



Town of Sudbury

Community Preservation Committee

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MINUTES

NOVEMBER 10, 2020

VIRTUAL MEETING

Members Present: Chair Sherrill Cline, Vice Chair Lynne Remington, Dave Henkels, John Hincks, Mara Huston, Jean Nam, Jennifer Roberts, Anuraj Shah, and Diana Warren

Members Absent: None

Others Present: Director of Planning and Community Development Adam Duchesneau

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

Preliminary Review of Applications Submitted for May 2021 Annual Town Meeting and Public Hearing Schedule

Ms. Cline opened the discussion for the Community Preservation Committee members to review the additional information the Applicants had submitted and to determine if there was any further information the Committee would like submitted.

Frank Freely Field Improvements

Mr. Shah asked if the Applicant had consulted with anyone regarding the drainage design for the project and if they were working with a civil engineer? He wanted to know if a civil engineer had provided any input on the budgets that were submitted with the application materials.

Mr. Hincks requested additional data regarding the usage trends of the Feeley Fields. He was curious to know how often the fields were used. Mr. Hincks also wondered if softball was a growing sport and if there was any data which could assist the application in this regard. Ms. Huston felt the Applicant should compare the status of the conditions of the baseball fields to the softball fields in town.

Mr. Shah asked for data on the usage of each field to justify the need to design/repair all 3 fields.

Ms. Nam asked for clarification on what appeared to be a \$7,000 donation commitment from the town's youth baseball organization as opposed to the girls' softball organization

Ms. Roberts wanted to see the enrollment trends for softball players in the community to understand current and future needs

SMILE Playground Surface Improvements

Ms. Nam requested a maintenance commitment for the playground surface, more than just removing leaves and trash. She requested the Applicant conduct the maintenance suggested by the manufacturer of

the surface. Ms. Nam also wanted to see more public input and feedback on the play structures that would be installed. Mr. Shah agreed with the need for more community feedback.

Mr. Shah raised concerns about the proposed tree removal and wanted to see an arborist consulted regarding this work. He wanted to know if any consideration had been given to cutting the roots of the tree at the drip line and isolating the tree in the center as opposed to a complete removal. Mr. Shah also raised concerns about removing all of the trees near the fence. He queried if some type of hard barrier could be implemented around the roots of the trees near the drip lines to prevent them from damaging the play surface.

Mr. Henkel also agreed methods to save the trees should be considered such as improved hydration for the trees.

Heritage Park Sign

The Community Preservation Committee reviewed an opinion from Town Counsel regarding the application for the sign at Heritage Park. The statement from Town Counsel indicated that because the sign had already been constructed and paid for, obtaining Community Preservation Act funds to reimburse the cost of the sign would not be an appropriate or permissible use of Community Preservation Act funds under the state legislation.

As such, the Community Preservation Committee determined it would not be moving the application forward to seek funding at the May 2021 Annual Town Meeting.

Housing Production Plan

The Community Preservation Committee had received additional information and had no further comments or questions regarding this proposal.

Regional Housing Services Office (RHSSO) Membership Fee

The Community Preservation Committee had received additional information and had no further comments or questions regarding this proposal.

308 Concord Road Front Entryway Restoration

Ms. Cline explained Community Preservation Act funds should not be used to advance private purposes, but if so, there would need to be some sort of deed restriction implemented.

After review of the application, review of the Historic Districts Commission's letter of support, and ensuing discussion, the Community Preservation Committee determined the proposed project did not fit within the parameters of the Community Preservation Act legislation. In particular, that public funds should not be used to advance private purposes.

Ms. Huston made a motion for the Community Preservation Committee to support the 308 Concord Road application. Mr. Hincks seconded the motion. Roll Call Vote: Ms. Cline – Nay, Ms. Remington – Nay, Mr. Henkels – Nay, Mr. Hincks – Nay, Ms. Huston – Nay, Ms. Nam – Nay, Ms. Roberts – Nay, Mr. Shah – Nay, and Ms. Warren – Nay.

As such, the Community Preservation Committee determined it would not be moving the application forward to seek funding at the May 2021 Annual Town Meeting.

Len Simon of 40 Meadowbrook Circle asked about the discussion for the repurposing of funds for the Bruce Freeman Rail Trail project. Ms. Cline stated that topic had not been discussed due to a lack of new information.

Community Preservation Committee Annual Reports and Annual Reporting Form

Ms. Cline noted that the Annual Reports had been received from everyone except the Bruce Freeman Rail Trail and the Melone property.

Ms. Huston indicated she was still working to finalize the Featherland Park Tennis Courts project Annual Reporting Form.

Ms. Cline reviewed the Annual Reporting Requirement Policy that was provided to the Community Preservation Committee in response to the discussion at the last meeting. She noted that the Policy did require the applicants to provide financial information and thus far, the Community Preservation Committee had been satisfied with the information provided.

Ms. Cline then reviewed the spreadsheet provided by the Finance Department dated November 9, 2020. Ms. Cline explained the spreadsheet as follows. The carryforward column represented the remaining funds for the project from the original funding allocation. The first column indicated the Warrant Article number and the year the funding was appropriated by Town Meeting. Under the New Appropriations column, the first four numbers in parentheses are what was reverted at the 2020 Annual Town Meeting. Following that were the allocations that were approved at the 2020 Annual Town Meeting. Further down the sheet were numbers which reflected the debt payment for Fiscal year 2021 on various ongoing projects/land purchases.

Ms. Cline noted the Fiscal Year 2021 Actual Expenditures was the money spent on each of the allocations between July 1, 2020 and November 9, 2020.

The Community Preservation Committee discussed how, when, and whether the Committee could monitor and evaluate the projects to determine the success of the projects. Could such an evaluation be a learning tool for the Community Preservation Committee? After some discussion, the Community Preservation Committee agreed to hold a meeting on March 3, 2021 at 7:00 PM to address these issues.

Discussion of Community Preservation Act Grant Agreements

Ms. Cline stated the Sudbury Housing Authority had signed their Grant Agreement and it would be forwarded to the Board of Selectmen for their signature in the near future.

Ms. Cline indicated she had asked Town Counsel to draft a Grant Agreement for the Hop Brook Protection Association's project.

Ms. Cline also noted the Community Preservation Coalition recommended the use of a Grant Agreement with the Housing Trust for funds designated to that entity.

Review of Financial Projections for Fiscal Year 2022

Ms. Huston noted the Community Preservation Committee had not discussed the spreadsheet which displayed the categorization of the projects and the amount of funding available. She indicated there were enough funds in this year's budget to fund all of the projects for which applications had been submitted.

Approval of Meeting Minutes: August 5, 2020 and October 21, 2020

Ms. Huston made a motion to approve the minutes of August 5, 2020. Mr. Shah seconded the motion. Roll Call Vote: Ms. Cline – Aye, Ms. Remington – Aye, Mr. Henkels – Abstain, Mr. Hincks – Aye, Ms. Huston – Aye, Ms. Nam – Abstain, Ms. Roberts – Aye, Mr. Shah – Aye, and Ms. Warren – Aye.

Ms. Remington made a motion to approve the minutes of October 21, 2020 as amended. Ms. Roberts seconded the motion. Roll Call Vote: Ms. Cline – Aye, Ms. Remington – Aye, Mr. Henkels – Abstain, Mr. Hincks – Aye, Ms. Huston – Aye, Ms. Nam – Aye, Ms. Roberts – Aye, Mr. Shah – Aye, and Ms. Warren – Aye.

Discussion of January 18, 2017 Executive Session Minutes

Ms. Cline indicated this topic would be tabled until the Community Preservation Committee's next meeting. The Community Preservation Committee was waiting for an opinion from Town Counsel.

Administrative Report

The Community Preservation Committee briefly reviewed the schedule of public hearings for their meetings on November 24, 2020 and December 2, 2020.

Pat Brown of 34 Whispering Pine Road expressed her thanks to the Community Preservation Committee for taking up the release of the Executive Session minutes from January 18, 2017 and noted her disappointment they would not be released that night.

Mr. Hincks made a motion to adjourn the meeting. Mr. Henkels seconded the motion. Roll Call Vote: Ms. Cline – Aye, Ms. Remington – Aye, Mr. Henkels – Aye, Mr. Hincks – Aye, Ms. Huston – Aye, Ms. Nam – Aye, Ms. Roberts – Aye, Mr. Shah – Aye, and Ms. Warren – Aye.

The meeting was adjourned at 8:32 PM.