



# Town of Sudbury

## Community Preservation Committee

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### MINUTES

JANUARY 5, 2022

### VIRTUAL MEETING

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

**Members Absent:** None

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

At 7:03 PM, Ms. Cline called the meeting to order.

#### **Deliberation and Potential Vote on Applications Submitted for May 2022 Annual Town Meeting**

##### *Historic Districts Design Guidelines*

Discussion regarding Historic District Design Guidelines Community Preservation Act funding application. Ms. Warren requested the discussion on this topic be postponed until the Community Preservation Committee meeting on January 19, 2022 to allow the Historic Districts Commission more time to respond to questions about the Design Guidelines application. She also noted the Historic Districts Commission was meeting the next evening on January 6, 2022.

##### *Open Space & Recreation Plan and Athletic Fields Needs Assessment Updates*

Ms. Huston made a motion to bring forth the Open Space & Recreation Plan and Athletic Fields Needs Assessment Updates CPC application to the May 2022 Annual Town Meeting to seek \$100,000 of funding for the proposed project. Ms. Remington seconded the motion. Roll Call Vote: Ms. Cline – Aye, Mr. Hincks – Aye, Mr. Henkels – Aye, Ms. Huston – Aye, Ms. Nam – Aye, Ms. Remington – Aye, Ms. Roberts – Aye, Ms. Roopenian – Aye, and Ms. Warren – Aye.

#### **Review and Approval of May 2022 Annual Town Meeting Warrant Articles and Reports**

##### *Bruce Freeman Rail Trail Design and Construction North of Mass Central Rail Trail and Bruce Freeman Rail Trail Design and Construction South of Mass Central Rail Trail Warrant Articles*

Ms. Cline noted Mr. Duchesneau was requesting the discussion on the draft Bruce Freeman Rail Trail Warrant Articles be postponed until the Community Preservation Committee meeting on January 19, 2022 to allow all members more time to review the recently submitted redlined versions from Environmental Planner Beth Suedmeyer and Town Counsel.

##### *Libby-Dickson Monitoring Funds Warrant Article*

Ms. Roopenian made a motion to approve the wording of the Libby-Dickson Monitoring Funds Warrant Article and Report. Mr. Henkels seconded the motion. Roll Call Vote: Ms. Cline – Aye, Mr. Hincks – Aye, Mr. Henkels – Aye, Ms. Huston – Aye, Ms. Nam – Aye, Ms. Remington – Aye, Ms. Roberts – Aye, Ms. Roopenian – Aye, and Ms. Warren – Aye.

*Town Clock Restoration Warrant Article*

Ms. Warren made a motion to approve the wording of the Town Clock Restoration Warrant Article and Report. Mr. Henkels seconded the motion. Roll Call Vote: Ms. Cline – Aye, Mr. Hincks – Aye, Mr. Henkels – Aye, Ms. Huston – Aye, Ms. Nam – Aye, Ms. Remington – Aye, Ms. Roberts – Aye, Ms. Roopenian – Aye, and Ms. Warren – Aye.

*Sudbury Housing Authority Funding Allocation Warrant Article*

Ms. Roopenian made a motion to approve the wording of the Sudbury Housing Authority Funding Allocation Warrant Article and Report. Mr. Henkels seconded the motion. Roll Call Vote: Ms. Cline – Aye, Mr. Hincks – Aye, Mr. Henkels – Aye, Ms. Huston – Aye, Ms. Nam – Aye, Ms. Remington – Aye, Ms. Roberts – Aye, Ms. Roopenian – Aye, and Ms. Warren – Aye.

*Regional Housing Services Office Membership Fee Warrant Article*

Ms. Huston made a motion to approve the wording of the Regional Housing Services Office Membership Fee Warrant Article and Report. Ms. Roopenian seconded the motion. Roll Call Vote: Ms. Cline – Aye, Mr. Hincks – Aye, Mr. Henkels – Aye, Ms. Huston – Aye, Ms. Nam – Aye, Ms. Remington – Aye, Ms. Roberts – Aye, Ms. Roopenian – Aye, and Ms. Warren – Aye.

*General Budget and Appropriations Warrant Article*

Ms. Remington made a motion to approve the wording of the General Budget and Appropriations Warrant Article and Report subject to confirmation and corrections by the Finance Department. Mr. Henkels seconded the motion. Roll Call Vote: Ms. Cline – Aye, Mr. Hincks – Aye, Mr. Henkels – Aye, Ms. Huston – Aye, Ms. Nam – Aye, Ms. Remington – Aye, Ms. Roberts – Aye, Ms. Roopenian – Aye, and Ms. Warren – Aye.

*Reversion of Funds Warrant Article*

Mr. Henkels made a motion to approve the wording of the Reversion of Funds Warrant Article and Report. Ms. Remington seconded the motion. Roll Call Vote: Ms. Cline – Aye, Mr. Hincks – Aye, Mr. Henkels – Aye, Ms. Huston – Aye, Ms. Nam – Aye, Ms. Remington – Aye, Ms. Roberts – Aye, Ms. Roopenian – Aye, and Ms. Warren – Aye.

**Review and Approval of 2021 Community Preservation Committee Annual Report**

Ms. Roopenian made a motion to approve the 2021 Community Preservation Committee Annual Report subject to confirmation and corrections by the Finance Department. Ms. Huston seconded the motion. Roll Call Vote: Ms. Cline – Aye, Mr. Hincks – Aye, Mr. Henkels – Aye, Ms. Huston – Aye, Ms. Nam – Aye, Ms. Remington – Aye, Ms. Roberts – Aye, Ms. Roopenian – Aye, and Ms. Warren – Aye.

The Community Preservation Committee added another meeting to their schedule to hear from and discuss the details of the application for \$500,000 for construction of the Bruce Freeman Rail Trail north of the Mass Central Rail Trail. The meeting will be April 6, 2022.

**Approval of Meeting Minutes: November 17, 2021, December 1, 2021, and December 9, 2021, if prepared**

Ms. Huston made a motion to approve the minutes of November 17, 2021. Ms. Remington seconded the motion. Roll Call Vote: Ms. Cline – Aye, Mr. Hincks – Aye, Mr. Henkels – Aye, Ms. Huston – Aye, Ms. Nam – Aye, Ms. Remington – Aye, Ms. Roberts – Aye, Ms. Roopenian – Aye, and Ms. Warren – Aye.

**Administrative Report**

Mr. Duchesneau provided an update on the Community Preservation Coordinator position and indicated Town Manager Henry Hayes had confirmed the proposed position would be included in the draft FY23 Town Budget for review during the budget approval process. Mr. Duchesneau also reminded the Community Preservation Committee the position, as part of the overall Town Budget, would need to be approved at the May 2022 Annual Town Meeting in order to be implemented on July 1, 2022.

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

The meeting was adjourned at 7:50 PM.