

Present: Christopher Morely (Chairman), Bob Beagan, Lynne Remington,
Pat Brown, Fred Floru, Elizabeth Quirk, Thomas Friedlander, Sherrill
Cline, Director of Planning and Community Development Jody Kablack

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

Ms. Kablack reminded the Committee of the Town Forum on November 9, 2015 at the Library from 7:00 p.m. – 9:00 p.m. and the earlier reception at 6:30 p.m. to meet the new Town Manager. She also reminded the Committee of the Hopesudbury telethon this weekend.

Sudbury Historical Society – Administrative Funds Request

Present: Sudbury Historical Society Executive Director Sally Hild

At 7:38 p.m., Chairman Morely welcomed Sudbury Historical Society Executive Director Sally Hild to the Meeting. Copies of a letter from Sudbury Historical Society, Inc.'s President Stewart Hoover dated November 1, 2015 were distributed tonight.

Ms. Hild explained the Society would like to start to negotiate a lease for the Parsonage with the Town. The Permanent Building Committee (PBC) Co-Chair Elaine Jones has advised the Society that an appraisal costing approximately \$3,900 would be needed as part of the legal process.

Ms. Hild stated the Society does not have the estimated funds, and since the Parsonage is a Town-owned building, the Society is requesting \$3,900 from the CPA Administrative Funds.

Ms. Kablack reported the Committee is close to having spent its budgeted amount of Administrative Funds for project feasibility studies. She noted there are some unpaid items, such as a commitment to the Sudbury Valley Trustees (SVT) for stewardship funds associated with a new conservation restriction on the Libby and Dickson properties, which could possibly be paid half this year and half next year.

Chairman Morely stated he supports the purpose of the request, but funds are tight. He suggested the Committee could commit to the request, pending a discussion with the SVT regarding its flexibility for funding.

Ms. Quirk asked if the PBC has any funds which could be used. Ms. Hild stated it would need to come from the Board of Selectmen or Town budget and not the PBC's.

Ms. Brown asked what the timeframe is for the Society. Ms. Hild stated it is anticipated the project will move along quickly. She noted a State grant was received and a designer has been chosen. Ms. Kablack stated the appraisal needs to be done before the Request for Proposal (RFP) for the lease is issued.

Chairman Morely asked the Committee if there were any objections to the request and there were none offered. The consensus of the Committee was that Ms. Kablack should explore SVT's flexibility and speak with Ms. Jones and report back to the CPC at the November 18, 2015 Meeting.

Annual Committee Organization

Mr. Friedlander stated he believes it is good practice for committees/boards to rotate the appointment of the Chair. He stated he had discussed this with Mr. Morely, who has been the CPC Chair for the past nine years.

Mr. Friedlander stated he would be interested in being the CPC Chair, if Mr. Morely does not want to continue in the position.

Mr. Morely stated the Committee typically discusses its organization at its first meeting of the fiscal year, and he has asked in recent years if anyone else has had interest in being the Chairman, and no one else has expressed interest. Mr. Morely stated he thinks it would be best for him this year to continue in this role because there are so many projects going on and there have been a lot of Town personnel changes.

Ms. Remington stated that, for this type of Committee, she finds the historical perspective that Mr. Morely's continuity provides as invaluable. She stated she has learned a lot from his lifetime of experiences in Town and with his knowledge of the CPC past projects.

Ms. Brown stated it is sometimes difficult to be actively involved in the substance of the discussion when you are also concerned about the administration of the meeting.

Ms. Cline stated that, in practice, she thinks Mr. Friedlander's idea is a good one, however, she chose to make a motion to nominate Mr. Morely as Chairman. The motion was seconded by Ms. Remington.

On motion duly made and seconded, it was unanimously:

VOTED: To approve the nomination of Christopher Morely as Chairman of the Community Preservation Committee.

On motion duly made and seconded, it was also unanimously:

VOTED: To approve the nomination of Lynne Remington as Vice-Chairman of the Community Preservation Committee.

FY17 CPC Financials & CPA Bonding Capacity and Review of FY17 Project Submissions for the Annual 2016 Town Meeting

Ms. Kablack circulated copies of information regarding the FY17 CPC Financials, the CPA Bonding Capacity dated November 4, 2015, and the nine Project Submission Forms received for funding requests, and she briefly summarized the information. She asked Committee members to bring all the proposal information to the next meeting on November 18, 2015, and she stated she would provide at the next meeting an update of the CPA Projects Report. Ms. Kablack stated FY17 Project Submissions total \$2,117,600, and she noted the FY17 CPA revenue anticipated to be remaining after expenses (including debt service) is \$679,802. She further stated the Wayside Inn has yet to determine its requested amount. Ms. Kablack noted the State match is expected around November 15, 2015, and it is not known at this time how much more money Sudbury might receive from surplus State CPA funds. Thus, she has conservatively budgeted only for the anticipated 18% match.

Mr. Friedlander asked if there is a "ball park" figure for the Wayside Inn proposal. Chairman Morely stated it could be \$5-6 million, but no information is yet available. Chairman Morely noted there are CPA reserves, which Ms. Kablack estimated at \$3 million. Ms. Kablack stated it is possible a combination of reserves and bonding could be used for funding, as well as possible funding over multiple years. Mr. Friedlander stated perhaps the CPC and Selectmen could split the funding. Ms. Kablack explained the Wayside Inn Board of Trustees presented its proposal for the Town to purchase development rights to the Selectmen who thought it

was a good project. However, she stated the Inn is still evaluating its information and it will need to make an offer to the Town. Ms. Kablack stated the Inn should be able to provide more figures in the next few weeks.

Chairman Morely proceeded to read aloud the following Project Submission proposal names and he asked if there were any questions/comments.

PROJECT SUBMISSION FORM – TOWN-WIDE WALKWAYS – submitted by the Department of Public Works (DPW), requesting \$100,000, for engineering, design and construction of priority Town walkways. Chairman Morely explained \$100,000 covers approximately how much can be constructed by the DPW in one year.

Ms. Kablack stated the money appropriated for walkways last year has not yet been spent. She explained none of the neighborhood coordinators are yet ready to proceed with construction.

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

PROJECT SUBMISSION FORM – TOWN CENTER LANDSCAPING AND HISTORIC RESTORATION - PART 3

Ms. Kablack stated the Town has requested \$100,000 for the landscaping and restoration aspects of Phase 3 of the Town Center landscaping project.

Ms. Kablack was asked if Phase 3 was anticipated. She stated a landscape architect was hired last spring and the \$200,000 previously appropriated is not enough to complete the approved plan. Ms. Kablack further stated, that as work progresses, it is anticipated a more precise figure will be available prior to Town Meeting

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

PROJECT SUBMISSION FORM – HOUSING ALLOCATION TO THE SUDBURY HOUSING TRUST

– submitted by the Sudbury Housing Trust (SHT), requesting \$202,600, which is the mandated 10% housing allocation, to the SHT to continue programs, particularly the Home Preservation Program. The SHT has also requested that if the annual payment to the RHSO is moved from an administrative grant to a project grant, that the funding requested be increased by the amount necessary to pay the RHSO fee in total.

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

PROJECT SUBMISSION FORM – BRUCE FREEMAN RAIL TRAIL DESIGN – submitted by the Board of Selectmen, requesting \$100,000, to continue the design phase of the Bruce Freeman Rail Trail to MA DOT standards.

Ms. Kablack stated the Board of Selectmen asked to make the request no less than \$100,000.

Ms. Brown explained Selectman Simon suggested revising the request to \$250,000 to complete the 75% design, and to ask for funding only once from Town Meeting for this purpose, and thereby ensuring there are enough funds to keep the project going into 2017. Ms. Brown stated the Selectmen will discuss this again at their November 17, 2015 Meeting.

Mr. Friedlander stated he is not sure how the Conservation Commission will assess the 75% design.

Chairman Morely suggested Ms. Brown should advise the Selectmen of the Committee's funding constraints this year and how much has already been requested.

Ms. Quirk asked for clarification regarding the definition of 50% design, which Ms. Kablack and Ms. Brown provided. Ms. Kablack also explained the Town pays for all design work and the Massachusetts DOT pays for construction. It was noted the 25% design is underway and is expected to be completed in December 2016. Ms. Kablack stated she is uncomfortable increasing this year's request without knowing the cost for the 75% design. Ms. Brown further explained the State's DOT 25% design process.

Mr. Floru asked a few questions regarding payment for the project and whether \$100,000 is sufficient for the next phase. Ms. Kablack stated the Selectmen will further discuss this proposal at their next meeting.

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

PROJECT SUBMISSION FORM – SUDBURY HISTORY CENTER AND MUSEUM AT THE LORING PARSONAGE – submitted by the Sudbury Historical Society (SHS), requesting \$400,000, to restore the Loring Parsonage to be repurposed into the Sudbury History Center and Museum operated by the SHS.

Ms. Kablack stated the project has progressed, and State funds for \$290,000 have been awarded to the project. She stated a feasibility study was completed, and the project now focuses on restoration of the Parsonage, which is estimated at approximately \$1million for construction. Plans for an addition have been put on hold. It was noted the SHS plans to fundraise for the project, and the CPC request may be a way to kick-start that campaign. Ms. Kablack also noted the SHS is working with Town Counsel to try to access \$250,000 in funds held in two Town Trusts.

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

PROJECT SUBMISSION FORM – GOODNOW LIBRARY – submitted by the Goodnow Library, requesting \$40,000, to migrate a newly developed product (Presto), which would allow the Library to better manage and add to the content of the Sudbury Archives, as well as to integrate with the Library's website using its current content management system (WordPress).

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

PROJECT SUBMISSION FORM – WAYSIDE INN LAND PRESERVATION – submitted by The Wayside Inn, requesting an amount to be determined to purchase the development rights on approximately 100 acres of land owned by the Wayside Inn.

Mr. Friedlander asked if the proposal would go before the Conservation Commission. Ms. Kablack stated she and Conservation Coordinator Debbie Dineen would review the plan.

It was noted the Inn has completed an appraisal. Chairman Morely stated the Town will also conduct its own appraisal to verify the lot values.

Ms. Kablack stated the Inn has mapped a lot of resources. However, she noted she is curious to see the soil testing results. She explained the Inn is reviewing and refining its financial information. Thus, Ms. Kablack stated the Inn may need a little time before it is ready to make its presentation to the CPC.

Ms. Remington asked if there would be a Conservation Restriction (CR) by December 2015. Ms. Kablack stated there would not be a CR, but there would be an agreement to proceed between the Selectmen and the Wayside Inn Trustees. Chairman Morely explained the CR would be on most of the property, but it would allow for the Inn to have some flexibility for expansion. Ms. Kablack stated the Town will negotiate a deal based upon how much flexibility the Inn wishes to retain.

Mr. Floru asked if the cost to the Town for development rights would be less than the cost to buy the property. Ms. Kablack explained the development rights would be approximately 85% of the value of the land.

Mr. Floru asked what the Inn's options are, if the Town refuses the deal.

Chairman Morely stated the Inn needs money to complete its mission and maintain its buildings and property. He further stated the Inn has no endowment. Ms. Kablack stated the revenue from restaurant operations is not enough to maintain the property.

Ms. Kablack noted the CPC is not a policy committee, but rather it allocates CPA funds. She explained the Board of Selectmen would be the entity to negotiate a deal with the Inn.

Ms. Brown stated it appears as if discussion of the Wayside proposal should be on the Selectmen's agenda soon. Ms. Kablack stated this would be a good idea. However, she further stated the Warrant would not have to specify an amount for the project, and it is possible the project funding could be phased over several years.

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

PROJECT SUBMISSION FORM – DAVIS FIELD ATHLETIC FIELD RE-DEVELOPMENT –

submitted by Sudbury Park & Recreation Commission, requesting \$1 million to redevelop the existing multi-purpose rectangular (MPR) fields while maintaining the ability for current users to enjoy their recreational activities.

Mr. Beagan stated the recreational needs for the Town remain, even though a Davis Field article was defeated at last year's Town Meeting. He explained Sudbury Baseball has moved in another direction, and it is no longer part of the proposal. Mr. Beagan stated the plan focuses now on re-grading the existing open area and adding irrigation. He noted the Commission has submitted a PARC grant application to the State, which could reduce the requested funds by up to \$400,000. Mr. Beagan stated he had the opportunity to observe the use of Davis Field for an extended time, and he did not perceive a parking problem or issue from non-athletic user groups.

Ms. Remington stated a traffic study is needed, and this was expressed at Town Meeting. Mr. Beagan stated the Commission listened to feedback received, and it will be prepared to better answer concerns at the 2016 Annual Town Meeting.

Chairman Morely asked if the proposed plan includes new parking. Mr. Beagan stated it currently does include this, but the plan could fluctuate, since it is still being finalized.

Ms. Remington asked about possible fund raising from user groups. Mr. Beagan stated they had hoped to raise \$250,000 when Sudbury Baseball was involved, and without that group, fundraising will be more challenging.

Mr. Floru noted last year's project was estimated at \$1.3 million, which included four baseball fields, and now it is \$1 million. He also noted the project cannot be bonded if the Department of Public Works (DPW) does the work. Mr. Beagan stated last year's figure was approximately \$1.7 million.

Ms. Remington stated it seems like a lot of money for just materials, since the DPW will provide the labor. Ms. Kablack stated the project cost could possibly be adjusted lower. Mr. Beagan stated the numbers are still being fine-tuned.

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

PROJECT SUBMISSION FORM – FEATHERLAND TENNIS COURT/MULTI-SPORT RECONSTRUCTION - submitted by Sudbury Park & Recreation Commission, requesting \$175,000 to reconstruct the tennis courts at Featherland Park.

Mr. Beagan stated there was an initial idea to make Featherland all baseball-oriented and not to replace the tennis courts. He explained that, at a public meeting, pushback was received from residents regarding losing all the tennis courts. Mr. Beagan stated discussions are now underway to do a tennis/multi-sport combination at Featherland (to possibly include basketball courts). He also explained the project submission was put together quickly to meet the deadline, and there is work to do to finalize the project. MS. Kablack stated the proposal includes lighting at Featherland.

Chairman Morely asked how the demand for outdoor basketball was gauged. Mr. Beagan stated it was based partly on his own observations.

Mr. Floru asked if CPA funds can be used for installing lights. Ms. Kablack stated she would further research this.

Ms. Brown asked if the Davis Field PARC grant would require a Special Town Meeting. Ms. Kablack stated yes, because the funds would need to be appropriated by December 31, 2015.

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

Miscellaneous

Ms. Brown asked if the CPC should vote to release the funds held for acquiring the CSX rail corridor. Ms. Kablack stated she would not recommend releasing those funds at this time, as there has been renewed interest by CSX in selling the property again.

Ms. Kablack noted there was no project submission this year from the Sudbury Historical Commission. She encouraged the CPC to please let her know about any other questions project proponents should be asked to address before their presentations other than what was discussed tonight.

Ms. Cline stated the Sudbury Housing Trust (SHT) just purchased its eighth property for the Home Preservation Program. Thus, SHT's funds will be depleted, and the requested 10% appropriation will be needed for future initiatives. Ms. Cline also reported the Sudbury Housing Authority issued a Request for Proposal (RFP) regarding the bathroom renovation project at Musketahquid Village, and the project is progressing.

Sudbury resident Dan DePompei, 35 Haynes Road, asked what the deadline is for submitting proposals because it seems some which were discussed tonight are yet to be finalized. He also asked if a proponent can change the project up until the Warrant article is submitted. Chairman Morely explained there is flexibility for providing the Committee with further information. Ms. Kablack stated there is no deadline in the Town Bylaws, but rather the deadline is to help the Committee meet the Warrant deadlines. It was also noted projects can be revised up until the Warrant articles are due.

Mr. Friedlander wondered if the Davis Field project had been vetted adequately last year, noting it is not the Committee's preference to put a project forward to be defeated. He also stated the Committee will be challenged this year to set priorities, since it could be looking at a large request for the Wayside Inn. A brief discussion ensued as to whether the CPC is a policy setting Committee or not. Chairman Morely stated he does not believe the Davis Field project failed last year due to a lack of being sufficiently vetted.

Minutes

Ms. Cline suggested, and the Committee concurred, that the second paragraph on Page 4 be deleted and that the end of the first line on Page 5 be revised to read as "...until the 2017 funding round."

On motion duly made and seconded, it was unanimously:

VOTED: To approve the minutes of September 15, 2015, as amended by Ms. Cline tonight.

CPC Future Meeting Schedule

Ms. Kablack reviewed a tentative schedule for Public Hearing presentations of the project submissions. The Committee set the following tentative meeting dates:

November 18, 2015 Public Hearings: Walkways, Town Center Landscaping, Sudbury Housing Trust, Sudbury Historical Society's Loring Parsonage project and Goodnow Library.

December 2, 2015 Public Hearings: Bruce Freeman Rail Trail, Featherland Park, Davis Field, Wayside Inn

December 16, 2015 will be kept as a possible continuation date on the hearings. The Committee would then deliberate projects on January 6, 2016, and it would meet on January 20, 2016 to continue deliberations and to vote the Warrant articles. A meeting is also tentatively scheduled for January 27, 2016, if needed.

On motion duly made and seconded, it was unanimously:

VOTED: To adjourn the meeting at 9:26 p.m.