

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

At 7:36 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 seven proposals received this year for consideration for Community Preservation Act (CPA) funding. At the November 18, 2009 CPC meeting, a Public Hearing was held to present six additional proposals.

Chairman Morely welcomed to the meeting Boy Scout Troop 63's Troop Leader and two scouts, who are working towards their Communications Merit Badge.

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

Present: Sudbury Housing Specialist Beth Rust

Sudbury Housing Specialist Beth Rust presented the project application from the Sudbury Housing Trust (SHT) requesting \$180,000 for the FY11 10% CPA housing allocation to be appropriated to the SHT 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 previous requests made in the past two years, and the intent of the SHT charter, which envisioned that the 10% allocation would be requested annually.

Ms. Rust noted that this year's request is approximately the same amount needed to fund the acquisition of one Home Preservation unit, and will likely be used for that purpose. In response to a question from Ms. Remington, Ms. Rust explained that potential buyers will first be qualified through a lottery process in January 2010, after which, the Town will review the housing market for an appropriate acquisition.

Ms. Rust circulated to the Committee a copy of the Massachusetts Housing Partnership "Municipal Affordable Housing Trust Guidebook." Sudbury's affordable-housing accomplishments are prominently featured in the publication. On behalf of the Committee, Chairman Morely congratulated Ms. Rust on this positive publicity and recognition.

There were no questions from the public.

Project Submission Form – Construction of a Town Hall Vault

Present: Town Clerk Rosemary Harvell

At 7:41 p.m., Town Clerk Rosemary Harvell addressed the Committee regarding the project request she submitted, in the amount of \$401,880, as an Historic Preservation project, to construct a Town Hall vault for Town archives and to provide permanent protection for Town records and artifacts. Ms. Harvell announced this request is being withdrawn. Instead, she explained that a grant application will be filed for funds up to \$400,000 for this project. Notification of receipt of the grant is not expected prior to the 2010 Town Meeting, however, based upon that outcome, this project may be re-submitted next year.

Ms. Harvell thanked the Committee for its thoughtful review of the project, noting that, even though it will be withdrawn, she believes the time was useful for becoming familiar with the information and the project's needs for the future.

There were no questions from the public.

Project Submission Form – Upgrade of Existing Town Hall Vaults

Present: Town Clerk Rosemary Harvell

Town Clerk Rosemary Harvell briefly reviewed her project request, in the amount of \$67,795, as an Historic Preservation project, to upgrade the two existing vaults located in the Town Hall with shelving, climate control and fire suppression. She noted that the fire suppression system will not include sprinklers.

In response to a question from Ms. Cline, Ms. Harvell clarified that recent vital records are also considered to be historic records because they must be kept permanently.

Ms. Harvell described the contents of the upstairs vault as active, frequently accessed historical records and the downstairs vault houses rarely accessed files.

Mr. Bell asked where and how the records will be stored during renovation of the vaults. Ms. Harvell responded that it would be best to remove the documents and temporarily relocate them.

Ms. Heerwagen and Ms. Cline noted that, upon completion, archival volumes, which are currently being restored with CPA funds appropriated last year, would be returned to vaults that do not have the proper preservation conditions, unless this project is approved.

Sudbury Historical Commission Chair Lyn MacLean expressed support for this project. Ms. MacLean confirmed that the humidity conditions in the downstairs vault are such that no paintings can be kept there without risk of significant deterioration.

There were no questions from the public.

Project Submission Form - Radar Survey at the Revolutionary War Cemetery

Present: Sudbury Historical Commission member Elizabeth Radoski

Sudbury Historical Commission member Elizabeth Radoski presented the request submitted by the Sudbury Historical Commission, as an Historic project, for \$20,000, to perform a ground-penetrating radar survey to identify unmarked graves at Sudbury's Revolutionary War Cemetery, within the Sudbury Center Historic District.

Ms. Radoski updated the Committee that much of the work has been completed to lift stones at the Old Town and Mt. Pleasant Cemeteries. She briefly described the standard, non-destructive radar process, which will be used to map graves in the Revolutionary Cemetery.

Chairman Morely reminded the Committee that this project was submitted last year. Mr. Hill stated that the project was deliberated favorably, but was withdrawn last year, due to the numerous projects under consideration.

Mr. O'Kelly asked if there is any evidence as to whose graves may be discovered. Ms. Radoski responded that several people have researched historic documents and have amassed a list of persons/families, whose graves may be unmarked. It was noted that only the gravestones will be uncovered with this project, not the graves themselves.

Ms. Radoski thanked the Committee for its previous funding support of cemetery projects, noting how well Sudbury's cemeteries are maintained in comparison to those in other cities.

Mr. Bell asked for what the extra \$5,000 requested will be used. Ms. Radoski and Mr. Hill explained that it is intended as a contingency fund in case an emergency restoration is required and/or for permanent markers. Ms. Kablack noted that the project, if approved, would be required to go out for bid.

Sudbury resident Tom Hollecher asked for clarification, which Ms. Radoski provided, as to what is expected to be found with the radar technology.

Ms. Kablack and the Committee commended Ms. Radoski for her work this past year overseeing the impressive restoration of the Loring Parsonage, which is nearly complete. Ms. MacLean noted that there is a plan to create a display area in the Parsonage lobby for artifacts found through the construction process and from the original building.

Ms. Radoski invited the Committee and the public to attend the Hosmer House Open Houses on December 5th and December 6th from 10:00 a.m. to 4:00 p.m., and on December 9th and December 10th from 6:00 p.m. to 9:00 p.m.

There were no other questions from the public.

Project Submission Form – Cemetery Tomb Doors Restoration

Present: Sudbury Historical Commission member James Hill

Sudbury Historical Commission member James Hill explained the request submitted by the Sudbury Historical Commission, as an Historic project, for \$30,000, to restore, as best as possible, the vandalized tomb doors in the Town Center, along Concord Road and at Wadsworth Cemetery.

Mr. Hill briefly explained the bonding process, which will be used to bond new slate to the original slate material on the tomb doors. He also noted that the doors might need to be grinded in order to properly close in the future.

Ms. Heerwagen inquired if the Town's insurance covers restoration costs. Ms. Kablack responded that Town Counsel has stated that the Town's insurance does not cover such non-capitalized assets. Mr. O'Kelly opined that he is surprised such damage is not covered.

There were no questions from the public.

Project Submission Form – Historical Asset Assessment and Preservation Plan

Present: Director of Planning and Community Development Jody Kablack

Director of Planning and Community Development Jody Kablack presented the request submitted by the Town Manager, in the amount of \$25,000, to fund consulting services to inventory and assess the Town's historic assets. Ms. Kablack noted that the inventory will exclude real property and structures. She explained that the plan would include an inventory of all documents and artifacts owned by Sudbury, which are held by various organizations in various locations, and assess their condition and value. The plan will also assess risks to the assets, and provide storage and care recommendations. In addition, insurance coverage recommendations will be provided, and a database of the assets will be created.

Ms. Kablack emphasized, that although many entities have devoted time to similar efforts, a comprehensive list of information does not currently exist. Creation of such an inventory will enable the Town to better plan for the permanent preservation of its historic assets and storage needs. Based upon her research, Ms. Kablack further stated that no other town seems to have undertaken the coordination of this documentation. She believes this project is clearly eligible for CPA funding, and she hopes the project will become a prototype for the future.

The project will include input from the Sudbury Historical Commission, the Goodnow Library, the Sudbury Historical Society, the Town Clerk's Office, First Parish and the Wayside Inn.

Ms. MacLean reported that the Sudbury Historical Commission has already created a complete inventory of the contents of Hosmer House. She commended the scope of the project, but she also cautioned that the project will take considerable time to be done accurately.

Mr. Bell questioned whether the requested \$25,000 is enough to accomplish the task. Chairman Morely opined that the amount seemed high, since a lot of information has already been documented by separate entities. Mr. Hill noted that, although \$25,000 may not be enough to complete the project, it certainly will get the project started in the right direction. Ms. Kablack stated that, if recommended by the Committee, she will obtain more cost-specific information prior to the Annual 2010 Town Meeting.

Mr. Hill asked if there will be a committee designated to work on the project. He suggested that a working group be formed, with a liaison member from each of the entities with which Ms. Kablack will be working to collect the information. The Committee concurred with this recommendation.

There were no questions from the public.

Project Submission Form - CSX Rail Corridor Acquisition

Present: Director of Planning and Community Development Jody Kablack

Director of Planning and Community Development Jody Kablack presented the request, submitted by the Town Manager, as an Open Space/Recreation project, for \$256,200, to acquire the 1.2 mile railroad corridor from the Chiswick Park Road off Union Avenue south to the Framingham line.

Ms. Kablack announced that the Town is actively negotiating with CSX and hopes to close and take title on the property before December 31, 2009, for a purchase price to be covered by already appropriated funds from last year. However, as a safeguard, Ms. Kablack recommends that a placeholder be held for the article.

Ms. Kablack had also circulated to the Committee this evening, copies of a FY10 Administrative Funds request for \$16,750, for completion of an on-the-ground survey and Soil Management Plan for the CSX railroad corridor.

Mr. O'Kelly asked why a survey is required. Ms. Kablack responded that both of these items have been required by CSX as part of the Purchase and Sale Agreement. Ms. Kablack highlighted that no accurate survey exists for the entire parcel, and that the only information available is from 1915. Town Counsel Paul Kenny has strongly recommended that a survey be completed. In addition, Ms. Kablack noted that all properties previously purchased with CPA funds have had surveys completed.

In response to a question from Mr. Bell, Ms. Kablack reported that sufficient FY10 Administrative Funds remain to cover the request, since hardly any funds have been requested this year for project-related needs. Chairman Morely stated that surveys are one of the primary purposes the Committee has designated for use of Administrative Funds.

Sudbury resident Dick Williamson, 21 Pendleton Road, thanked the Committee for its funding support of many projects, which will be helpful to the future creation of a rail trail. Mr. Williamson supports this project as another step in that direction. He also commended Town staff members who have negotiated, what he believes to be, a bargain price for the parcel, compared to what other communities are considering paying CSX for similar land.

Sudbury resident Pat Brown, asked if there will be additional Public Hearings on the CSX parcel. Chairman Morley responded that tonight's forum is the only Public Hearing scheduled with the CPC.

Sudbury resident Tom Hollecher expressed his support of this project request, stating he hopes a rail trail will be built.

Mr. Hill clarified that the purchase of the CSX parcel is not intended specifically for a rail trail, but rather has been presented as a protection of the Town's water supply. Ms. Kablack concurred, further stating that the parcel has also been presented as desirable for passive-recreational uses. Later, Mr. O'Kelly emphasized that the efforts to purchase this CSX parcel has nothing to do with the Bruce Freeman Rail Trail, which is owned by the State.

Ms. Heerwagen later asked if the Town is still pursuing compensation for past contamination. Ms. Kablack stated that this issue is probably now included in the significant cost reduction under consideration. She further stated that the Town would likely accept the property as is, however liability will remain with CSX.

There were no further questions from the public, and later,

On motion duly made and seconded, it was unanimously:

VOTED: To approve the request for FY10 Administrative Funds for \$16,750, for completion of an on-the-ground survey and Soil Management Plan for the CSX railroad corridor, pending the execution of a Purchase and Sale Agreement.

Project Submission Form - Town Hall Architectural and Design Study -Update

Present: Director of Planning and Community Development Jody Kablack

Director of Planning and Community Development Jody Kablack provided the Committee with additional information regarding the major concerns of eligibility of the design for CPA funding, and the eligibility of Town Hall restoration for CPA funding, as expressed at the November 18, 2009 meeting. Ms. Kablack noted that the documentation indicates that both projects are eligible, but that not all costs associated with the project may be eligible. The supplemental reading material provided included a description and floorplans for the original 1930 design of the current Town Hall, which reflect that the building was used for the entire community, and housed all Town offices at that time.

Ms. Kablack also provided the Committee with information and photographs, which she briefly described, regarding Town Hall restorations in other communities which have been completed with the use of CPA funds. She also contacted the Community Preservation Coalition, which confirmed that a study of a Town Hall is eligible for CPA funding, since the building is an historic asset, and any historic resources of a town can be studied using CPA funds.

Ms. Kablack has also discussed the project with the Permanent Building Committee (PBC), which supports the project, noting it is similar to the \$25,000 study and process it utilized for a new Police Station proposal done two years ago. The PBC also noted that the request for \$50,000 seems appropriate, since renovation/restoration costs are often higher than those for new construction.

Ms. Kablack also stated that this project would go out for a \$50,000-capped bid. She further stated that the Board of Selectmen supports this project request.

Chairman Morely opined that the additional information provided has helped to define the project a bit more than what was presented at the last meeting.

Ms. Remington asked if the Town has performed a space needs study, and she questioned whether a needs study should be done prior to a feasibility study. Mr. Hill, Ms. Cline, and Ms. Stewart concurred. Mr. Hill stated that he is inclined to believe that the Town should first determine its needs, and have a scope of a plan, before it asks vendors to bid on a feasibility project, and before the Committee is asked to vote on funding eligibility.

Ms. Remington questioned whether, in these economic times, the project is viable. It was also questioned why CPA funds would be requested to pay for a space needs study rather than the Town paying for its completion. Ms. Kablack responded that the Town Manager views this as the initial step of an anticipated five-year project. She further stated that Town Manager Valente carefully monitors the Town's debt structure so as to present projects like this to the community at financially-opportune times. Restoration of the Town Hall would likely follow after the Town resolves the issue of construction of a new Police Station.

Ms. Cline opined that closure and completion of a new Police Station could be years away, and that other factors and needs could arise in the meantime. Ms. Remington concurred.

Chairman Morely stated he is appreciative of the larger project scope presented tonight. Ms. Kablack stated that the intention is to begin to address the Town's aging infrastructure, by utilizing some CPA funds to improve Town Hall.

Mr. Hill stated he has no objection to the goal of making Town Hall more useable, but he would like to be able to review a more specific plan prior to voting on funding.

Mr. O'Kelly stated that he believes the renovation of Town Hall is clearly eligible for CPA funding, and that the only question remaining is for what purposes the funds will be used, and whether they are eligible. Ms. Kablack responded that, at this time, the Town Manager and the Board of Selectmen do not have a specific plan other than to possibly move School administration offices into the Flynn Building and then relocate the Flynn offices into Town Hall. Town Manager Valente has expressed interest in attending the Committee's December 16, 2009 meeting to further discuss the project. The consensus of the Committee was that Ms. Valente's input would be welcomed.

Ms. Radoski stated that parking in the middle of the day is already difficult in the Flynn Building/Town Hall area. She suggested that adding offices and additional personnel to this area, without addressing parking issues, could be extremely problematic.

There were no questions from the public.

Project Submission Form – Reallocation of Hosmer Painting Appraisal Funds

Present: Sudbury Historical Commission Chair Lyn MacLean

Sudbury Historical Commission Chair Lyn MacLean explained the Commission's request to re-allocate approximately \$2,500 of leftover funds previously appropriated for the appraisal of the Hosmer paintings, for the purpose of restoring a few valuable paintings.

Ms. Kablack reported that Town Counsel Kenny has opined that the new purpose is different than the original purpose for the funds, and thus a new article should be submitted to Town Meeting for this purpose. Ms. MacLean responded that she is inclined to increase the funding request, if a new Town Meeting article must be presented. Chairman Morely reminded Ms. MacLean that the Committee's proposal deadline was October 31, 2009. Thus, the Committee would need the article language to be drafted in such a way as to justify an exception being made to accept a new article proposal at this late date. Mr. Hill stated that the Commission will discuss its options, and will let Ms. Kablack know its intentions by the end of this week.

There were no questions from the public.

Minutes

On motion duly made and seconded, it was:

VOTED: To approve the minutes of November 18, 2009.

Miscellaneous

Project Submission Form - Town Hall Lighting - Update

Present: Director of Planning and Community Development Jody Kablack

The Committee was in previous receipt of a letter from Town Manager Valente, sent to Sudbury Historical Society, Inc. member Lee Swanson, dated November 30, 2009. Town Manager Valente states that, although, the proposal is commendable, such Town buildings and/or property projects must be submitted to the CPC by the Town Manager. Ms. Valente also stated she will consider the project in a subsequent funding round after Town Hall restoration plans have been further developed.

There were no questions from the public.

Upcoming CPC 2009 Meeting Schedule

The next meeting is scheduled for December 16, 2009 at 7:30 p.m., in the Silva Conference Room.

On motion duly made and seconded, it was unanimously:

VOTED: To adjourn the meeting at 9:10 p.m.