

Present: Richard Bell, Sherrill Cline, Jim Hill, Christopher Morely (Chairman),  
and Sheila Stewart

Absent: John Drobinski, Greg Hunt, Tara Reed, Seamus O'Kelly

At 7:45 p.m., Chairman Morely called the meeting to order.

**Carding Mill House FY07 Project and FY08 Proposed Town Hall Windows Project**

Present: Building Inspector Jim Kelly

Carding Mill House - Mr. Kelly updated the Committee on the status of the Carding Mill House. He conducted a site visit, and concluded that the building has continued to fall into a condition of disrepair. He observed several broken windows, broken glass and wood, and rotted sills.

Mr. Kelly reviewed that the 2007 Town Meeting approved \$25,000, which was allocated for structural and preservation work. He reported that \$14,000 remains unspent at this time. Initially, approximately \$10,000 was approved for structural/architectural work, which Mr. Kelly believes was intended to cover such services for both the building and the dam. Mr. Kelly has consulted with architect Kevin LeTady, who recommended that no additional funds be directed towards architectural services until a purpose for the building is decided, since presently, the building is structurally sound. Given this assessment, the focus, thus far has been on preservation work. Fourteen windows have been replaced using exactly the same type of original window. Mr. Kelly reported that approximately twelve additional windows also need to be replaced. Other measures have also been taken to improve security of the building such as boarding up a basement door. The cupola area has been inspected for leaks and patched, and a few corner boards have been replaced. The roof seems acceptable at this time. He also mentioned that the gate, which was required by the Conservation Commission, will also be installed to further secure the property.

Mr. Kelly recommended that funds previously approved for architectural/structural work, which are not needed at this time for such services, be redirected towards additional preservation work, including cleaning and staining the siding and installing the gate.

Chairman Morely asked for a status regarding the pre-approved funds for dam engineering. Mr. Kelly believes that the dam engineering work has not yet been agreed upon between all parties, and that discussions are ongoing. He suggested that \$4,600 of approved funds could be retained to be applied to dam engineering expenses in the future.

Mr. Hill asked if the \$4,600 figure is based upon an actual quote received. Mr. Kelly replied it was not, but rather it was derived from what amount of money would remain after the suggested preservation work was completed. Mr. Hill recommended that \$6,000, which was a figure estimated in the original proposal, should be retained for dam engineering at a minimum. Mr. Kelly stated that he could adjust the preservation work expenses to accommodate a \$6,000 holdback.

On motion duly made and seconded, it was unanimously:

VOTED: To approve \$8,000 of previously approved Community Preservation Committee funds for architectural/structural work on the Carding Mill House be redirected toward additional preservation work on the House, including restoration painting and restoration carpentry of woodwork and window sills, and that \$6,000 be retained for future dam engineering expenses.

Town Hall Windows - Mr. Kelly reported that he plans to submit an application for FY08 funding for work on the second floor Town Hall windows. He shared a preliminary draft copy of the application with the Committee. He has reviewed Community Preservation Act funding guidelines, and believes this project meets the requisite criteria. Mr. Kelly displayed photographs of the current conditions of the windows, noting they need glazing, are old, and lack energy efficiency tightness. Mr. Kelly recommends addressing some of these issues to preserve and restore the present windows, which work surprisingly well, given their age (the original windows are estimated to have been installed in the 1930s).

Chairman Morely asked about plans for storm windows, and noted that he is not sure they would meet CPA criteria. Mr. Kelly agreed that he is unsure if external storm windows would be allowed, however, he is researching whether internal storms could be accommodated. Mr. Kelly has consulted with the Ashland Facilities Manager, who has recently completed a corresponding project in Ashland's Town Hall, which is quite similar to Sudbury's. Mr. Kelly will visit the Ashland Town Hall next week to observe the restoration work completed. If storm windows were to qualify as historical preservation/restoration work, Mr. Hill asked how much more money would be needed. The Committee and Mr. Kelly estimated that the inclusion of internal storm windows could add \$12,000 to project costs.

The Committee and Chairman Morely encouraged Mr. Kelly to complete and submit his application for funding. However, Mr. Kelly was cautioned that the Historic Districts Commission and the Historical Commission will need to be convinced of the historical merit of this project. It was suggested that Mr. Kelly meet with those groups, perhaps in a joint session, prior to returning to the CPC for a public hearing on this project in November. Mr. Hill offered to help coordinate that meeting, and to electronically distribute Mr. Kelly's draft application to the Historical Commission.

In response to a question from Chairman Morely, Mr. Kelly provided the Committee with a brief update on the Parsonage. At 8:05 p.m., Chairman Morely thanked Mr. Kelly for the information, and concluded the discussion.

#### **Wayside Inn - FY08 Proposed Signage Project**

Present: Cynthia Hall Koure, Wayside Inn Development Consultant

Ms. Koure extended Fred Pryor's apologies for being unable to attend tonight's meeting. She reported to the Committee that the CPC funds of \$85,720 received two years ago were very well spent on surveying a complete landscape plan and development of a signage plan, both of which enhance public safety. She reviewed a bit of the history leading to this proposal, noting that the Inn's Master Plan recommended that the property would benefit from a more campus-oriented atmosphere.

Ms. Koure explained that the Inn has pursued a comprehensive signage plan in order to unify the property for visitors, improve and enhance public safety and handicap accessibility, and to establish a readily available historical context and interpretation for the Inn for visitors. The Inn believes that improving the property's signage will also provide a public value. Thus, the Inn is preparing a funding request application for \$160,000 to cover expenses for the production of 56 signs and accompanying consultant work. Ms. Koure explained that \$50,000 would be allocated for the nationally-renowned consultants Roll Barresi and Associates, and the remaining \$110,000 would cover the mechanicals, specifications, electronic files, contractors and permitting process for 56 signs.

Ms. Koure distributed a proposed budget. She also displayed exhibits of the 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. She emphasized how simple and tasteful the sign design is and how well-suited they are to the character of Sudbury and the Inn.

Chairman Morely mentioned that the signage plan is only one element of a larger marketing plan being implemented by the Inn's Trustees. Ms. Koure elaborated by briefly explaining that the Trustees are concerned that the Inn's revenues have diminished over recent years. The Inn is researching ways to reverse the declining trend in revenues by increasing its event activity and possibly renovating the barn. Ms. Koure emphasized that there are extremely limited options available on the State and Federal level for funding historic preservation projects. She has been pursuing as many as possible and has reached out to environmental groups as well for fiscal assistance. Currently, the restaurant operations provide the only revenues used to maintain the historic 125-acre property and its eight buildings. She noted that the Pepperidge Farm company has expressed interest in Grist Mill projects and the National Endowment for the Arts has funded a Longfellow reading program next March. The Trustees also recently voted to increase Trustee membership to help attract new contributors.

Ms. Cline asked if there have been safety problems or accidents reported on the property. Ms. Koure replied that there was an incident of a lawsuit related to handicap-access issues.

The Committee urged Ms. Koure to pursue other funding sources as well. Chairman Morely stated that Raytheon Corporation has been very supportive of Town projects and suggested that Ms. Koure contact Ms. Kablack to obtain Raytheon contact information for the Sudbury and Marlborough locations. Ms. Koure replied that she would welcome a personal introduction or referral from the Town.

Chairman Morely expressed to Ms. Koure that the Committee has received numerous funding requests for this year and next, and could potentially be committing to \$8-\$9 million dollars of projects, of which \$6 million could be bonded. He further stated that Sudbury only receives \$2 million in funds each year. Consequently, proposals will be highly scrutinized by the Town.

Ms. Cline's initial reaction is that \$160,000 is too much money to devote to signs. Chairman Morely agreed that citizens may react similarly to Ms. Cline unless Sudbury receives something in exchange for the funds. Mr. Morely suggested that the Inn Trustees consider granting the Town a Conservation Restriction on a portion of the property to ensure that the parcel could be preserved as open space in perpetuity, or sell development rights to the Town. Committee

members unanimously concurred that the Inn's funding proposal would have greater likelihood of acceptance at a Town Meeting if the Inn approached these requests with the intent of developing a long-term partnership with Sudbury to legally preserve portions of the property as open space.

Chairman Morely encouraged Ms. Koure to complete and submit the request for funding application. However, Ms. Koure was cautioned that the Historic Districts Commission and the Historical Commission will need to be convinced that this project meets CPA criteria for funding. It was suggested that Ms. Koure contact Mr. Hill or Lyn MacLean to coordinate a meeting with those groups, perhaps in a joint session, prior to returning to the CPC for a public hearing on November 28, 2007. In the interim, Chairman Morely suggested that the Trustees of the Inn could consider Sudbury's preference to receive something in exchange for any funds provided for signage.

Ms. Koure stated she will relay the outcome of tonight's discussion appropriately, and proceed with the application submission. She thanked the Committee for this opportunity, and invited everyone to the Inn for readings of Longfellow in March 2008.

Chairman Morely will update Mr. Pryor regarding tonight's discussion at a later date.

#### **Nobscot Boy Scout Reservation - Request for Administrative Funds**

Chairman Morely distributed a memorandum regarding a request for administrative funds from Director of Planning and Community Development Jody Kablack, on behalf of the Town Manager, dated September 27, 2007, to the Committee for discussion purposes. The memorandum explains that the Town has had continuing discussions with the Knox Trail Council and the Sudbury Valley Trustees regarding the preservation of the Nobscot Boy Scout Reservation. CPC funds have provided the Town with an appraisal of the property, which has been invaluable in negotiating the project. Ms. Kablack further states that after several months of review and discussion, the Town has requested that additional land be included in the first phase of the preservation project. This will require approximately \$6,000 of additional surveying and engineering work, and approximately \$4,000 for a revised appraisal. The Knox Trail Council has agreed to reimburse the Town for these additional costs from the proceeds of any payment made by the Town towards this project. Thus, the Town Manager is requesting that the CPC authorize \$10,000 from FY08 Administrative Funds for further engineering, surveying, and appraising of the Nobscot property.

Ms. Stewart stated that she would like to have updated information regarding how much, and for what purposes, administrative funds have been spent so far this year prior to approving additional requests.

Mr. Hill noted, and the Committee concurred, that the request is worded ambiguously regarding to whom the funds will be reimbursed by Knox Trail Council, i.e., whether funds will be returned to the Town General Fund or to the CPA fund. After a brief discussion, the Committee concluded that if granted, the funds should be considered as a loan.

On motion duly made and seconded, it was unanimously:

VOTED: To approve the allocation of \$10,000 from FY08 Administrative Funds for further engineering, surveying, and appraising of the Nobscot property, subject to the proviso that the future reimbursement received from the Knox Trail Council be returned to the CPA fund, if legally possible.

### **CPC Project Submission Forms**

Chairman Morely distributed to the Committee, for discussion at future meetings, the following Project Submission Forms: Young Property Acquisition, Housing Allocation to the Sudbury Housing Trust, production of affordable housing units through purchasing deed restrictions.

### **Minutes**

On motion duly made and seconded, Mr. Bell, Ms. Cline, Mr. Hill, Mr. Morely and Ms. Stewart:

VOTED: To approve the regular and executive session minutes of September 19, 2007, as amended this evening.

### **CPC Future Public Hearing Schedule**

October 17, 2007 - Young Property Public Hearing, Walkways and three Housing Initiatives

Mr. Hill opined that the last sentence of paragraph three on page four of the Project Submission Form for the Young Property Acquisition states, "Public access to the preserved land is contemplated." Mr. Hill believes the sentence should be revised to replace the word "contemplated" with the word "assured." In a brief discussion, the Committee was inclined to agree with Mr. Hill that access to trails should be made available to the public.

Ms. Cline stated that she hopes to learn more during the public hearing regarding acquisition of the Young property as to how the \$860,000 will be allocated amongst the three CPA categories.

Ms. Cline reported that the Sudbury Housing Authority (SHA) would like to know its public hearing date. Chairman Morely responded that contingent upon submission of the SHA Project Form, the discussion could be scheduled for November 7, 2007.

Chairman Morely announced that Parks and Recreation Director Dennis Mannone has confirmed that a Project Submission Form will be submitted this year for early engineering and land preparation for the Mahoney Field project.

Chairman Morely clarified that the CPC public hearings will not be televised. The CPC public hearings will be held in the Silva Conference Room at the Flynn Building.

### **Miscellaneous**

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Minutes  
Community Preservation Committee  
Wednesday, October 3, 2007  
Town Hall  
Page 6 of 6

**Wadsworth Cemetery**

Mr. Hill encouraged everyone to visit Wadsworth Cemetery to see the excellent work recently completed to restore the fencing. The Department of Public Works will be doing additional work to the area in the future.

On motion duly made and seconded, it was unanimously:

VOTED: To adjourn the meeting at 9:37 p.m.