



Town of Sudbury

Community Preservation Committee

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CPC MINUTES

DECEMBER 20, 2023

VIRTUAL MEETING

Members Present: Chair Sherrill Cline, Vice Chair Kirsten Roopenian, Jan Costa, Dave Henkels, Mara Huston, Lynne Remington, and Jennifer Roberts, Colin Wang

Members Absent: Justin Finnicum

Others Present: Community Preservation Coordinator Ryan Poteat

At 7:04 PM, Ms. Cline called the meeting to order.

Deliberation and Potential Vote on Applications Submitted for May 2023 Annual Town Meeting:

Before deliberations began there was a brief discussion about the budget and how close the CPC was to staying within budget. Ms. Cline explained the current requests totaled \$2,119,221. The budget is \$2,028,558 putting the CPC \$90,663 over budget. The projects were looked at as a whole and everyone agreed that they were all good projects with merit. Some of the projects have fixed amounts and cannot be reduced. It was suggested going through the projects that were easy to approve.

Housing Authority Allocation

Ms. Huston made a motion to approve the Housing Authority Allocation for \$450,000 and recommend to the Select Board that this request be moved to Town Meeting. The motion was seconded by Ms. Roberts. Roll call vote: Ms. Cline – Aye, Ms. Roopenian – Aye, Ms. Costa – Aye, Mr. Henkels – Aye, Ms. Roberts – Aye, Ms. Remington - Aye, Ms. Huston – Aye, and Mr. Wang – Aye.

Regional Housing Services Office Membership Fee

Ms. Huston made a motion to approve the Regional Housing Services Office Membership Fee allocation for \$33,000 and recommend to the Select Board that this request be moved to Town Meeting. The motion was seconded by Ms. Roopenian. Roll call vote: Ms. Cline – Aye, Ms. Roopenian – Aye, Ms. Costa – Aye, Mr. Henkels – Aye, Ms. Roberts – Aye, Ms. Remington - Aye, Ms. Huston – Aye, and Mr. Wang – Aye.

Community Garden

There was discussion about not fully funding this project. Ms. Costa expressed her support for this project and thought this would have been a great project to fully fund. Mr. Henkels agreed with Ms. Costa but weighed the necessity of other projects against this one. Ms. Roopenian did not think the fees to use the community garden were high enough and noted that a proposed

amendment of the fee schedule was defeated at Town Meeting. The Open Space and Recreation Plan has not been completed and this was also a concern.

Ms. Roopenian made a motion to approve the Lincoln Meadows well project for \$40,000, removing the Broadacres Farm portion of this application and recommend to the Select Board that this request be moved to Town Meeting as amended. The motion was seconded by Ms. Roberts. Roll call vote: Ms. Cline – Aye, Ms. Roopenian – Aye, Ms. Costa – Aye, Mr. Henkels – Aye, Ms. Roberts – Aye, Ms. Remington - Aye, Ms. Huston – Aye, and Mr. Wang – Aye.

Wayside Inn Bridge

Ms. Cline and Ms. Roopenian both thought this project important and presented well.

Ms. Roopenian made a motion to approve the Wayside Inn Bridge project for \$400,000 and recommend to the Select Board that this request be moved to Town Meeting. The motion was seconded by Ms. Roberts. Roll call vote: Ms. Cline – Aye, Ms. Roopenian – Aye, Ms. Costa – Aye, Mr. Henkels – Aye, Ms. Roberts – Aye, Ms. Remington - Aye, Ms. Huston – Aye, and Mr. Wang – Aye.

Hop Brook

Ms. Roopenian expressed her support for this project and pointed out she has noticed a significant improvement in the water quality. It was also pointed out that this project's funding requirements do not line up with funding schedules. Skipping a year could set this project back several years and undo the progress that has been made. Funding the multi-year application was understood and supported.

Ms. Huston made a motion to approve the full multi-year Hop Brook Water Remediation project in the amount of \$56,221 and recommend to the Select Board that this request be moved to Town Meeting. The motion was seconded by Ms. Roopenian. Roll call vote: Ms. Cline – Aye, Ms. Roopenian – Aye, Ms. Costa – Aye, Mr. Henkels – Aye, Ms. Roberts – Aye, Ms. Remington - Aye, Ms. Huston – Aye, and Mr. Wang – Aye

Parkinson's Field Driveway

The original ask was for \$250,000 for the design and construction of the driveway. This was lowered to \$100,000. The current estimate from Fuss and O'Neil is \$76,100. The extra \$24,900 was a contingency in anticipation of the need for the consultants to attend future meetings. The CPC was generally in support of this project as it provides a good starting or resting point for the BFRT and increased traffic from the ultimate frisbee team. This is currently a safety issue and the project will eventually need to be completed. The concern was in the amount of the contingency. Ms. Costa suggested that the applicant be asked for more information. The question for Ms. Rasmussen is to justify the \$25,000 contingency; why is it this large? This application will be continued at the next meeting.

Bruce Freeman Rail Trail Phase 3

Ms. Huston made a motion to approve the Bruce Freeman Rail Trail Phase 3 project as amended for \$600,000 and recommend to the Select Board that this request be moved to Town Meeting. The motion was seconded by Ms. Roopenian. Roll call vote: Ms. Cline – Aye, Ms. Roopenian – Aye, Ms. Costa – Aye, Mr. Henkels – Aye, Ms. Roberts – Aye, Ms. Remington - Aye, Ms. Huston – Aye, and Mr. Wang – Aye.

Housing Trust Allocation

Ms. Roopenian asked if this project needed to be funded at all in this cycle and if the Housing Trust had a solid project in the works. Ms. Cline explained how the Housing Trust worked and that they need to have funds on hand should a project become available. Timing for these projects are difficult to project. Ms. Roberts would like more information and most agreed. The question for the Housing Trust is whether or not they can meet their goals with less than \$400,000. This project will be continued at the next meeting.

Ms. Costa asked how the state match worked and if this could possibly get the CPC closer to their budget. Ms. Cline explained that this is a confusing and complicated process. The state match varies year to year and we do not know what it will be. We estimate this based on financial projections made by looking back at previous years. The state match is also received in November for the previous year. We can only make an educated guess what that number will be and this has been taken into account.

Staff was asked to draft the warrant articles for the projects that were approved tonight for consideration at the next meeting and was asked to reach out to the applicants for additional information for the next meeting.

Future Meeting Schedule:

- Wednesday, January 3, 2024 – Final Votes and Begin Warrant Articles
- Wednesday, January 17, 2024 – Finish Warrant Articles

Administrative Report

There was no administrative report presented at this meeting.

Ms. Huston reminded staff about the updated meeting minutes from November 15 as well as the minutes from December 6, 2023. Ms. Huston also asked when the CPC would have the opportunity to meet the new Planning Director. Ms. Cline stated she had recently spoken with him and he had apologized for not attending more meetings. This is not a reflection on the committee, he has been very busy but planned to attend the January 3, 2024 meeting.

Mr. Henkels made a motion to adjourn. The motion was seconded by Ms. Roopenian.
Roll call vote: Ms. Cline – Aye, Ms. Roopenian – Aye, Ms. Costa – Aye, Mr. Henkels – Aye, Ms. Roberts – Aye, Ms. Remington - Aye, Ms. Huston – Aye, and Mr. Wang – Aye.

The meeting ended at 8:16