

## **TOWN OF ACTON COMMUNITY PRESERVATION COMMITTEE (CPC)**

### **MEETING MINUTES**

**October 13, 2020**

**7:30 PM**

#### **MEETING HELD BY ZOOM TELECONFERENCE AND AVAILABLE TO THE PUBLIC**

**Present:** Ray Yacouby (Chair), Carolyn Kilpatrick, Steve Trimble (Clerk), Nancy Kolb, Amy Green, Bill Alesbury, Dean Charter, Tory Beyer, Alissa Nicol (Associate)

**Absent:** Walter Foster

**Others Present:** Kristen Guichard, Joe Will, Mathew Selby

Chairman Yacouby opened the meeting at 7:31 PM. The Chair read the notice regarding Virtual meetings and how the public could access and participate in the meeting. All votes will be by roll call.

## **II. New/Special Business (Committee started with agenda item II.) Start 7:35 PM**

### **1. 2021 CPC Plan Public Hearing started at 7:35**

Chairman Yacouby requested any final comment from the committee.

- a) No: Kilpatrick, Trimble, Kolb, Green, Charter.
- b) Alesbury asked a point of clarification – specifically the Piper Road Open Fund allocation out of cycle (outside of November to April). Is this covered in the current or next year's plan. Ray noted it uses currently available funds and the CPC was asked "is it Okay?"). After initially stating that no further action was necessary Kristen will modify the plan for review at the next meeting. She will also investigate similar previous mid-year actions to ensure it is in line with previous procedure. Otherwise it will be incorporated into the 2021 plan.
- c) Nicol cited comments to the plan:
  - i. She suggests we add as stated and insert into plan Andy Magee's statements as chair of Open Space Committee.
  - ii. She cited that her comments she submitted in DocuShare in the public comments on 40b / community housing the goals were not in the latest Plan. Referring to page 16 she sought consistency in the use of "single family home" in 2 citations. These references to housing left off "single family" and as CPC funds do not focus on single family home ownership it provides clarity. Whereas the Plan discusses affordability in the 30-100% range in the plan for 2025 emphasizes at households 50% or below.
- d) Beyer favors putting in Piper Lane to final Plan.
- e) Guichard noted that there is an October 13 modification inadvertently not loaded for review. The revised Plan was loaded during the meeting. She further noted that the point person for CPC usually reviewed the language for each section. Kolb will run latest changes submitted by Nicol by appropriate ACHC and AHA.
- f) Alesbury asked about critical path timelines given the forms for applicants is included in the final Plan. Does the Committee have to complete the Plan prior to the submissions? Guichard suggested to review the draft and adopt at the next meeting.

Chairman Yacouby requested a motion to keep the hearing open. Alesbury moved to keep open, seconded by Beyer to continue this to the next meeting.

Committee Disposition: Kilpatrick "Aye", Kolb "Aye", Green "Aye", Alesbury "Aye", Charter "Aye", Beyer "Aye", Nicol "Aye", Trimble "Aye", Yacouby "Aye"; Motion approved unanimously.

**Discussion ended at 8:12 PM.**

**2. Land Use Director's Update on 53 River Street - Start 8:12 PM**

**a. Selby updated the project "53 River Street"**

CPA funds are being used as a 25% match for a Municipal Vulnerability Preparedness grant for design and permitting of the dam removal. The plans are at 60% design and an ENF was filed with MEPA in June. Feedback received from the Mass Historical Commission and the Acton Historical Commission was to update the cultural resource assessment that PAL had conducted. This was done in July. AHC has subsequently required an intensive archaeological investigation before they will sign off on the Section 106 (National Historic Preservation Act) review, which is required for the state and federal permits required for the project. Three quotes for the archaeological study have been received. After this investigation is complete, we will hire a landscape architect to work with the community to design the park. We anticipate requesting an additional \$75,000 of CPA funds to advance the plans to 100% design.

**b. Selby provided an update to recreation projects after Chairman Yacouby assent**

**1. Sports Pavilion:**

Ribbon cutting on the North Building is Friday 9 – 11 AM. We are planning on coming to CPC for the rest of the money to complete the south building.

**2. Jones Playground:**

Playground equipment and rubber surfacing has been installed. The community has been helping with the spreading of the engineered wood fibers. The fence will be installed soon. I sent the parking quote to you today for John to install. As soon as that's signed, they can schedule the paving. Hoping to open the playground within the next couple weeks. Official ribbon cutting will be in the spring.

**3. TJ O'Grady Skate Park:**

The concrete slab with the half pipe has been replaced with the addition of the curved cement walkway to enter the park. The skate equipment is scheduled to be shipped on Oct 19 with the installation that week. The Rec Dept will then landscape the green space and add some trees. This will be complete within the next few weeks.

**4. Gardner Field Feasibility Study and Master Plan:**

While working with the Friends of Gardner Field, we have chosen to go with Lemon Brooke. They are in the process of putting together the study now. We are expecting to go to CPC to ask for construction money this year.

5. Restrooms at the Picnic Pavilion:  
Rec has hired an architect to help with the progression and needs of the project, however we learned that we are still short on funding to complete this project. We're estimating to be about \$80k short and expect to go to CPC to request the rest of the funding.

Trimble noted a request for CPA signs for the Jones, Nara and Skatepark sites.

**Discussion ended 8:22 PM**

## **I. Regular Business; Start 8:22**

1. **Bob Ferrara, Wachusett Drive, Acton from the Historic Commission Committee introduced a planned CPA submission for ad hoc open funding for architectural protection and preservation of historical significance on and below ground at the discretion of the Historic Commission.** There is a supporting bylaw planned for town meeting requiring passage that is in development.
  - a. Green asked if the bylaw is written to address areas of archeological significance. Ferrara did not anticipate many per year. Areas classified as "high" significance are around water features, for example, and primarily aimed at homeowners seeking changes through the Planning Board. Larger efforts are addressed with current provisions.
  - b. Amesbury noted that the CPA funding was over-subscribed last year and if this a material request it would need to include the problem trying to be solved. What is the downside?
  - c. Nicol asked if other towns use CPA funds for this at taxpayer expense. Ferrara did not know.
  - d. Selby mentioned in Ashland you must go to a commission. Ferrara noted that the PineHawk South Acton sewer project in late 90s was not an exact use case as it used Federal funding but it did lead to an important discovery. We want to catch things that are not covered under existing provisions.

**Discussion ended 8:34 PM.**

2. **Bill Dickinson, Jefferson Drive, Acton and Chair of the Historical Commission shared a presentation for a footbridge project adjacent to the BFRT over Nashoba brook. Start 8:34**
  - a. Waiting estimate; structural is pro bono. Seeking leverage funding from MA Historical Commission, Bay Circuit (AT), etc.
  - b. Questioned if this is categorized as recreation, historical or a blend. Chairman Yacouby suggested placing in historic category as it makes an historic area accessible to the town. Beyer views this as recreational.
  - c. Alesbury wondering about any plans for the engine turn around near South Acton rail station. Bill Dickerson said not yet. Undeveloped and undiscovered.
  - d. Nicol: Asked if a bike rack might be provisioned with it.

**Discussion ended at 8:48 PM**

3. **Approval of the August 11 Meeting Minutes; Start 8:48 PM**  
Chairman Yacouby requested a motion to accept the August 11 draft CPC Meeting Minutes open. Alesbury moved to approve seconded by Kolb.

Committee Disposition: Kilpatrick "Aye", Kolb "Aye", Green "Aye", Alesbury "Aye", Charter "Aye", Beyer "Aye", Nicol "Aye", Trimble "Aye", Yacouby "Aye"; Motion approved unanimously.

#### **Minutes Approved Unanimously 8:50 PM**

#### **4. Administrative: Start 8:50 PM**

- a. New CPA 2021 Plan draft for next meeting. The Plan posted 10/13 should contain the items discussed earlier.
- b. Scheduled Meetings:
  - i. 10/27/2020 this is approval of the plan
  - ii. 11/10/2020
  - iii. 11/24/2020
  - iv. 12/20/2020 (Sunday and needs adjustment)
  - v. 12/27/2020 (also a Sunday)
- c. Dean says Town Meeting not scheduled but looks like late May or June likely
- d. Adjourn - Motion to adjourn at 8:53 PM by Kolb, second by Beyer  
Kilpatrick "Aye", Kolb "Aye", Green "Aye", Alesbury "Aye", Charter "Aye", Beyer "Aye", Nicol "Aye", Trimble "Aye", Yacouby "Aye"; Motion approved unanimously.

Additional materials can be found here: <http://doc.acton-ma.gov/dsweb/View/Collection-11727>

#### **Documents and exhibits used during this meeting**

- ✓ Community Preservation Committee Minutes for August 11, 2020
- ✓ Draft Community Preservation Committee Agenda for October 13, 2020