 7-0.

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

INVOICES

VOTE: Erica made a motion to approve an invoice from W.B. Mason for the amount of \$28.69 (Admin Supply Account), John seconded. A roll call was taken and the vote was 7-0.

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

UPDATE ON COVID-19 RENTAL ASSISTANCE PROJECT & VOTE TO EXTEND THE PROGRAM

Vin made a quick update reminding the CPC members that eight people applied for COVID rental relief, but only seven qualified. He recently spoke to Mike Kopczynski (SMAHT) and Denise Dembroski (Town Administrator) to determine if the CPC needs to go back to Town Meeting to extend this project beyond the three months that

was mentioned at the 2019 Town Meeting during Mike K's presentation. The warrant article and the agreement do not specify a time frame. Denise feels that going back to Town Meeting is not necessary.

Member Comments:

- John requested that we can't extend this program indefinitely. We need to be clear that it is a temporary program.
- Erica had a question about what extending it really means. Are we inviting more people to apply or are we letting the seven who qualified request additional funding? Vin replied saying that he feels that both options should be allowed, but existing applicants need to reapply.
- Bob feels that extending to the end of January 2021 would be a good idea and Ingeborg agreed with him.

Action Item:

Vin will be talking to Mike K and let him know what was discussed at the meeting. He will request that he attend our next meeting to discuss the project further so we can address some of the administration questions.

Krista mentioned that no invoices for this project have been submitted yet.

VOTE: Bob made a motion to extend the COVID-19 Rental Assistance Project until January 31, 2021 to allow new applicants and previous applicants to be considered for another round of funding, John seconded. A roll call was taken and the vote was 7-0.

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

REVIEW THE PROJECT STATUS REPORT

Krista updated the project status report and asked the CPC members to take a look at it (as a second set of eyes). A suggestion was made to put an asterisk (*) next to the projects that are complete with a notation on what the asterisk means at the bottom of the report. Krista will make this change and then post the new version of the report on the CPC website. This report is updated yearly in the fall.

REVIEW OPEN CPC PROJECTS

In the fall the CPC reviews all open projects to determine if any with remaining funds need to be closed or if projects that have never used funds need to be rescinded at the spring town meeting. Krista went over each open project and gave an update on most of them (she received this information from the project managers).

Comments Made:

West School Project – Denise D, the Town Administrator felt very strongly that a project from 2004 should be closed out at this point. Barbara (Historical Commission) will discuss this with Dot Spaulding and ask her to send a letter to Krista mentioning that the project is complete. Krista can then have the Town Accountant close the project out at the end of the fiscal year. Barbara felt that future work on the West School could not utilize these funds and they would need to submit a new project application to the CPC.

Mapping of Lower Village – This project still needs a replacement Kiosk and a map. Dot Spaulding told Krista that she was working on it. Vin is going to check with Mike B to see where this project is and report back to the CPC. It seemed that the CPC was in agreement not to close this project out just yet.

Library Supplemental Funds – Denise D explained that there is a new board and they have recently met. She continued to indicate that these funds are still needed. She also informed the CPC that the Library is not moving and going to be renovated. They are in the process of submitting an RFP and will need design funds. The CPC members discussed that they would only approve funds in the four corners of the Community Preservation Act.

REVIEW CPC POTENTIAL FUTURE PROJECTS

Per John's request from a past CPC meeting Krista created a future project list. After a short discussion the committed agreed that the below changes/additions needed to be made:

- Vin is hopeful that soccer fields may be part of any Stow Acres conservation piece.
- Design funds should be added for the West School.
- Construction funds for the Library should be added.

PROJECT UPDATES

Town Hall – Denise D informed the committee that no contract has been signed yet. They have applied for grants, but are not hopeful that they will actually get any. Vin informed Denise that the CPC typically likes to see multiple funding sources for each project that is approved and is reluctant to spend all the CPA money for the Town Hall renovation. If we had the process of first come, first serve then we would not have any reserves. Erica feels that the Finance Committee is going to prefer that CPA pay for the entire renovation. Her reasoning is that the debt schedule is very crowded and they also have the High School project coming up soon.

Stow Acres Planning Process – A committee member asked if this project used administrative funds. Krista responded yes.

NEWS & VIEWS

- Barbara mentioned that the Historical Commission may be submitting a new application for design funds for the West School. The rough number would be around \$3,000. Bob suggested asking for more like \$5,000. The Commission has been looking for a new consultant. The school has recently lost part of the chimney.
- John mentioned the Athens Road development is still not settled. This land is very large and Ingeborg mentioned it was very nice. Vin said he has not been approached about a conservation component yet. John said the Planning Board did mention having more open space on the plan.

MEETING SCHEDULE

Monday, November 9th @ 7:00 pm

Monday, December 7th @ 7:00 pm

Erica made a motion to adjourn at 7:52 pm, John seconded, and the vote was unanimous during a roll call.

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

Respectfully submitted by: Krista Bracci