

Present: Bob Beagan, Jim Hill, Sherrill Cline, Christopher Morely, Seamus O'Kelly, Thomas Friedlander, John Drobinski, Lynne Remington, and Bill Kneeland and Director of Planning and Community Development Jody Kablack

At 7:37 p.m., Chairman Morely called the meeting to order.

Public Hearing: Community Preservation Act – FY15 Project Submissions – Part 1

At 7:37 p.m., Chairman Morely opened the Public Hearing to hear five of the nine presentations for the project submissions received for requests for FY15 Community Preservation Act (CPA) funding. Chairman Morely further stated the Committee would hear the remaining presentations at its December 4, 2013 meeting, and it would deliberate the projects at its January 15, 2014 and January 29, 2014 meetings.

Chairman Morely explained the Committee evaluates the proposals for whether they are CPA-eligible, and how the project proposal fits into the Town's short and long-term CPA budget planning. He referred anyone interested in more information regarding the organization and mission of the Committee to access the October 2009 Report, under the Community Preservation Committee Documents on the Town website.

Chairman Morely explained how CPA revenue is generated from Town surcharges and state matching funds, and how expenses are tracked. He stated that, only twice in ten years has the Committee voted to spend more in a year than the income it anticipates receiving in the same year. Chairman Morely emphasized the Committee has tried to save money each year to build reserves. He noted that, this year, the Committee has received requests which far exceed the anticipated annual income. Chairman Morely stated the Committee will balance these factors and others in its deliberation process.

Project Submission Form – Town-wide Walkways

Present: Town Engineer/Department of Public Works Director Bill Place

At 7:42 p.m., Department of Public Works (DPW) Director Bill Place explained the request for \$100,000, to continue the work for engineering, design and construction of priority Town walkways. Referencing a map, Mr. Place described locations where recent walkway work has occurred. He noted the Town has received 11 neighborhood walkway petitions, and there are seven other neighborhoods which have expressed interest.

Mr. Place stated the average cost to construct a walkway is approximately \$35 per foot. He explained some walkways are far more costly due to engineering required. Mr. Place stated the Town has constructed approximately 5.5 miles of walkways in the past nine years, utilizing approximately \$900,000 of CPA funds. He also stated the Town is able to construct approximately 2,000 feet of new walkway each year, and it can maintain approximately 2,000 feet of walkway each year.

Chairman Morely clarified CPA funds can only be used for new walkway construction, and that funds for maintenance are covered within the Town budget.

Mr. Beagan asked if the Town's walkway program existed before Sudbury's CPA program.

Mr. Place stated the Town's walkway program began in 1969 on Concord Road.

Ms. Kablack stated the Town currently has 45 miles of walkways, of which 5.5 miles were built with CPA funds.

Chairman Morely and Ms. Kablack noted that, in 2001, an article was proposed for \$2.8 million to construct 16 miles of walkway, but it failed to pass. Since then, the Town has requested smaller appropriations each year to complete the work.

Mr. Beagan noted walkway CPA funds are considered eligible as recreation funds. He asked how much more money is needed to complete the Town's walkway plan. Mr. Place estimated that, in today's costs, \$1.7 million more would be needed.

Mr. Friedlander asked if specific locations have been identified for this year's requested funds. Mr. Place stated work on Dudley Road is currently underway, and that the Planning Board conducts a Public Hearing each year to prioritize the neighborhood petitions for the next location.

Ms. Kablack noted the neighborhood petition process has been a successful approach, and more information is available on the Town website.

There were no other questions from the Committee or public at this time.

Project Submission Form – Flynn Building Painting

Present: Combined Facilities Director Jim Kelly

At 7:50 p.m., Combined Facilities Director Jim Kelly explained the request submitted by the Facilities Department, requesting \$36,000 to paint the exterior of the Flynn Building, which he stated was an historic building (the front section was built in 1897).

Mr. Kelly stated the Flynn Building was last painted in 2007, and that now is the time to paint it again to preserve the structure.

CPC member and Sudbury Historical Commission (SHC) Vice Chair Jim Hill stated the SHC supports the request to preserve the building before further damage occurs.

Mr. O'Kelly asked if the \$36,000 is an estimate or whether bids have been already solicited. Mr. Kelly explained how he estimated the cost based on the work done in 2007.

Mr. Friedlander questioned how it is determined whether a project is maintenance or preservation. Chairman Morely stated this question arises often, and depending on whether old or new maintenance is requested will determine the outcome. He further stated the CPA includes painting in its definition of preservation of an historic structure.

Sudbury resident Dan DePompei, 35 Haynes Road, stated that he understands any historic building owned by the Town qualifies for preservation by CPA guidelines. However, he asked if a private historic structures would also qualify. Chairman Morely stated private citizens have been encouraged in the past to approach the Committee regarding any historic project. However, he further stated the CPC would

likely request from the private citizen an interest in the property (i.e., an Historic Preservation Restriction) in some form so as to protect its investment.

There were no other questions from the Committee or public at this time.

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

Present: Sudbury Housing Trust Chair Michael Buoniconti

At 7:59 p.m., Sudbury Housing Trust Chair Michael Buoniconti presented the application from the Sudbury Housing Trust (SHT) requesting the FY15 annual 10% Community Preservation Act housing allocation of \$202,500, to be appropriated to the SHT, to continue its programs, particularly the Home Preservation Program.

Mr. Buoniconti stated the SHT was formed by Town Meeting in 2006. He explained the SHT was created for the purposes of preservation and creation of affordable housing in Sudbury for low and moderate-income households. Mr. Buoniconti stated CPA funds have been appropriated for the past six years, which have resulted in the creation of eight new affordable units, and the SHT has assisted with the creation of seventy other affordable housing units in Sudbury.

Mr. Buoniconti briefly described the Housing Trust's successful Home Preservation program, which would continue if the annual CPA funds are approved. He also mentioned the Small Grant Program, which has awarded \$65,000 to 27 senior-citizen households. He highlighted 10% of CPA funds received must be spent on housing-related projects. In addition, Mr. Buoniconti highlighted the Town has a Housing Production Plan (HPP) which was approved by the State. He stated the CPA appropriation each year is critical for the implementation of the HPP.

Sudbury resident Dan DePompei, 35 Haynes Road, stated the SHT request is for the full 10% housing appropriation. However, Mr. DePompei noted there are other housing-related proposals submitted this year, all of which total approximately \$650,000. Chairman Morely stated the Committee will need to deliberate the three competing housing-related proposals.

Mr. DePompei asked if the SHT currently has other funds available. Mr. Buoniconti stated the SHT has approximately \$450,000.

Ms. Cline asked how much of the \$450,000 is earmarked for the Maynard Road project. Ms. Kablack stated approximately \$210,000 is for the Maynard Road project, and another \$225,000 is earmarked for the next Home Preservation unit.

There were no further questions from the Committee or public at this time.

Project Submission Form – Sudbury Monument Restoration Project

At 8:05 p.m., Sudbury resident Rachel Goodrich, 10 Maple Avenue, presented to the Committee the request submitted by the Sudbury Military Support Network for \$12,500 to restore and preserve all of Sudbury's military monuments to allow them to properly honor those who have served and died for their country, to increase awareness and highlight the monuments and to establish an annual

inspection/maintenance program to preserve the monuments. In addition, copies of a letter of support from DPW Director Bill Place dated November 18, 2013 were distributed.

Ms. Goodrich listed numerous Town committees, boards and groups she has met with, all of which have unanimously supported the project. She circulated photographs and a brochure of the monuments to the Committee for review.

Chairman Morely asked Ms. Goodrich to name each of the monuments, and to describe the nature of the proposed work. Ms. Goodrich described work to be completed, including landscape clearing, restoration of ironwork, and securing plaques. She stated a restoration contractor has advised that after the initial work is completed, ongoing maintenance should be minimal.

Mr. Drobinski asked if sufficient funds are being requested. Ms. Goodrich stated the work has been estimated at \$10,000, and thus she requested \$12,500.00 to cover unanticipated costs. She further stated she will discuss with Mr. Place whether the DPW can assist with the landscape work, and she will approach local businesses to donate new plantings, where needed.

Chairman Morely reminded Ms. Goodrich to be mindful of coordinating work for monuments in the Town Center with the larger Town Center Intersection Improvements project.

In the future, Ms. Goodrich stated she hopes to also create a self-guided and/or children's tour of the monuments.

Mr. Hill stated the Sudbury Historical Commission (SHC) supports the project.

Mr. Friedlander asked if the monuments' current condition of disrepair was due to a lack of maintenance and financial resources. Ms. Goodrich stated most of the current damage is from normal wear and tear of the materials. She also noted that, in the past, there has been no central entity responsible for their maintenance.

Mr. O'Kelly commended Ms. Goodrich for her efforts. He read her brochure, and he believes the project is an appropriate use of CPA funds. For the record, Mr. O'Kelly stated he supports the project.

There were no other questions from the Committee or public at this time.

Project Submission Form – Sudbury Historical Commission – Gravestone Restoration

Present: CPC member and Sudbury Historical Commission (SHC) Vice-Chair Jim Hill, SHC Chair Lyn MacLean and SHC member Liz Radoski

CPC member and Sudbury Historical Commission (SHC) Vice-Chair Jim Hill described the proposed project submitted by the Sudbury Historical Commission (SHC) requesting \$200,000 to restore approximately 150-200 damaged and deteriorating gravestones in Sudbury's cemeteries over a three to four-year period. Mr. Hill referred to copies of maps of the Old North and Wadsworth Cemeteries and a listing of the damaged gravestones, which SHC Chair Lyn MacLean and SHC member Liz Radoski researched and compiled. He stated **most (or all?)** of the gravestones needing restoration are dated prior to 1930, and prior to when the Town's perpetual care program existed.

Chairman Morely asked Mr. Hill to describe other work previously done for the Town by the proposed contractor. Mr. Hill described work done at the Revolutionary War Cemetery, including the radar ground-penetrating work done to identify sunken gravestones.

SHC member Liz Radoski also described work done at the Mt. Pleasant Cemetery.

As a result of this work, Chairman Morely stated the cemeteries look dramatically improved.

Mr. Hill recognized the many hours volunteered by Ms. MacLean and Ms. Radoski to compile the gravestone information, noting that it otherwise would have had to be done by an outside contractor for an additional expense.

In response to a question from Ms. Cline, Ms. Radoski described some of the techniques used to repair broken stones. Ms. Cline also asked whether the request for \$200,000 is an estimate. Ms. Radoski stated the amount was proposed based on costs for similar prior work completed.

Chairman Morely stated that, usually, the estimates given for historical projects have been conservative. Ms. Radoski emphasized the SHC carefully monitors its projects and funds.

Mr. Beagan thanked the SHC representatives for their work.

There were no further questions from the Committee or public at this time.

Miscellaneous

Chairman Morely announced the Town will receive \$895,751 (a 56% match) in Community Preservation Act (CPA) matching funds for FY14. He explained several factors which accounted for the increase to previous projections.

Ms. Kablack stated the Town has received approximately \$9.5 million in State matching CPA funds over the past twelve years.

Minutes

On motion duly made and seconded, it was unanimously:

VOTED: To approve the minutes of November 6, 2013.

CPC Future Meeting Schedule

The Committee's next meetings are scheduled for a Public Hearing on Proposals on December 4, 2013 at Town Hall, on January 15, 2014 for Deliberation of Proposals, in the Silva Conference Room, on the second floor of the Flynn Building, and on January 29, 2014, to submit Warrant Articles.

On motion duly made and seconded, it was unanimously:

VOTED: To adjourn the meeting at 8:28 p.m.