

Present: Sherrill Cline, Seamus O'Kelly, Sheila Stewart, Jim Hill
Christopher Morely (Chairman), and Georgette Heerwagen
Absent: Richard Bell, John Drobinski, and Tara Reed

At 7:42 p.m., Chairman Morely called the meeting to order.

Project Submission Form - Town Clerk Records Preservation - Preservation Survey of Paper-Based Collections

Present: Town Clerk Rosemary Harvell

Ms. Harvell briefly reviewed the project request in the amount of \$2,281.15 for an evaluation survey to identify and assess specific existing conditions and problems with permanent Sudbury historic papers, their storage and environment. Ms. Harvell distributed photographic exhibits to the Committee of the current poor storage conditions, a listing of Town Clerk documents housed in the lower vault and books in the Town Clerk's Office, and a conservation proposal received from Brown's River Records' Preservation Services dated November 15, 2005.

Ms. Harvell stated that the survey would provide a plan of action and cost estimate for the conservation and preservation recommended for Town historic papers, including fire protection and security-related suggestions. In response to a question, Ms. Harvell stated that even upon completion of an independent survey, the Town will retain control of which recommendations are, and are not, implemented based upon the Town's determination of which documents are most critically important to preserve. Ms. Harvell emphasized that, currently many important papers are located in rooms, which are not fully secured or fireproofed, and are on wooden shelves which accelerate deterioration. She also stated that in comparison to other cities and towns, Sudbury's two existing vaults are quite small in proportion to the amount of archival information needing storage.

Mr. Hill reported that he and the Historical Commission wholeheartedly support this project. The Commission hopes to collaborate with Ms. Harvell in these efforts to access better technology and resources on behalf of similar needs for Hosmer House. It was noted that neither the Town Hall or the Hosmer House have sprinkler systems.

Ms. Harvell clarified for Ms. Cline that the evaluation survey would assess the current condition and environment of the Town's paper-based materials, and that the project could begin as soon as funding becomes available. Ms. Harvell reported that she has attended several hours of workshops this year related to document preservation. Thus, she has suggested this proposal this year for administrative funding as a first step. Mr. O'Kelly concurred with this decision. Based upon the results of the survey, Ms. Harvell anticipates presenting another funding proposal to the Committee next year for a greater amount to begin the restoration process. In response to a question from Ms.

Heerwagen, Ms. Harvell confirmed that once the Town identifies what should be preserved, cost estimates can be obtained for different methods of preservation.

Adam Miller, 1 Nobscot Road, asked if all records dating back to 1630 will be evaluated in the survey. Ms. Harvell responded affirmatively.

Chairman Morely noted that this proposal could be considered for either Administrative Funds or for Community Preservation Act funds.

Nobscot Boy Scout Reservation - Purchase of Development Rights

Present: Director of Planning and Community Development Jody Kablack, Town Manager Maureen Valente, Conservation Coordinator Deborah Dineen

Ms. Kablack distributed a project request application, for an unspecified amount, to purchase a Conservation Restriction on approximately 303 acres of land for open space preservation. Ms. Kablack explained that tonight is the first public discussion of this project, and that the project will eventually be vetted by several other Town committees and boards. She reported that negotiation discussions are still underway between the Board of Selectmen, Knox Trail Council and the Sudbury Valley Trustees (SVT), which is why a price can not be disclosed at this time. However, Ms. Kablack provided the Committee with a Financial Comparison of other large Open Space Purchases to provide a financial context for tonight's conversation.

Ms. Kablack briefly explained that Knox Trail Council approached the Town about a year ago regarding its desire to sell some land. Ms. Kablack opined that she believes the outreach was motivated by a financial need to sustain the present Boy Scout camp and operations. Ms. Kablack described the Nobscot property of 450 acres as the largest contiguous parcel in Town, as 315 of those acres are located in Sudbury, with the remaining 135 acres located in Framingham. She reported that the Town and Knox Trail have completed appraisals on the property, and that both appraisals are within the Town's price range to purchase the Conservation Restriction to limit future development. The Town has also reviewed a subdivision plan. Ms. Kablack emphasized that presently, no portion of this land is protected.

Ms. Kablack reviewed maps of the property. She highlighted excluded property areas, and the areas pertaining to this project request. She noted that the property has a large amount of frontage on Nobscot Road, at a Town line entrance to Sudbury, and thereby is an important property to protect. The project currently calls for a scenic vista protection of this area with a 150-foot buffer. She further described the property as having many natural features, and there are a number of trails on the site. This site has historically ranked extremely high on all Town open-space priority listing completed. Ms. Kablack explained that Sudbury would ultimately be responsible for a majority of the entire purchase price, which includes an assumed \$500,000 Self Help grant from the State,

minus \$1 million dollars, which would be raised privately by the Sudbury Valley Trustees.

Ms. Kablack further reported that the Conservation Restriction (CR) would be on 160 acres, roughly half of the Sudbury portion of the property. The CR will be jointly held by the Town and the Sudbury Valley Trustees. SVT would maintain the primary role for stewardship and monitoring of the property.

Ms. Kablack stated that if negotiations become finalized as expected, the Town would prepare a bonded article for funding of this first phase of the project for the 2008 Annual Town Meeting. She further stated that the Town has the capacity to bond this project over the next twenty years. Ms. Kablack explained that a second phase of this project would fund, in a future year, Sudbury's remaining 140 acres. However, both articles could be presented at the 2008 Town Meeting. She reported that Knox Trail Council has asked the Town to commit to the purchase of those 140 acres, but not pay for them until a later date. Ms. Kablack emphasized that the second phase offer has been made by Knox Trail Council at enticing present-day values. This strategy would also allow the Town the opportunity to apply next year for a second Self Help grant. However, there will probably not be any other private fundraising for the second phase of this purchase.

Ms. Kablack continued to say that a third phase of this project would address the Framingham acres, which are quite valuable due to zoning regulations which afford Framingham the ability to sewer those lots. She reported that Sudbury has asked Knox Trail Council for Right of First Refusal on those 135 acres, which would afford Sudbury the time to work with Framingham and the State so that the purchase could be completed without the use of Town tax dollars.

Ms. Kablack further explained that the first phase of this purchase will provide a affirmative public use of the property in perpetuity. She noted that Knox Trail Council has applied significant discounts to the price for the Town.

Ms. Kablack replied to a question from Ms. Stewart, stating that the Town is still responsible for funding the \$500,000 even if it is unsuccessful in its bid for a Self Help grant. However, Ms. Kablack further stated that this scenario is highly unlikely, and that she is confident the Town will qualify for at least one, if not multiple, grants.

In response to a question from Chairman Morely, Ms. Valente responded that, ideally the \$500,000 grant money will be applied directly to the purchase and does not need to get formally bonded. However, Ms. Valente stated that she will need to consult with Town staff as to the most cost-effective manner in which to apply those funds. It could possibly be part of the Knox Trail negotiations that the Council would wait for receipt of the Self Help grant funds as part of a creative financial package. Chairman Morely stated that the Committee would be supportive of any and all inventive options pursued by the Town Manager in this regard.

Jim Negrelli, 51 Pennymeadow Lane, asked if this purchase will consume all of the Town's Community Preservation Act (CPA) funds if the first two phases are voted upon together. He was assured that excess funds would remain even after funding the first two phases of this project. Ms. Valente and Ms. Kablack stated that it is possible a final price will be determined before this Committee votes in December on the final articles to be presented in the Town Warrant.

Fred Pryor, 221 Nobscot Road, asked if there is a possibility that Knox Trail Council will withdraw its offer at a late stage of the negotiations as has happened in the past. Ms. Kablack opined that there is no indication of this as a possibility at this late stage of the process.

Brian Dingman, 25 Clark Road, wondered why a vote needs to be taken so soon on this project, and asked if more time could be given for the public to assess this project before the 2008 Town Meeting. Ms. Valente reviewed the warrant publication schedule for him, and she noted that there will be additional educational opportunities for the public, including tours of the property available before the 2008 Town Meeting. Ms. Dineen also noted that time is needed before the Town Meeting to establish and finalize the exact language of the Conservation Restriction. Mr. Dingman opined that tours are very helpful when assessing land purchases.

Adam Miller, 1 Nobscot Road, concurred that it will be important for residents to view the Nobscot property to appreciate its size and the passive recreational opportunities which exist.

Leslie Frodema, 32 Moran Circle, asked if Knox Trail Council will be able to sublease or lease the land to another party. Ms. Kablack, Ms. Valente, and Ms. Dineen assured her that any new owner would have to abide by all stipulations of the Conservation Restriction and this agreement. Thus, the likelihood is that a lease could only be executed with an organization similar to the Boy Scouts.

Project Submission Form - CSX Rail Corridor Acquisition

Present: Town Manager Maureen Valente, Conservation Coordinator Deborah Dineen

Ms. Dineen briefly described the project request application, for an unspecified amount, to acquire a rail bed owned by CSX Corporation that is a 66-foot wide corridor and 6,733.5 linear feet long, containing 9.76 acres. Ms. Dineen stated that negotiations are underway, and therefore a purchase price cannot be disclosed at this time. However, she did state that the purchase price would be within the range of \$250,000 to \$800,000.

Ms. Dineen emphasized that the purchase of this rail bed would provide passive recreation opportunities, trail connectivity, and most importantly, protection of a portion of the Town's water supply, since there is a Town well within 30 feet of the track, another well within 1000 feet, and a third well within 3000 feet of the track.

Ms. Dineen stated that CSX completed an appraisal on the property which reported a value of \$788,000, however, the Town's appraisal was only for \$475,000. Ms. Dineen reported that a State Drinking Water Supply Protection grant has been applied for, and the Town should be informed this week if it has been awarded the grant. Ms. Dineen is optimistic regarding the success of the pending grant application. She also stated that if funding assistance were required for this purchase, the Town might consider a collaboration with the Sudbury Water District.

Ms. Dineen urged support of this project because it fulfills all of the CPC criteria except for affordable housing. She emphasized that the property's footprint is in a significant Town location, and the property has the capacity to bring together several other potential Town projects. Ms. Valente stated that purchase of this property would allow the corridor to remain in tact, even if the much desired roadway realignment of Nobscot Road occurs.

Ms. Dineen noted that a previous settlement agreement was reached by CSX with the Town regarding payment for culvert repair work. She further reported that the Town has not yet redeemed that settlement offer, and may use that allocation as leverage to lower the price in the purchase negotiations. Chairman Morely supported the use of that leverage to reach a lower purchase price. He believes that if CSX wishes to dispose of this property quickly, the Town should capitalize upon that desire for as low a price as possible. Chairman Morely also asked if this project needs to be considered in this funding cycle or if it should wait a year. Ms. Valente and Ms. Dineen opined that discussions are nearing closure towards an agreement, and it seems in the Town's best interest to keep that momentum going. In closing, Ms. Dineen emphasized that other sources of funding for this project are being pursued.

Mr. Hill opined that if acquisition of this property is so critical to protecting the Town's water supply, why is it not being taken by eminent domain. Ms. Valente responded that the eminent domain process costs the Town much more for legal costs. She opined that the negotiation process is progressing well, and that the current approach seems best at this time.

Jim Negrelli, 51 Pennymeadow Lane, asked if there will be a cost for the wetlands restoration. Ms. Dineen responded that she will pursue a wetlands restoration grant to cover anticipated expenses. Mr. Negrelli requested that Ms. Dineen update him via email with additional information.

Adam Miller, 1 Nobscot Road, noted that the Sudbury Water District may not meet until after the Annual Town Meeting. Thus, he suggested that adequate time be planned for future consultations with the District.

Leslie Frodema, 32 Moran Circle, asked if this project would be bonded. She was informed that this project price is too small to warrant the expense of a bond.

Project Submission Form - Wayside Inn Signage

Present: Fred Pryor, Wayside Inn Trustee

Mr. Pryor thanked the Committee for the opportunity to present the Inn's funding proposal for \$160,000 to cover expenses for the production of 56 signs and accompanying design consultant work. He explained that the Inn is a public organization, which is open to the citizens of Sudbury and the public. Mr. Pryor briefly reviewed that the Inn did receive CPC funds two years ago, which were well spent on surveying a complete landscape plan and development of a signage plan, both of which enhance public safety and enrichment. He stated that the Inn completed a Master Plan, which recommended that the poor and limited signage be improved to present a more campus-oriented atmosphere and clarity for visitors.

Mr. Pryor reported that until 2001, the Inn was able to sustain itself solely with the use of food receipts as its only source of income. However, since 2001, Mr. Pryor stated that the Inn has experienced great difficulty in being profitable. He explained that several fundraising avenues have been pursued. Mr. Pryor noted a few sources of recent generosity, but stated that much more is needed. Mr. Pryor traveled recently to Dearborn, Michigan to meet with representatives of the Ford family to pursue a gift towards the future restoration of a barn to better accommodate larger, income-producing events.

Mr. Pryor stated that the Inn has pursued a comprehensive signage plan in order to unify the property for visitors, to improve and enhance public safety and handicap accessibility, and to establish a historical context and interpretation for the Inn to be readily available for visitors. The Inn believes that improving the property's signage will also provide a public value. The Committee was previously in receipt of photo exhibits of the proposed different types of signage designs, including vehicular welcoming, directional and parking signs, Inn identification signs, major and minor building identification signs, pedestrian directional signs and map and interpretive displays.

In response to a question regarding the materials to be used for the signs, Mr. Pryor responded that he did not have specification details tonight, but that he believed the signs would be wooden, with some type of metal poles. The Committee also asked what the anticipated lifespan of the signs would be. Mr. Pryor stated he would research this information further, and report back to the Committee as soon as possible.

Mr. Pryor noted that if necessary, the Inn would be willing to initially borrow the funds needed to begin the project, and then be reimbursed later by the Town, as was done in the past.

Several Committee members expressed concern that the proposed estimate for the project seems high. Mr. Pryor was asked if other funding sources have also been approached. He responded that the Sudbury Foundation might help, however, he has not requested assistance for this project since the Foundation is contributing towards other upcoming Inn needs. Mr. Pryor said funding options are limited, and he would welcome other ideas to pursue. The Committee urged Mr. Pryor to continue all efforts to pursue other funding sources.

Mr. O'Kelly thanked Mr. Pryor for the presentation, and he complimented the Inn on its many wonderful attributes, which are enjoyed by Sudbury's residents.

Administrative Budget - Update

Present: Director of Planning and Community Development Jody Kablack and Housing Specialist Beth Rust

Ms. Kablack reported that the CPC was budgeted \$95,000 for its Administrative Budget this year. She stated that some of these funds are earmarked for salaries of the Housing Specialist, the Assistant Town Planner and interim Recording Secretary duties. She briefly reviewed that approximately \$43,000 are available for non-salary allocations. To date, the Committee has committed approximately \$24,500 of these funds. The remaining \$18,500 can be used for appropriate purposes through June 30, 2008. Ms. Kablack noted that \$3,750 will be needed for the annual Community Preservation Coalition fee, and an additional \$720 will be required for the annual audit.

Ms. Kablack reported that a previous request for Administrative Funds totaling \$10,000 for further engineering, surveying, and appraising of the Nobscot property will not be used. She further stated that an additional proposal has been received requesting \$14,600 to inspect and evaluate the Stearn's Mill Dam. In addition, the Committee has received the Town Clerk's request for \$2,281.15 for an assessment of records preservation.

Ms. Kablack reviewed the Committee's previous two-year commitment to fund a portion of the Housing Specialist position salary. In June 2008, Ms. Rust will have completed her first two years as Sudbury's Housing Specialist. Ms. Kablack briefly reviewed Ms. Rust's many achievements during her tenure, which have been remarkable. Ms. Kablack is committed to the need for dedicated personnel to work on housing-related issues. In fact, through Ms. Rust's efforts, the Town needs have grown, and could easily accommodate a full-time position. Ms. Kablack also plans to recommend a salary upgrade for the position to be competitive with the marketplace. Ms. Kablack requested that the CPC consider continuing to fund the position of a Housing Specialist in some capacity.

Ms. Kablack further stated that the work of the Sudbury Housing Trust is progressing well, and as anticipated, much to the credit of Ms. Rust. However, she noted that

at this early stage, the Trust is unable to support the salary requirements of this position. Ms. Rust has become known regionally, and what she has accomplished in Sudbury is looked to as a model for other communities. Due to her level of expertise, Ms. Rust has been contracted as a lottery agent by Boxborough, and has currently provided Natick with a bid as well.

Mr. Hill asked how much money is reaped from the lottery agent activities. Ms. Rust responded that it depends on the number of units in the lottery, but that the range can be from a few thousand dollars to tens of thousands of dollars. Ms. Kablack emphasized that Ms. Rust could easily supplement a part-time position as in independent contractor for these lottery agent bids, however, she has chosen not to do so. Rather, Ms. Rust has exhibited her commitment to Sudbury and her position by maintaining this work within the Sudbury Housing Trust. Ms. Rust expressed her satisfaction with her role and responsibilities, and is amenable to a full-time position.

Ms. Rust distributed to the Committee a summary of projects and accomplishments she has completed and achieved in the past year and a half, which also included future goals. The Committee expressed that the results achieved by Ms. Rust have been impressive. Ms. Kablack also distributed to the Committee a proposal for future salary funding of the Housing Specialist position for consideration. Mr. Hill queried if there is a plan to eventually have this position covered as a Town employee, to which Ms. Kablack responded that it is not likely given the constraints of the Town budget.

Project Submission Form for Administrative Funds -Stearn's Mill Dam

Present: Director of Planning and Community Development Jody Kablack

Ms. Kablack briefly described the project submission received from Sudbury Conservation Coordinator Deborah Dineen, dated November 15, 2007, requesting funds not to exceed \$14,600 for the purpose of researching, inspecting, and preparing a required Massachusetts Department of Conservation and Recreation Office of Dam Safety Phase 1 Dam Evaluation as required by the Office of Dam Safety for Stearn's Mill Dam, located on Dutton Road.

Ms. Kablack explained that the Town took ownership of this area recently for open space and historic purposes. She stated that the location is conducive to recreational possibilities, however, maintenance issues exist. Chairman Morely cautioned that CPC funds cannot be used for regular, ongoing maintenance, but could be used for historic restoration. Ms. Kablack opined that the maintenance issues are not of a critical or urgent nature. Thus, her recommendation to the Committee is to not allocate the majority of its remaining Administrative Funds for this year to this one project. The Committee seemed to concur with this recommendation and assessment. Chairman Morely closed the discussion.

Leslie Frodema, 32 Moran Circle, asked the Committee if an amount of CPA funds is held in reserve each year or if all funds are spent. Chairman Morely briefly reviewed the Committee's funding history in recent years. Ms. Frodema also asked if there will be additional opportunities for public input prior to the Committee's vote regarding the Mahoney development proposal. She attended the Board of Selectmen's meeting discussion and noted initial engineering reports indicate that only six to ten acres may be available for development. Chairman Morely stated that all CPC meetings are open to the public, and Ms. Frodema is welcomed to attend the December 5th meeting if she would like to address the Committee on any other matters.

The Committee requested that Ms. Kablack consult with Parks and Recreation Director Dennis Mannone as to whether this proposal is still to be considered or if there has been a change of direction given the initial reports. Ms. Kablack agreed to do so, and she will relay the results of that conversation as soon as possible.

Upcoming CPC 2007 Meeting Schedule

The Board's next meetings will be December 5 and December 19, 2007, at 7:30 p.m. in the Silva Conference Room at the Flynn Building.

On motion duly made and seconded, it was unanimously:

VOTED: To adjourn the meeting at 10:15 p.m.