



Town of Sudbury

Community Preservation Committee

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MINUTES

JANUARY 15, 2020

SILVA ROOM, FLYNN BUILDING, 278 OLD SUDBURY ROAD, SUDBURY, MA

Members Present: Chair Sherrill Cline, Vice Chair Lynne Remington, Thomas Friedlander, Mara Huston, Eric Poch, Anuraj Shah, and Diana Warren

Members Absent: Pat Brown and John Hincks

Others Present: Director of Planning and Community Development Adam Duchesneau

At 7:05 PM, Ms. Cline called the meeting to order.

Deliberation and Potential Vote on Applications Submitted for May 2020 Annual Town Meeting

Ms. Cline opened the discussion to deliberate and potentially vote on the project submissions received for FY2021 Community Preservation Act (CPA) funding requests.

Library Historic Room Conversion

Ms. Cline reviewed the letter received from the Historical Commission. The letter indicated the Historical Commission had reviewed the documents held by the Goodnow Library and found they were of historic significance.

Ms. Warren asked for a breakdown of the funding request for the library project and it was clarified that the project amount is \$200,000 and the request from CPA is \$150,000 with the balance coming from the Goodnow Library Foundation. She inquired if tonight would be the last opportunity to vote on the library's request. Ms. Cline noted the Community Preservation Committee (CPC) could also vote at their next scheduled meeting on January 29, 2020 if needed.

Mr. Friedlander expressed his concerns with some of the items requested for funding which he felt were not appropriate for CPA funding.

At this time Mr. Poch arrived at the meeting.

Ms. Cline asked if anyone from the Library Foundation had attended a Historical Commission meeting to discuss the matter further. Ms. Warren indicated no one from the Foundation had attended. Ms. Warren also stated the Chair of the Historical Commission had asked member Diana Cebra to visit the library to determine if the documents were historic in nature.

Ms. Remington called out Town Counsel's letter which noted all of the items that went into preserving the building were appropriate for CPA expenditures.

Ms. Cline felt there was no question the rooms in the library were a historic resource.

Ms. Cline read the letter from Town Counsel which indicated preservation was defined as the protection of personal or real property from injury, harm, or destruction. It went on to note rehabilitation was defined as capital improvements or the making of extraordinary repairs to historic resources for the purpose of making a historic resource functional for their intended uses. Lastly, the letter stated the term capital improvements was defined as reconstruction or alteration of real property that materially adds to the value of the real property or extends the life of the real property, becomes a part of the real property or is permanently fixed thereto or is intended to become a permanent installation.

The CPC debated whether the application for capital improvements fit within the above definitions.

Ms. Warren made a motion to bring forth the Library Historic Room Conversion CPC application to the May 2020 Annual Town Meeting to seek funding for the proposed project in the amount of \$150,000 from the historic resources category. Ms. Remington seconded the motion. The vote was 6-1 with Ms. Cline, Ms. Remington, Ms. Huston, Mr. Poch, Mr. Shah, and Ms. Warren in favor, and Mr. Friedlander against.

Review and Approval of May 2020 Annual Town Meeting Warrant Articles and Reports

Ms. Cline opened the discussion regarding the draft May 2020 Annual Town Meeting Warrant Articles and Reports as follows.

Historic Resource Inventory Survey Warrant Article

Ms. Cline asked the CPC members if there were any changes to be made regarding the draft Warrant Article and Report. After discussion, there were none.

Ms. Warren made a motion to approve the wording of the Historic Resource Inventory Survey Warrant Article as written. Ms. Remington seconded the motion. The vote was unanimous, 7-0.

Removal of Invasive Species from King Philip Woods Warrant Article

Ms. Cline reviewed the wording of the Warrant Article and noted some proposed changes which were submitted by Ms. Brown. One suggestion was to make it clear that the allocation was to be made equally from the historic resources and open space categories. Ms. Cline also noted the need for a change from the word “Dammed” to “Damned” in the Article.

Ms. Cline read the suggestion to add a line at the beginning of the Warrant Article to read, “This project will both enhance historical resources and improve passive recreational opportunities.”

Additional amendments were suggested and adopted.

Ms. Huston made a motion to approve the wording of the Removal of Invasive Species from King Philip Woods Warrant Article as amended. Ms. Remington seconded the motion. The vote was unanimous, 7-0.

Design of Wayside Inn Road Bridge over Hop Brook Warrant Article

Ms. Brown, Ms. Remington, and Mr. Shah suggested amendments to the Warrant Article and Report

Ms. Remington made a motion to approve the wording of the Design of the Wayside Inn Road Bridge over Hop Brook Warrant Article as amended. Ms. Warren seconded the motion. The vote was unanimous, 7-0.

Remediation of Water Chestnuts from Hop Brook Pond System Warrant Article

Ms. Cline confirmed that the application was approved for three years with funding of \$60,000 per year.

Ms. Cline asked if the Applicant had been to the Conservation Commission. Mr. Friedlander stated it was his understanding the Applicant would be attending the January 27, 2020 Conservation Commission meeting. Ms. Cline thought the Conservation Commission was going to discuss the Notice of Intent (NOI) at their last meeting. Mr. Friedlander stated they had not discussed the NOI for this proposal.

Ms. Cline felt the three-year funding period should coincide with the approval from the Conservation Commission. Mr. Friedlander indicated it was his understanding the Applicant would fund the project for the work conducted in the Spring of 2020. Ms. Cline stated the CPC funding would be allocated for FY2021, 2022, and 2023.

Ms. Huston asked if the Applicant could be reimbursed if the project was executed before July 1, 2020. Mr. Duchesneau stated the funds could not be used for reimbursement of expenses for work conducted in an earlier fiscal year. He will confirm this with Town Counsel. However, this means that the Hop Brook Association would have to self fund the initial application of herbicides in the Spring of 2020.

Ms. Cline asked the CPC members if there were any comments regarding the draft Warrant Article and Report. There were none.

Ms. Remington made a motion to approve the wording of the Remediation of Water Chestnuts from Hop Brook Pond System Warrant Article as written. Mr. Friedlander seconded the motion. The vote was unanimous, 7-0.

Sudbury Housing Authority Acquisition, Creation, Preservation and Support of Affordable Rental Housing Warrant Article

Based on the Estimated Annual Revenue provided by Finance Director, Dennis Keohane, the amount of the grant, \$259,000, was filled in.

Ms. Cline asked the CPC members if there were any other comments regarding the draft Warrant Article and Report. There were none.

Ms. Remington made a motion to approve the wording of the Sudbury Housing Authority Acquisition, Creation, Preservation and Support of Affordable Rental Housing Warrant Article as written. Mr. Shah seconded the motion. The vote was unanimous, 7-0.

Regional Housing Services Office (RHSO) Membership Fee Warrant Article

Ms. Cline asked the CPC members if there were any comments regarding the draft Warrant Article and Report. There were none.

Ms. Remington made a motion to approve the wording of the Regional Housing Services Office (RHSO) Membership Fee Warrant Article as written. Mr. Friedlander seconded the motion. The vote was unanimous, 7-0.

Library Historic Room Conversion Warrant Article

Ms. Huston made a motion to designate the Chair of the CPC to work with Town staff to finalize the Library Historic Room Conversion Warrant Article. Ms. Warren seconded the motion. The vote was unanimous, 7-0.

Reversion of Funds for FY2021 Warrant Article

Mr. Duchesneau read comments from Jeff Winston regarding the word “harvesting” in the Warrant Article from 2019 ATM. Mr. Winston noted the article mentioned “removal of water chestnuts” which they will be doing, and “harvesting” which they won’t be doing. Mr. Winston asked for clarification from the CPC as to whether funds from last year could be used for the removal of water chestnuts that did not involve harvesting and other ancillary costs related to the herbicide treatments.

Mr. Duchesneau recommended reverting the old harvesting funds back into the CPA General Account and starting this new version of the project with a clean slate. The Committee was in agreement.

Ms. Remington made a motion to approve the wording of the Reversion of Funds for FY2021 Warrant Article as written. Mr. Friedlander seconded the motion. The vote was unanimous, 7-0.

General Budget and Appropriations Warrant Article

Ms. Cline explained the Warrant Article and the figures in the first paragraph. She indicated the numbers represented revenue and debt obligations received from Mr. Keohane. Ms. Huston asked that the information regarding the debt payments be turned into a table including the end date of each bond. The amounts of each of the bond payments need to be confirmed by Mr. Keohane before the report can be finalized.

The CPC approved an Administrative Budget for FY 2021 in the amount of \$85,000.

Ms. Huston made a motion to approve the wording of the General Budget and Appropriations Warrant Article as amended. Ms. Remington seconded the motion. The vote was unanimous, 7-0.

Review of 2019 Annual Reports for Projects and Activities Funded by the Community Preservation Committee

Ms. Cline opened the discussion by noting the report was received from the Park and Recreation Commission regarding Featherland Park. However, the CPC still had not received a report regarding the renovation of the School Playgrounds.

Ms. Huston stated, that with Mr. Duchesneau's advice, the Board of Selectmen had accepted the donated funds from the Lincoln-Sudbury Regional School District towards the Featherland Park project. Ms. Cline asked Ms. Huston for verification of the remaining CPA funds for the project. Ms. Huston stated Phase 1 had \$37,930.12 remaining. She noted Phase 2 still had \$3,400 of CPA funds remaining and as well as another \$10,000 from the Lincoln-Sudbury Regional School District. Ms. Huston indicated there was one more expense remaining for the project which would cost approximately \$11,400.

Ms. Cline asked if there were any further issues or comments with any of the annual reports received from the Applicants. There were no responses.

Ms. Huston suggested for the following year that all of the reports give a breakdown of expenses.

Review and Approval of 2019 Community Preservation Committee Annual Report

Ms. Warren suggested a change in the last paragraph and it was amended to read as follows: "smoke and fire protection for the Loring Parsonage which houses the new Sudbury History Center" making the point that the Loring Parsonage is owned by the Town.

Ms. Warren made a motion to approve the 2019 CPC Annual Report as amended. Ms. Remington seconded the motion. The vote was unanimous, 7-0.

Approval of Meeting Minutes: December 4, 2019

Mr. Duchesneau noted Ms. Brown's comments which had been submitted regarding the minutes.

Mr. Poch made a motion to approve the minutes of December 4, 2019 as amended. Ms. Remington seconded the motion. The vote was 5-0-2, with Mr. Poch, Ms. Remington, Ms. Cline, Mr. Friedlander, and Mr. Shah in favor, and Ms. Huston and Ms. Warren abstained from the vote.

Administrative Report

Mr. Duchesneau was asked to order additional yard signs advertising the ongoing CPA funded projects.

There was discussion of the pending CSX legislation which is still moving through the legislature.

Mr. Duchesneau noted all Warrant Articles were due by 11:00 AM on January 31, 2020.

Meeting Schedule

The CPC decided to cancel their January 29, 2020 meeting. Ms. Cline noted the CPC's March 4, 2020 meeting would be held to discuss the Community Preservation Plan, approve meeting minutes, and discuss CPA grant agreements.

On a motion by Mr. Friedlander, seconded by Ms. Remington, it was voted unanimously to adjourn the meeting at 8:31 PM.