

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

**Minutes, February 22, 2016 (Amended)**  
**Committee Meeting**

**Community Preservation**

*Community Preservation Committee members present:* Cortni Frecha (chair), Dot Spaulding, Mike Busch, Kathy Sferra, Bob Larkin, Louise Nejad, Vin Antil, Paul McLaughlin

*Not present:* Bill Byron

*Admin. Assistant:* Krista Bracci

*Liaison:* Brian Burke - arrived at 7:44 pm

The meeting began with a quorum at 7:30 pm

***Note:*** *Bob suggested we stick to the 15 minute time limit when listening to proposals.*

**BILLS & MINUTES**

**VOTE:** Bob made a motion to approve the minutes of January 25, 2016 as amended, Mike seconded. The vote was unanimous.

***There were no invoices to approve at this meeting.***

**REVIEW ACCOUNT BALANCES**

Krista supplied the members with current account balances given to her by the Town Accountant.

Open Space \$242,700.11  
Historic Preservation \$606,337.64  
Affordable Housing \$200,837  
Unreserved Fund Balance \$3,721,780.04

**PROJECT PROPOSAL PRESENTATIONS**

***Kathy recused herself***

Town Center Park Design (323 Great Road / Ministers Pond) - the project proposal was presented by Kathy and Laura Greenough with two handouts (budget & update report). They are requesting \$12,500 of CPA Administrative Funds. This request does not need to be part of the Spring Town Warrant. The following items were discussed:

- Meetings have been set up to talk to residential abutters, First Parish Church and Union Church.
- May request some construction funds for the Fall Town Meeting.
- Bose and the Highway Department will help with the clean up.
- Would like to utilize a park designer who specializes in accessible trails.

- Will be looking into having the Eagle Scouts help with this project.
- The priority list at the moment is the accessible trail to the pond, parking, clean up and a place to sit down. Vin mentioned that the vegetation should be on the priority list. Brian commented that the Gazebo and bike rack are also important, but to develop a plan and not do everything all at once.

**VOTE:** Bob made a motion to approve \$12,500 of Administrative Funds to start work on the Town Center Park, Mike seconded. The vote was unanimous.

***Kathy is now able to vote again***

**Pine Bluff Facility Improvement II** - the project proposal was presented by Laura Greenough with two handouts (budget & map). She is requesting \$60,000 for the ATM this May. The following items were discussed:

- This request will be considered phase II and there will also be a phase III.
- They ran out of money and were not able to complete some of the items promised at the previous town meeting. The most important item was the turnaround near the beach. Kathy feels that this needs to be part of phase II and not phase III since it was promised to the community during the first phase of work. Laura mentioned that she needs to start all over on the turnaround.
- Dot mentioned she felt the security camera were very important and should be part of phase II.
- Brian felt that the playground was not needed at this time. Laura mentioned that it has not been updated since the 90's and is only geared to children from K-5. She feels that something is needed for the older camp children. She passed around some park ideas for the committee to see.
- The Recreation Committee has very little money they can contribute to phase II. In phase I they contributed \$45,000.
- Cortni stressed her concern that previous items were not completed and new items have been added.
- Kathy suggested that Laura reprioritize her list and come to the next CPC meeting with an update.

**VOTE:** Kathy made a motion to approve phase II for an undetermined amount of CPA funds and invited Laura to come to the next meeting with an update, Mike seconded. The vote was unanimous.

**Town Hall Restoration Study** - the project proposal was presented by Gregor Trinkaus-Randall. He is requesting \$10,635 of CPA funding from the Historic Preservation Account for the ATM this May. He would like to see a restoration study done on the Town Hall. The following items were discussed:

- Gregor mentioned that he is a dance teacher who provides lessons in the Town Hall. He also explained that there are a number of items that need work. For example, the roof is in poor shape and there has been water damage due to ice dams. The building may also require a new heating system and has no fire protection in place.
- Gregor spoke to Steven Wessling who is an architect who specializes in historic buildings. Gregor would like him to provide an estimate on what work needs to be done.
- Cortni mentioned she spoke with Craig Martin and he has not had time to figure out what the use of the building should be at this time.

- Kathy mentioned that a committee is going to be formed to figure out the needs and costs of the soon to be former fire house, the highway barn and the town hall. She felt any discussion on the town hall right now was premature.
- Dot informed the committee that the Historical Commission was not on board with this project. She suggested that Gregor attend their next meeting.
- Craig Martin said the study seemed like a good idea, but it has yet to be determined how the building is going to be used going forward.
- Kathy suggested that Gregor sit with Craig and chat about this project maybe for Fall Town Meeting.

**VOTE:** Bob made a motion to table this project for now, Mike seconded. The vote was unanimous.

Randall Library Second Floor Restoration Design Funds - the project proposal was presented by Craig Martin. He is requesting \$25,000 of CPA funding from the Historic Preservation Account for the ATM this May. The funds would be considered design funds for the second floor restoration of the Randall Library. The following items were discussed:

- Craig (Building Department) is working along with the Library Board of Trustees and the Historical Commission.
- Kathy mentioned the practice has been to meet with various committees for approval. It is not required based on the statute.
- It was determined that the library needs energy conservation, not just cosmetic work.
- The RFQ has been sent out and there is approximately \$23,000 available left. The new request was to add a buffer in case more funds are needed.
- It was made clear that work is going to be done in the old part of the library.

**VOTE:** Mike made a motion to approve \$25,000 of design funds from the Historic Reserve account, Bob seconded. The vote was unanimous.

Plantation Apartments II - Greg Jones and Steve Dungan from Stow Elderly Housing Corporation are requesting that the CPC release up to \$100,000 (associated costs) as needed from the Plantation Apartments & Pilot Grove account that was appropriated in October 2009. The following items were discussed:

- It was explained that there is no place for seniors to go in this area except for a nursing home.
- Plantation Apartments will provide supportive housing (wider doors, handles near a toilet, walk in showers, visiting nurse, help with basic needs like shopping or cooking).
- Plantation II was first presented as 37 units.
- After years of litigation with an abutter the SEHC does not have a comprehensive permit to proceed and will need to start the process all over.
- The SEHC would like to redo the design taking into account the court's ruling on Nitrogen loading. They need to gain local support and then ask for funding.
- The property consists of six acres and is now owned by SEHC and has a well site.
- The \$100,000 would be used for pre-development funding.

**VOTE:** Vin made a motion that the \$100,000 of associated costs (Article 4, STM 2009) will be available to Plantation Apartments II for predevelopment, Mike seconded. The vote was unanimous.

***Kathy recused herself***

Open Space Acquisition II - Kathy is requesting a replenishment of \$50,000 from the Open Space Reserve Account (May Town Meeting). All previous funding has been committed. This funding will be used for associated costs (appraisals, small land acquisitions, titles). Mike mentioned that these items can be time sensitive.

**VOTE:** Bob made a motion to approve the replenishment of \$50,000 from the Open Space Reserve Account, Mike seconded. The vote was unanimous.

***Kathy is now able to vote again***

Completion of Cemetery Mapping - Dot is requesting \$5,000 from the Historic Reserves Account (May Town Meeting) due to unforeseen expenses. Additional work is needed (approximately 3 days) along with more markers. This project will be complete in early summer.

**VOTE:** Bob made a motion to approve the additional \$5,000 from the Historic Reserve Account, Vin seconded. The vote was unanimous.

**Kathy made a statement that the committee members just approved four new warrant articles.**

**Krista informed the committee members that warrant articles are due on March 1st.**

**ATM WARRANT ARTICLES**

**VOTE:** Bob made a motion to place the Community Preservation Expense and Reserve articles on the warrant as well as to endorse them to Town Meeting, Mike seconded. The vote was unanimous.

**UPDATES ON OUTSTANDING PROJECTS**

Historic Document Preservation - Linda sent Krista an email dated 2/2/16 stating that they are in the process of getting the contract finalized with Kofile. Once the contract is finalized Kofile will come and package up the documents and take them to their location.

West School Parking - Dot informed the committee members that she reached out to Mike Clayton, but has not heard back. Kathy suggested talking with Scott Morse. The members decided not to close this project right now.

Inventory of Historic Town Properties - Dot informed the committee members that she does not have an update on this project right now.

**NEWS & VIEWS**

- Dot informed the committee members that an application has been submitted to do some blasting near the West School. There was concern that this could damage the historic school. Kathy mentioned that Don McPherson has experience with blasting and would be a great resource to reach out to.
- Cortni suggested that a December 1st deadline for project proposals would give the committee more needed time to meet with the project presenters.
- Spring Fest is scheduled for May 14th.

### **MEETING SCHEDULE**

March 14th

March 28th

April 11th

April 25th

May 2nd @ 6:30 - Hale Cafeteria

Bob made a motion to adjourn at 9:20 pm, Kathy seconded, and approval was unanimous.

Respectfully submitted by: Krista Bracci