



Town of Sudbury

Community Preservation Committee

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MINUTES

AUGUST 4, 2021

VIRTUAL MEETING

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

Members Absent: None

Others Present: Catherine Dempsey, Director of Planning and Community Development Adam Duchesneau, and Kirsten Roopenian

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

Community Preservation Committee Member Appointment Interviews and Recommendations

Ms. Cline opened the discussion to interview Kirsten Roopenian and Catherine Dempsey for the vacant At-Large seat on the Community Preservation Committee.

Ms. Cline asked Ms. Roopenian to speak first on her own behalf. Ms. Roopenian gave an overview of her background and briefly discussed a few of the Town boards and committees she served with. Ms. Roopenian discussed her involvement with the Community Preservation Committee in its early stages as the liaison for the Board of Selectmen.

Ms. Roopenian indicated she was interested in being on the committee because of her history with the Town and knowledge from being on other Town committees. Ms. Roopenian noted she had a lot to contribute to the Community Preservation Committee.

Mr. Hincks asked Ms. Roopenian her thoughts on what the Community Preservation Committee was doing well and not doing well. Ms. Roopenian felt the historic projects had come a long way. She also felt the Community Preservation Committee had done well with the financials. Ms. Roopenian also stated the appointed members had done well with the communication between the Community Preservation Committee and their respective boards, committees, and commissions.

Mr. Hincks asked what Ms. Roopenian thought were the weak points of the Community Preservation Committee. Ms. Roopenian stated she believed the efficiency with the streamlining of the projects and the presentations would be beneficial. Ms. Roopenian also indicated more outreach could be done for smaller Town boards.

Ms. Warren asked for Ms. Roopenian's thoughts about using Community Preservation Act funds for staffing support.

Ms. Roopenian felt the Community Preservation Committee was process heavy and the staff was lean. She noted the Planning and Community Development Department was tasked with many things and the staffing issues would be worth exploring further.

Ms. Warren asked Ms. Roopenian what she envisioned for historic projects in the future. Ms. Roopenian stated the Community Preservation Committee had performed a fair amount of renovating and restoring. She also noted there was always an opportunity to incorporate a project into the historic resources category.

Ms. Cline asked Ms. Dempsey to speak on her behalf.

Ms. Dempsey stated she was new to town and had been drawn to Sudbury because of its historic nature. Ms. Dempsey indicated she was a nurse at Boston Children's Hospital. She noted many Town boards were represented on the Community Preservation Committee and she hoped she could represent the perspective of community health.

Ms. Cline asked if Ms. Dempsey had served on any other boards/committees in any other towns. Ms. Dempsey stated she had not.

Ms. Nam asked what Ms. Dempsey's teaching background was in, as there was also no school representation on the Community Preservation Committee. Ms. Dempsey stated she started her career as a High School chemistry teacher.

Mr. Hincks asked what issue in the town caught her attention. Ms. Dempsey stated it was the Bruce Freeman Rail Trail as it was a great recreational space.

Ms. Huston asked how Ms. Dempsey thought the Community Preservation Committee could further advance the recreational needs in town. Ms. Dempsey felt accessibility to recreational areas was important and more projects having accessibility would be a great direction to move in.

Ms. Cline asked why Ms. Dempsey chose the Community Preservation Committee over other Town board, committee, and commission openings that were available. Ms. Dempsey stated she was interested in the historic preservation aspect of the Community Preservation Committee. Ms. Dempsey was also interested in the open space and recreation, and community housing areas would be within her because she saw them as public health issues.

Ms. Roberts, Mr. Henkels, and Ms. Warren all thanked Ms. Dempsey for applying for the vacant seat.

Ms. Warren asked Ms. Dempsey how the Community Preservation Committee could further historic preservation. Ms. Dempsey suggested increased digitization of historical records to make the information more readily accessible.

Mr. Duchesneau stated the Community Preservation Committee should vote to recommend a candidate to the Select Board who would make the appointment at an upcoming meeting.

Mr. Hincks asked if the applicants would also be interviewing with the Select Board and Mr. Duchesneau confirmed that was correct.

Ms. Huston spoke in favor of Ms. Dempsey because she was new to town and she wanted to encourage participation by newer and younger members of the public. She thought the Community Preservation Committee was a good place to engage new member.

Ms. Roberts noted she was drawn to Ms. Roopenian for her institutional knowledge and pointed out her knowledge could be transferred to a potential new staff member as well. Ms. Warren agreed that longevity in town government was a helpful quality.

Mr. Hincks stated both applicants would add positively to the Community Preservation Committee. He pointed out the value of a fresh perspective with Ms. Dempsey and the institutional knowledge Ms. Roopenian brought to the table.

Mr. Henkels felt a new perspective would be great, but also felt Ms. Roopenian's past involvement with Town boards and committees was a strong asset. This sentiment was voiced repeatedly and the Community Preservation Committee clearly was torn between the two highly qualified candidates.

Mr. Henkels made a motion to recommend to the Select Board that Kirsten Roopenian be appointed to the vacant At-Large seat on the Community Preservation Committee. Ms. Warren seconded the motion. Roll Call Vote: Ms. Cline – Nay, Ms. Remington – Aye, Mr. Henkels – Aye, Mr. Hincks – Aye, Ms. Huston – Nay, Ms. Nam – Nay, Ms. Roberts – Aye, and Ms. Warren – Aye.

Mr. Duchesneau indicated he would notify the Select Board of the recommendation of Ms. Roopenian by a 5 to 3 vote.

Discussion regarding Use of Community Preservation Act Administrative Funds for Staff Person

Mr. Duchesneau stated he, Ms. Cline, and Mr. Hincks had been working with the Town Manager on the possibility of creating a new position that would staff the Community Preservation Committee. He noted there was internal support to move forward with the proposed position. Mr. Duchesneau indicated they had spoken about making the position full-time. Mr. Duchesneau also stated they were on track for the position to go to the May 2022 Annual Town Meeting as part of the overall Town budget, with the intent to bring on a staff person in July of 2022.

Ms. Remington inquired about the job description that was presented at the last meeting and asked if it had been revised. Mr. Duchesneau stated it had not yet been updated but it would be refined further in the future. Mr. Duchesneau noted the priority for the position was to serve the Community Preservation Committee, but any remaining hours on a full-time position would be used to support the Housing Trust.

Mr. Duchesneau provided a positive update on the situation.

Approval of Meeting Minutes: May 5, 2021

Ms. Remington made a motion to approve the minutes of May 5, 2021 as amended. Mr. Henkels seconded the motion. Roll Call Vote: Ms. Cline – Aye, Ms. Remington – Aye, Mr. Henkels – Aye, Mr. Hincks – Aye, Ms. Huston – Abstain, Ms. Nam – Aye, Ms. Roberts – Aye, and Ms. Warren – Aye.

Draft Future Meeting Schedule

The Community Preservation Committee discussed and decided to reschedule the funding request application due date to October 13, 2021 at 12:30 PM.

Ms. Cline noted the meetings that were underlined on the agenda were meetings which conflicted with Planning Board meetings. Ms. Cline asked Mr. Hincks to inquire with the Planning Board if they would be willing to shift their November meeting to November 10, 2021 and perhaps also move their December 15, 2021 meeting to December 8, 2021. Ms. Nam noted December 15, 2021 was also a Finance Committee meeting date.

Ms. Cline suggested moving the December 15, 2021 meeting to December 9, 2021 and all of the Community Preservation Committee members agreed.

It was also noted the Annual Reports for each project were due on October 15, 2021. Ms. Remington reminded the Community Preservation Committee they had still had not received the Annual Reports regarding the CSX purchase and the Melone Engineering allocations. Both of these allocations had been reverted. The Community Preservation Committee had asked Town staff repeatedly for a status report for the files. The Community Preservation Committee was also waiting for a status report on the expenditures for the Bruce Freeman Rail Trail. Mr. Duchesneau stated he would remind Town staff of the Community Preservation Committee's request.

Administrative Report

Mr. Duchesneau indicated the Town offices were now fully open to the public, but they were currently on their summer hours schedule.

Ms. Remington made a motion to adjourn the meeting. Ms. Roberts 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.

The meeting was adjourned at 8:35 PM.