



Town of Sudbury

Community Preservation Committee

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MINUTES

OCTOBER 24, 2022

VIRTUAL MEETING

Members Present: Chair Sherrill Cline, Vice Chair Kirsten Roopenian, Jan Costa, David Henkels, Jennifer Roberts, and Colin Wang

Members Absent: John Hincks, Mara Huston, and Lynne Remington

Others Present: Director of Planning and Community Development Adam Duchesneau and Community Preservation Coordinator Ryan Poteat

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

October as Disability Awareness Month – Kay Bell, Chair, Commission on Disability

Ms. Cline opened the discussion by introducing Ms. Kay Bell and offered her the floor. Ms. Bell announced that it was disability awareness month. Ms. Bell spoke about the disability etiquette and offered three examples. More information is available at <https://sudbury.ma.us/disability>.

Election of Officers (Chair and Vice Chair)

Mr. Henkels made a motion to retain Ms. Cline as Chair of the Community Preservation Committee and to have Ms. Roopenian act as Vice Chair. Seconded by Ms. Costa. Roll Call Vote: Ms. Cline – Aye, Ms. Roopenian – Aye, Ms. Costa – Aye, Mr. Henkels – Aye, Ms. Remington – Aye, Ms. Roberts – Aye, and Mr. Wang – Aye.

Preliminary Review of Applications Submitted for May 2023 Annual Town Meeting and Public Hearing Schedule

Ms. Cline prefaced this meeting by stating that the Community Preservation Committee would not be voting on the applications tonight. Rather, it was the opportunity to pose additional questions to the applicants. The Community Preservation Committee had the following questions regarding each of the applications.

Accessible Pathways to Athletic Fields

1. All proposed improvements need to be presented to the Park & Recreation Commission.
2. Davis Field – We need to understand the improvements planned for the BFRT before considering these improvements.
3. Grinnell Park – The Thursday Garden Club came to the Park & Recreation Commission recently with a gift of an accessible bench to be installed in front of the WWI Memorial. This will impact the idea of accessing the current bench that is under the tree.
4. Ti-Sales – We need to understand the improvements planned for the BFRT before considering these improvements.

5. Are these projects coming from the ADA study? Please provide more information on where these projects are coming from.
6. How were the estimated project costs arrived at?
7. Where did your park user numbers come from?
8. Were any of these projects considered for possible ARPA funding?
9. Have the proposed plans been vetted/presented to other groups which are responsible for each of the properties where the projects are located? Are the schools supportive of these projects?
10. If the ADA Grant is awarded, how would it be allocated? Will you still need Community Preservation Act funds if the ADA Grant is awarded?
11. Please provide diagrams and photos as to where the benches and other items will be located.
12. Please provide additional details on the method used to arrive at each of the designs.
13. Which of the projects submitted by the Facility Director is the highest priority?

Bruce Freeman Rail Trail CSX Extension to Route 20

1. Please provide a diagram/map of the location of the proposed project.
2. Please provide a status update on the funding that was approved at May 2022 Annual Town Meeting.
3. Is this requested funding supposed to primarily cover the construction costs of this project?

Broadacres Community Garden

1. Has the project been discussed with the Conservation Office?
 - a. Will a Notice of Intent (NOI) or a Request for Determination of Applicability (RDA) be required?
2. Is the Conservation Commission supportive of this proposal?
3. What utilities are part of this project?
 - a. Have costs been examined for the pump, pump house, irrigation lines, overhead sprinklers, drip irrigation systems, etc.?
 - b. Do you have a drilling cost estimate?
4. Have any geographical or topographical studies been conducted to assist with the cost determinations?
5. Will the plots have options to be fenced/unfenced?
6. Please provide a better idea of what the entire proposal will involve.
7. Is there a demand for this number of plots?
 - a. The number of plots leaves room for nothing else at the property; will this project consume the entire section of Broadacres Farm.
 - b. Has research been conducted on how other community gardens in town are being used?
 - c. Will all 60 plots be functioning at the same time or will they operate as a function of demand?
8. How would this proposal impact the ideas from the Broadacres Farm Charrette in 2020?
9. Who is going to manage the funds which are collected from this project?
10. Where would parking be located and how would it be accessed?
 - a. Would there be signage for the parking?

Curtis Outdoor Health & Wellness Space

1. Will the Basketball court be rebuilt?
2. Could photos and diagrams be provided to better illustrate the proposal?
3. Why is this playground so expensive relative to the ones done at the elementary schools?
4. Are more detailed cost estimates available?
5. Will this project be fully ADA compliant?

6. What plans are in place for security measures?
7. There is a \$67,500 Community Preservation Act funding request for Accessible Pathways at Curtis Middle School. Does the \$67,500 overlap with the \$480,000 Curtis Outdoor Health and Wellness Space funding request?
8. Is the rubber surface included in the project cost estimates?
9. What recreation engagement opportunities are currently available at the site?
10. Are the proposed play structures appropriate for the ages of the children who will be using them?
The structures photographed in the application seem more appropriate for younger children.

Fence & Lights for Fairbank Multisport Court

1. Have you explored implementing dark sky compliant lighting?
 - a. Have the neighbors been brought up to speed on this proposal?
2. What plans are in place for security measures?
3. Please provide more detailed cost estimates.

Frank Feeley Field Park Improvements Phase II

1. Has the Conservation Office been contacted regarding this proposal? If not, please reach out to them.
2. The project cost seems very high.
3. Will a Stormwater Management Permit be required for this project through the Planning Board?
4. What is the linkage of this project to Phase I? Are there already some sunk costs for this project from Phase I?
5. The cost estimate is up approximately \$250,000 from last year, is this due to inflation or a new design?
6. Please provide more detailed cost estimates.
7. If the project does not move forward, what does this mean for the user groups?
8. Please provide a progress report on Phase I?
9. The test pits indicate hydric soils were found.
 - a. Is there drainage capacity on the site for this project?
 - b. Can these hydric soils be disturbed?
 - c. How will this impact the size of this area on the field?

Historic Resource Inventory Surveys Phase V

1. How many buildings will be surveyed?
 - a. Which buildings will be surveyed?
2. Do you have an idea as to how many more Inventory Survey grant funding applications will be submitted?
3. Are matching state grant funds being pursued?
4. Did any committees or boards submit letters in support of this application?

Hop Brook Watershed Based Plan

1. Will you have more information on vendor selection and be prepared to present at the December 7, 2022 public hearing?
2. Please note, if awarded, the funds for this project would be available as of July 1, 2023.
3. Please provide any photographs or images if available.
4. Once the plan is completed, what type of costs would be associated with any recommendations in the plan?

Hosmer House Cultural Landscape, Building, and Collections Study

1. Please provide additional details on the scope of work and how much the project will cost.
2. Who is going to be involved in all the phases and what will occur in each phase of the project?

Housing Trust Allocation

1. Please provide a status update on the site feasibility analysis work and possible purchase of the 67-73 Nobscot Road property.
2. Please provide more details on the Mortgage Assistance Program and the need for this program.
3. Please provide an update on the \$388,500 that was awarded for the Sudbury Rent Relief Program.
4. Please provide data on the intended uses for these Community Preservation Act funds assuming the 67-73 Nobscot Road property purchase and development does not move forward.

Indigenous Cultural Landscape Study

1. Please provide examples of other similar studies, perhaps from other communities.
2. Is this only an Indigenous Cultural Landscape Study or does it include other areas/topics?
3. Is this study just the first of four phases?

Regional Housing Services Office Membership Fee

Ms. Cline noted this request had been approved every year for the last five years. There were no questions.

SudburyTV Video Digitization and Archival Project

There were no questions.

At this time Mr. Wang left the meeting.

Community Preservation Committee Annual Reports

Ms. Cline discussed the annual Community Preservation Committee reports. Many had not yet been submitted but this will be revisited at the next meeting.

Review of Financial Projections for FY 2024

Ms. Cline reviewed the financial spreadsheets with the Community Preservation Committee.

Review and Approval Administrative Budget for FY 2023

Ms. Cline reviewed the Administrative Budget with the Community Preservation Committee.

Ms. Roopenian made a motion to accept the administrative budget for FY 2023. Seconded by Mr. Henkels. Roll Call Vote: Ms. Cline – Aye, Ms. Roopenian – Aye, Ms. Costa – Aye, Mr. Henkels – Aye, Ms. Roberts – Aye, and Mr. Wang – Absent.

Approval of Meeting Minutes: August 11, 2022

Ms. Roopenian made a motion to accept minutes from August 11. Seconded by Mr. Henkels. Roll Call Vote: Ms. Cline – Aye, Ms. Roopenian – Aye, Ms. Costa – Aye, Mr. Henkels – Aye, Ms. Roberts – Aye, and Mr. Wang – Absent.

Administrative Report

Mr. Poteat indicated he would try to get responses from the Applicants before the Community Preservation Committee's next meeting. He also noted the public hearings for the Community Preservation Act funding applications had been scheduled for November 16, 2022 and December 7, 2022. However, due to the large number of applications, the necessity of having a third public hearing on December 21 was discussed.

Ms. Roopenian made a motion to adjourn the meeting. Ms. Costa seconded the motion. Roll Call Vote: Ms. Cline – Aye, Ms. Roopenian – Aye, Ms. Costa – Aye, Mr. Henkels – Aye, Ms. Roberts – Aye, and Mr. Wang – Absent.

The meeting was adjourned at 9:30 PM.