



# Town of Sudbury

## Community Preservation Committee

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### MINUTES

**DECEMBER 16, 2020**

**VIRTUAL MEETING**

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

**Members Absent:** Anuraj Shah

**Others Present:** Director of Planning and Community Development Adam Duchesneau

At 7:06 PM, Ms. Cline called the meeting to order.

#### **Deliberation and Potential Vote on Applications Submitted for May 2021 Annual Town Meeting**

##### Historic Preservation Plan

Ms. Cline noted the application fit the criteria for Community Preservation Act projects and there were enough funds to support the proposed project.

Ms. Cline then asked for a motion to recommend this application be moved to the May 2021 Annual Town Meeting Warrant.

Ms. Huston made a motion to bring forth the Historic Preservation Plan CPC application to the May 2021 Annual Town Meeting to seek funding for the proposed project. Ms. Warren seconded the motion.

Prior to the vote a discussion ensued regarding the lead entity of the Plan. Ms. Warren again stated that the Sudbury Historical Commission should be the lead in partnership with the Massachusetts Historical Commission. To that end, the Sudbury Historical Commission had written a letter to the Planning Board and the Select Board stating its position that the Town's Master Plan should reflect that the Sudbury Historical Commission was the lead entity. Chris Hagger, Chair of the Sudbury Historical Commission, stated that the issue of governance generally came after the Plan was created. The consensus of the Community Preservation Committee was that, as the funding body, it was not charged with determining governance issues.

Roll Call Vote: Ms. Cline – Aye, Ms. Remington – Aye, Mr. Henkels – Aye, Mr. Hincks – Aye, Ms. Huston – Aye, Ms. Nam – Aye, Ms. Roberts – Aye, and Ms. Warren – Aye.

Regional Housing Services Office (RHSO) Membership Fee

It was noted the annual membership fee for the Regional Housing Services Office was \$73,000 for Fiscal Year 2022. The Applicant was requesting \$30,000 of Community Preservation Act funds to be put towards this membership fee with the other \$43,000 coming from the Housing Trust.

Ms. Cline then asked for a motion to recommend this application be moved to the May 2021 Annual Town Meeting Warrant.

Ms. Remington made a motion to bring forth the Regional Housing Services Office Membership Fee CPC application to the May 2021 Annual Town Meeting to seek funding for the proposed project. Mr. Hincks 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, and Ms. Warren – Aye.

Mr. Duchesneau noted Mr. Henkels had watched the meeting he had missed and therefore he was able to vote on all matters.

**Agenda for January 6, 2021 Meeting**

Ms. Cline discussed the agenda topics for January 6, 2021 meeting.

Ms. Huston asked why discussion regarding the Housing Trust Allocation and Housing Production Plan applications were moved to the January 6, 2021 meeting. Ms. Cline noted the Housing Trust wanted \$275,000 for the buy-down program and \$113,000 for the rental assistance program. Ms. Cline had asked the Housing Trust if they were firm on those numbers or if they wanted to adjust them. The Housing Trust did not have time to review the figures at their last meeting and asked for additional time to respond.

Ms. Cline also stated the Housing Production Plan discussion was postponed because Regional Housing Services Office Director Liz Rust was reconsidering if the \$25,000 funding request would be sufficient to cover the cost of the project.

Ms. Cline indicated the other two applications regarding Feeley Fields and the SMILE Playground were postponed because Park and Recreation Director Dennis Mannone needed more time to gather information regarding the Community Preservation Committee's inquiries.

**Review of Financial Projections for Fiscal Year 2022**

Ms. Cline reviewed the updated funding figures which reflected the removal of the two projects which did not qualify for the usage of Community Preservation Act funds. It was noted the Historic Preservation Plan funding request had been reduced by \$3,000.

**Approval of Meeting Minutes: November 24, 2020**

This item was tabled to the January 6, 2021 meeting to give members more time to review the draft minutes.

### **Administrative Report**

Mr. Duchesneau noted Town Manager Henry Hayes had sent an email indicating the Warrant for the May 2021 Annual Town Meeting would be closing on Friday, January 29, 2021 at 12:00 Noon.

### **Executive Session**

At 7:39 PM, Ms. Remington made a motion to enter Executive Session to review the Executive Session meeting minutes of January 18, 2017 pursuant to M.G.L. c. 30A, § 21(a)(7) “[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” (“Purpose 7”), citing to the Open Meeting Law, M.G.L. c. 30A, §§ 22(f), (g), and then vote to end Executive Session and not return to Open Session. Mr. Hincks 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, and Ms. Warren – Aye.

At this time Ms. Huston recused herself from the discussion on the matter and left the meeting.

The Community Preservation Committee then went into Executive Session and did not return to Open Session.