

Present: Christopher Morely (Chairman), Sherrill Cline, Sheila Stewart, Jim Hill, Richard Bell, Lynne Remington, and Seamus O'Kelly

Absent: Georgette Heerwagen and John Drobinski

At 7:40 p.m., Chairman Morely called the meeting to order.

CPC Project Submission Proposals - Public Hearing

Chairman Morely opened the Community Preservation Committee (CPC) public hearing for presentations of eight proposals received this year for consideration for Community Preservation Act funding. At the November 19, 2008 CPC meeting, a public hearing was held to present eight additional proposals.

Project Submission Form - GIS Mapping

Present: Sudbury Technology Administrator Mark Thompson

Sudbury Technology Administrator Mark Thompson presented the project he submitted with the Town Manager, requesting \$30,000 of FY10 CPA funds for the purpose of creating a GIS Wetlands Data Mapping layer and CPC administrative tools to enhance the tracking of open space, housing and historic projects to assist the CPC with their duties. Mr. Thompson's PowerPoint presentation exhibited a comparison of infrared photography examples from the Town's source of current information to those which would become available with this GIS system.

Mr. Thompson has surveyed many Town departments and committees whose members have told him that the information which would be added to the system's features by including a wetland layer is integral to many Town decisions. He noted that the information could be beneficial when determining land values, planning for pest control projects regarding mosquitoes and beavers, provide better mechanisms for managing the Town's natural resources and open spaces, and help to reduce the workloads of the Conservation and Engineering Offices.

Mr. Thompson further exhibited how additional GIS data layers, maps and applications could be developed to support all Town CPC-related projects. Completed and pending CPA-funded projects could be tracked regarding funding sources, status, and could be linked to photographs as well. Online surveys can also be developed. He stated that the company providing the system, People GIS, serves as consultants to over 70 communities in New England, and will also provide training for Sudbury personnel and CPC members. Mr. Thompson emphasized that this system will help centralize CPC project information more efficiently.

Mr. O'Kelly asked how much more sophisticated this mapping system would be than what is currently available to the public on such programs as Google Earth.

Mr. Thompson responded that the new system would provide greater detail with resolutions of one inch equaling 100 square feet versus MassGIS which depicts 400 square feet per inch.

Ms. Cline noted that, although the CPC has been asked for \$30,000, the project is estimated to cost \$61,000, and she asked what the additional \$31,000 will purchase.

Mr. Thompson responded that the balance of \$31,000 is anticipated to cover consulting fees for training and to update Town maps to ensure that information utilized is current and accurate. Mr. Thompson further stated that the Town plans to implement a summer student-intern program to gather information for the GIS system.

Chairman Morely asked if information will also be available to the public.

Mr. Thompson responded that the system can be designed to accommodate information for public access if authorized by the Town or CPC.

There were no questions from the public.

Project Submission Form - Town Clerk Document Preservation

Present: Town Clerk Rosemary Harvell

Town Clerk Rosemary Harvell briefly reviewed her project request, in the amount of \$165,175, for the restoration and preservation of 16 historic Town volumes of records. She further explained that these records, most frequently accessed for information, research or genealogy purposes have deteriorated from use, and thus have been chosen to be restored, even though they may not be the oldest Town records.

Ms. Harvell distributed a few photographic exhibits to the Committee and additional information regarding the status of each of the 16 volumes and the recommended restoration treatments and costs. Later, she displayed an archival record volume to the Committee from 1639 and explained how the paper is deteriorating and what must be done to preserve the documents.

Ms. Harvell stated that as the documents are restored they can also be scanned for digitization to allow for greater public access on the Town website, in Town offices and/or at the Goodnow Library.

Chairman Morely asked where the documents will be preserved once they are restored.

Ms. Harvell noted that the proposal includes archival boxes. In addition, Ms. Harvell noted that, although the final preservation survey report which was approved and conducted earlier this year has not yet been finalized, it will likely suggest acquisition of a larger Town vault.

Mr. O'Kelly asked if there is much public demand for access to these volumes.

Ms. Harvell reiterated that she has chosen the 16 volumes most accessed by the public and Town employees. Ms. Harvell emphasized how fortunate Sudbury is to have an unbroken chain of Town records, which she believes should be properly maintained for future generations.

Sudbury Historical Commission Chair Lyn MacLean stated that the Commission unanimously supports this project request and hopes to share storage capacity in the future with the Town Clerk's Office.

In response to a question from Mr. Bell, Ms. Harvell noted that hard copy records will need to be maintained by the Town after the information is digitized for public record and legal purposes. She stated that hard copy and/or microfilm are the only records legally accepted at this time. Ms. Harvell further stated that, although all of these records are available on microfilm, it is not a popular medium for public access.

In response to a question from Mr. Hill, Ms. Harvell responded that the proposed restoration project should be completed in approximately one year.

There were no questions from the public.

Project Submission Form -Gravestone Restoration at Mt. Pleasant and Old Town Cemeteries

Present: Sudbury Historical Commission member James Hodder and Gravestone Services of New England Owner Kai Nalenz

Sudbury Historical Commission member James Hodder briefly described the Commission's project request for \$7,620 to complete restoration work on 18 gravestones from the 1800s at the Mt. Pleasant and Old Town Cemeteries. He distributed a few photographic exhibits to the Committee for review. Mr. Hodder noted that this project is supported by the Sudbury Historical Commission and the Department of Public Works.

Mr. Hodder introduced to the Committee Gravestone Services of New England Owner Kai Nalenz, who has completed previous work in both cemeteries. Mr. Nalenz briefly explained the deteriorating condition of the stones, noting that the situation should be addressed, since a few stones pose a public danger. He also described hi-tech methods used to repair the stones, including the use of epoxy adhesives. Ms. Remington asked for how long the adhesives hold. Mr. Nalenz responded that a long history of results does not yet exist, however, he has observed great success with the product's ability to contract and expand appropriately to demanding New England weather conditions. In response to a question from Ms. Cline, Mr. Nalenz further stated that he has used the particular epoxy material for four years, which has been manufactured by the same company for over ten

years. He also stated that the product has been endorsed by the Massachusetts Historical Commission.

There were no questions from the public.

Project Submission Form - Radar Survey at the Revolutionary War Cemetery

Present: Sudbury Historical Commission member James Hodder and Gravestone Services of New England Owner Kai Nalenz

Sudbury Historical Commission member James Hodder briefly described the Commission's project request for \$20,000 of FY10 CPA funds to help identify unmarked graves at Sudbury's historic Revolutionary War Cemetery, which is located within an historic district.

Gravestone Services of New England Owner Kai Nalenz briefly explained that there is an open area in the Cemetery where bodies are presumed to be buried, but where the gravestones have either sunk into the ground or disintegrated. Mr. Nalenz described the ground-penetrating radar process which would be used to create 3-D images of the graves, which could be integrated with the GIS mapping system.

In response to a question from Mr. O'Kelly regarding possible restoration work needed for gravestones found through this process, Mr. Nalenz and Mr. Hill stated that \$5,000 of the requested funds would be earmarked for such work. Mr. Nalenz distributed a few photographic exhibits to the Committee for review.

There were no questions from the public.

Project Submission Form - Sudbury Housing Authority Buy-Down Extension of Article 43 of 2006 Town Meeting

Present: Sudbury Housing Authority member Kaffee Kang

Sudbury Housing Authority (SHA) member Kaffee Kang explained to the Committee that the SHA is requesting no funds from the CPC, but rather a five-year extension to use the \$360,000 of CPA funds approved under Article 43 of the 2006 Annual Town Meeting. She stated that, due to the economic slowdown, there have been no condominiums recently completed and/or sold to the SHA for Chapter 40B developments.

Chairman Morely clarified that the appropriated \$360,000 was intended to purchase four condominiums. Ms. Kang stated that the SHA anticipates purchasing the first condominium in the spring of 2009.

There were no questions from the public.

Project Submission Form - Sudbury Housing Trust Fund Allocation - Production of Affordable Housing Units

Present: Sudbury Housing Specialist Beth Rust

Chairman Morely reminded the public that all of the Project Submission Applications received by the CPC for consideration this year are posted on the Town website.

Sudbury Housing Specialist Beth Rust presented the project application from the Sudbury Housing Trust (SHT) requesting \$230,000 for the FY10 10% Community Preservation Act housing allocation to be appropriated to the Sudbury Housing Trust for the purposes of preservation and creation of affordable housing in Sudbury for low and moderate-income households. Ms. Rust noted that this request is consistent with the original SHT charter, which stated that a 10% allocation would be requested annually.

There were no questions from the public.

Project Submission Form - Sudbury Housing Trust - Affordable Housing Buy-down Program - -Home Preservation

Present: Sudbury Housing Specialist Beth Rust

Sudbury Housing Specialist Beth Rust presented the project application from the Sudbury Housing Trust (SHT) requesting \$400,000 from CPA FY10 funds for the purpose of purchasing permanent, affordable deed restrictions on single or multiple-family units in Sudbury, for homeownership or rental, in accordance with affordability guidelines set forth by the Department of Housing and Community Development and other guidelines established by the Sudbury Housing Trust to convert to affordable housing.

Given the local and national real estate market, Ms. Rust noted that the SHT believes it is a good time to accelerate this program and to proactively seek to purchase homes at a reasonable price.

Chairman Morely asked Ms. Rust what are the income eligibility requirements for these homes. Ms. Rust responded that a variety of factors are considered, including the area home sale prices, interest rates, and area median income. Ms. Rust stated that for a family of four considering a home for a sale price of \$175,000, and the maximum income is approximately \$66,000.

There were no questions from the public.

Project Submission Form - Woods Walk

Present: Applicant Judith Rhome

Sudbury resident Judith Rhome presented her Project Application submission, requesting \$600,000 from CPA FY10 funds for the purpose of creating a group home for four residents of varying abilities, who need constant support in a residential low income-housing environment. Ms. Rhome stated that her proposal also includes the creation of a universally-accessible nature trail to be located on her property located at 161 Dutton Road. She further stated that she has also discussed with Sudbury's Conservation Coordinator the idea of providing a protected shelter on the property for bird watching. It is Ms. Rhome's hope that the eventual sanctuary would ultimately be accessed by many area organizations, including the Perkins School for the Blind and the Framingham School for the Deaf, as well as the residents of the group home.

Ms. Stewart asked who would be responsible for maintaining the nature trail and from where would the funding for maintenance come? Ms. Rhome responded that it is possible that a program of community credit for high school students could be developed to maintain the trail as has been done in Hopkinton. Ms. Rhome believes it will be easy to sustain the trail, since her Trust organization will continue to fundraise with the intention of eventually establishing an endowment fund.

Ms. Rhome stated that she is working with the Advocate Organization in Framingham, which will oversee the financial operations of the group home and staffing. In response to a later question from Ms. Remington, Ms. Rhome stated that the Advocate Organization is a national company familiar with processing the individual resident subsidies to handle operating expenses. Ms. Rhome emphasized the need for this type of affordable housing, since currently, no other group homes exist in Sudbury, nor are there any universally accessible nature trails.

In response to a question from the Committee, Ms. Rhome clarified that from the funds she is requesting, \$300,000 will be used by her organization as the initial payment for the home, at which time the Town would receive a Conservation Restriction on the property, and then Ms. Rhome would take back the mortgage for the remainder of the purchase price, with no interest for a three-year term. Ms. Rhome stated that she foresees no problem obtaining financing for the remaining mortgage. She further stated that she has contacted Marlborough Savings Bank to discuss the project, and she would be contacting other State and Federal agencies, including the Housing and Urban Development Office. She also mentioned that perhaps adding the mortgage to a Special Needs Trust would provide additional protection during the time she was the mortgage holder. Ms. Rhome plans to use another \$200,000 to renovate the interior of the home, and the remaining \$100,000 will be used to build the basic nature trail and parking lot.

Mr. Hill expressed concern regarding what would happen at the end of the three-year

term if no additional financing is obtained to take over the mortgage from Ms. Rhome. Ms. Rhome responded that she will attend to any potential outcomes to ensure that her son be able to remain in the home, or to maintain the home in memory of her son, if he were to predecease her. Mr. Hill suggested that Ms. Rhome pursue a type of buy-sell insurance policy, which could pay for the mortgage, if still held at the time of her death. Ms. Rhome enthusiastically responded to this suggestion.

The Committee asked if verification has been received that the proposed four bedroom group home would count as four affordable housing units for Sudbury. Sudbury Housing Specialist Beth Rust stated that the Town is in the process of determining that status. Ms. Rust further stated that the Department of Mental Retardation has informed the Town that individuals would be certified annually as part of the affordable housing inventory. Ms. Rust stated that it is hoped that this determination could be handled as part of the eventual deed rider rather than as an annual certification process.

Mr. Hill asked whether a resident would be asked to vacate the home if they inherited money and were no longer financially eligible to live there. Ms. Rust responded that such eligibility requirements could be specified in the deed rider. She also noted that unearned income from a trust is not typically considered when determining eligibility. Mr. Hill opined that these details will need to be delineated more fully prior to Town Meeting.

Chairman Morely asked if Town Counsel has offered an opinion on the project. Ms. Kablack responded that if this project is approved by the CPC as a warrant article, it will then be reviewed by Town Counsel.

There were no questions from the public.

On motion duly made and seconded, it was unanimously:

VOTED: To close the Public Hearing at 9:00 p.m.

Minutes

On motion duly made and seconded, it was

VOTED: To approve the minutes of November 5, 2008.

Minutes

On motion duly made and seconded, it was

VOTED: To approve the minutes of November 19, 2008.

CPC 2008 Annual Report

The Committee was in previous receipt of a Draft 2008 Annual Report for review.

On motion duly made and seconded, it was

VOTED: To approve the Community Preservation Committee 2008 Annual report as presented this evening.

CPC Future Meeting Schedule

The next meeting will be December 17, 2008, at 7:30 p.m. in a location to be announced. Chairman Morely and Ms. Kablack reminded the Committee that members will vote on which projects will proceed as warrant articles, and the accompanying warrant language, at this next meeting. Ms. Kablack asked that she be informed as soon as possible if the CPC requires any additional information regarding any of the project submissions prior to the December 17th deliberations.

Ms. Kablack opined that she and Ms. Rust have concerns that the Woods Walk Sanctuary proposal may not have enough documentation submitted to render a positive vote on December 17th. She stated that interim meetings have been held with Ms. Rhome to share these concerns. Ms. Kablack has suggested that a feasibility study and appraisal of the property be submitted to the CPC as soon as possible. However, Ms. Kablack noted that the restriction the Town would receive on the entire nine-acre parcel is certainly worth \$300,000 in today's market. Ms. Kablack has also suggested that, perhaps more flexibility should be considered by only considering two bedrooms as affordable units, and allowing the other units, if necessary, to be utilized for unqualified residents.

Mr. Hill opined that he wonders whether Ms. Rhome can require that her son be a resident of the group home for his lifetime. He later opined that the proposed mortgage arrangement presents significant risks.

Ms. Kablack has also asked that Ms. Rhome provide additional operating expense information. Ms. Rhome has stated that the Department of Mental Retardation subsidizes individuals at an average of \$480/month. The Committee strongly doubts that this group home will be able to be maintained on \$1920 per month. Ms. Remington opined that the sustainability of the project is an important factor for consideration.

Mr. O'Kelly opined that, although the project is well-intentioned, the proposal lacks adequate substantiation and seems premature at this time. Ms. Stewart concurred, stating the project seems too complex financially to come to fruition for the Annual 2009 Town Meeting. Although Ms. Stewart is supportive of the concept, she is inclined to not support the project as presented to date, unless other funding sources are secured.

Ms. Kablack noted that once a property has a deed restriction, the property becomes significantly devalued.

Chairman Morely opined that, although the project is admirable, the project is only worthy of CPA funding if the Town can garner four affordable housing units from its development.

Anticipating that sufficient information will not be provided by the December 17th deadline, a brief discussion ensued as to whether it is better to request a place holder for the project as a warrant article with conditions, or to deny the application at that time.

Ms. Cline opined that if adequate information is not received by December 17th, she is inclined to consider a place holder for the project subject to providing Ms. Rhome with a specific list of issues which must be resolved/completed by a certain date.

The Committee requested that Ms. Kablack inform Ms. Rhome that, at this time, the CPC is concerned that the project will not receive a favorable vote in two weeks, unless more detailed information regarding the project's operating budget, secured commitments for other financing, confirmation that Sudbury will receive credit for four affordable housing units, and mortgage-related matters which will offer the Town protection are received prior to December 17th for consideration. The CPC would hope to receive this information along with a completed feasibility study for the project prior to its next meeting.

Mr. Hill reported that the Sudbury Historical Commission unanimously voted to support all of the historic proposals except for the Frost Farm Restoration project proposal. The Commission could not justify the Frost Farm House as a historic structure. Mr. Hill further reported that the Massachusetts Historical Commission confirmed in writing that the Sudbury Valley Trustees (SVT) Barn Ramp Restoration project meets historical eligibility guidelines for major restoration versus routine maintenance. He noted that the Commission voted to support the project, and suggested that the Town request a historic preservation easement on the barn in return for the CPA funds, and that an explanation from SVT regarding the funding sources for the full amount of the project be provided prior to Town Meeting.

Ms. Kablack clarified that if CPA funds are used for open space, the Town need not necessarily own the property outright, however, the Town must maintain an interest in the property, such as a conservation restriction or the like.

On motion duly made and seconded, it was unanimously

VOTED: To adjourn the meeting at 9:50 p.m.