



**TOWN OF ACTON
COMMUNITY PRESERVATION COMMITTEE (CPC)
MEETING MINUTES**

January 25, 2022 - 7:30 PM

Town Hall and virtual (<https://zoom.us/j/93172335430>)

AVAILABLE TO THE PUBLIC

Present: Dean Charter (Chair), Bill Alesbury (Vice-Chair), Stephen Trimble (Clerk), Tory Beyer, James Colman, Lori Cooney (associate), Walter Foster, Carolyn Kilpatrick, Nancy Kolb, Alissa Nicol (associate), Ray Yacouby

Absent: none

Others Present: Kristen Guichard (Planning Director), Joe Will, Bill Ames, Jon Campbell, John Watlington, Rainer Maas, Andrea Starr, Bill Klauer, Michelle Ellicks, Mary Hurley, Paul Swydan, Lynne Weymouth, Kara Lafferty, Sandra Bonzagni, Shelley Moore, Shelly Stuart, Debby Andell, Carroll Beauvais, Nate Ogdahl, Carolyn Morrison, and several others missing full names for identification.

Mr. Charter (Chair) opened the meeting at 7:30 PM. The Chair read the notice regarding virtual meetings. All votes will be by roll call. This meeting uses video conferencing via the Zoom App and in-person as posted on the meeting agenda. Please see the meeting agenda on the Town Website for details on how to participate remotely.

This meeting will feature public comments. Please note that this meeting may be recorded, published, or rebroadcasted. All participation within this meeting will be visible to others.

Roll Call:

Attending: Dean Charter, Bill Alesbury, Stephen Trimble, Tory Beyer, James Colman, Lori Cooney, Walter Foster, Carolyn Kilpatrick, Nancy Kolb, Alissa Nicol. Mr. Yacouby arrived just after the roll call.

I. Regular Business

1. Residents' Concerns:

none

2. Review and approve January 11, 2022, minutes.

- a. Ms. Kolb moved to accept January 11, 2022, draft minutes as final, seconded by Ms. Byer.
- b. There were minor amendments to roll call attendees made to the minutes at the meeting.
- c. Mr. Charter requested Mr. Trimble to call the roll to approve the minutes: Mr. Charter, "Aye," Mr. Alesbury, "Aye," Ms. Byer, "Aye," Ms. Cooney "Aye" Mr. Foster, "Aye," Ms. Kilpatrick, "Aye," Ms. Kolb, "Aye," Ms. Nicol, "Aye," Mr. Trimble "Aye," Mr. Colman "Aye."
- d. The Committee approved January 11, 2022, draft minutes as final.

II. New/Special Business

3. 2022 Application Presentations

- a. **Town of Acton Natural Resources Div. – Heath Hen Meadow Boardwalk** (scheduled 7:35). Presented by Ms. Bettina Abe. The total value of the project is \$71,450. Leverage is 47% with a stated contingency of \$4k. The CPA request is \$38,000. She reviewed the planned design and the original structure challenges. When asked, she noted the preference is to use TREX products over wood for longevity and maintenance reasons. There is no intention to provide lighting on the poles since this is a day-use area. The project will need a notice of intent for public comment. John Watlington noted that without funding the existing bridge will eventually need to come down eliminating the connection.
- b. **Town of Acton Recreation Dept. – Elm Court Tennis Courts** presented by Ms. Rier (scheduled 7:55 PM). \$165k. The goal is to resurface for tennis and pickleball.

The town resurfaced the courts in 2002 with added crack repair in 2013. Ms. Rier noted that courts should last 4-5 years between cracking. A November 2021 estimate for \$165-169k. These courts support Acton's only four pickleball courts or two tennis courts. Ms. Rier will add these courts to the annual inspection done for all playgrounds. Ms. Rier presented anecdotal stats from a sign-up tool. It was noted that it is not reflective of total usage (e.g., one user can sign up for sixteen concurrent players for pickleball). Ms. Kolb asked about whether the courts would be done with partial funding. Ms. Rier would need to look at any funds at end of the fiscal year (June 30) but stated it was unlikely to occur. Mr. Foster noted they are heavily used and surmised that if they get fifty percent of the requested funding, they could not do this. Mr. Yacoub noted the usage.

Audience input supported the work and wanted more pickleball courts in Acton in general. Carolyn Morrison noted she runs the pickleball group with two hundred people on the list. People have tripped on the cracks. Mary Hurley noted she broke her wrist tripping on the court last summer. Peter Grant noted sixteen people can use this complex at the same time. He said pickleball is great for all ages. Sarah Lavado from Boxborough also reiterated the social networking aspect of this complex. Sixteen individual raised hands in support of the effort. Alex Starr suggested Ms. Rier look at the Bromfield tennis and pickleball to see clearer marked courts.

- c. **Town of Acton Recreation Dept. – 50 Audubon Drive Playground Courts** presented by Ms. Rier (scheduled 8:20 PM). Net new playground. \$75,000. Commencement and completion target: July 2022 – August 2022. It would be available to the public. Mr. Colman wanted to understand why those structures? Ms. Rier noted the primary audience is younger and the area is small. There is a plan for after-school programming in the future. The town has no intention to leave the location anytime soon (in answer to Ms. Nicol). Mr. Alesbury asked about rubber flooring. Ms. Rier stated the chips are accessible and the rubber would double the price. How many kids are involved? There are about twenty kids per day on vacation days. Thirty in summer June through August envisioned. Alyssa asked about Play space's wooden log structure. The Acton Recreation Division is not permitted to use residential playground equipment.
- d. **Town of Acton Recreation Dept. – Gardner Phase 3 Landscaping** presented by Ms. Rier (scheduled 8:45 PM). \$100k. Shrubs instead of the wall for enclosure from the street. The project is asking CPC to support ~25% of the total cost. The durability of the wood was reviewed. Ms. Nicol asked about the Historic District concern for the arch and shrubs? The Historic District scheduled Ms. Rier on February 8th (was trying to do it tonight). Ms. Kolb noted Ms. Rier's solid work with the town. Ms. Kilpatrick asked about the archway and view (right at the sidewalk). Ms. Rier noted that if the project received reduced funding, there are some key items that they would continue to address. Eleven individuals providing their full names raised their hand in support of this effort. Public comments: Paul Swyden noted Robinia wood is extremely resistant to decay.

4. **Review recapture memo and vote to recapture unused project funds** (taken at 8:29)
 - a. There were three projects identified with excess funding in the amount of \$2121.80
 - b. Legal opinions requested for this round of projects: Chapel is a yes and for Jones Tavern; the painting a judgment item. If the paint job is viewed as necessary to protect and prolong the life of the project, then it can proceed.
 - c. Mr. Yacoub moved to accept the recapture memo as final, seconded by Ms. Nicol.
 - d. Mr. Charter requested Mr. Trimble to call the roll to approve the minutes: Mr. Charter, "Aye," Mr. Alesbury, "Aye," Ms. Byer, "Aye," Mr. Colman, "Aye," Ms. Cooney "Aye" Mr. Foster, "Aye," Ms. Kilpatrick, "Aye," Ms. Kolb, "Aye," Ms. Nicol, "Aye," Mr. Trimble "Aye," Mr. Yacoub "Aye."
 - e. The Committee approved to approve the recapture memo.

III. **Administrative Matters and Updates**

5. **CPA Best Practice Research Update** (Mr. Alesbury). Seventeen towns looking at different topics. Operationally different than our practices. One item is the financial spreadsheet. Wayland and Hopkinton towns have clarifying numbers. Bill would like to share the best of ours with the best of those to have a good vision of the overall project.
6. **Select Board prioritization of Town Projects:** The list includes projects only submitted by the town.

HIGH

- a. Revolutionary War Gravestone Restoration - HP \$50K (Town of Acton 2/8/22 (3) 8:25 pm)
- b. Gardner Phase 3 Landscaping - R \$100K (Town of Acton 1/25/22 (4) 8:45 pm)

- c. RHSO Services (2 years) - CH \$70K (Town of Acton 1/11/22)
- d. ACHC Community Housing Program Fund - CH \$100K (1/11/22)
- e. Open Space Acquisition and Set Aside - OS \$500K (2/22/22 (2) 8:20 pm)
- f. CPA Admin Support 5% \$81K Ray 2/22/22 (3)

MEDIUM

- g. Asa Parlin House Restoration - HP \$1,064K (Town of Acton 2/08/22 (1) 7:35pm)
- h. Woodlawn Cemetery Chapel Restoration - HP \$200K (Town of Acton 2/8/22 (4) 8:50pm)
- i. Shoddy Mill Park (53 River Street) - HP \$182K (Town of Acton 2/8/22 (2) 8:00pm)
- j. 50 Audubon Drive Playground - R \$75K (Town of Acton 1/25/22 (3) 8:20 pm)
- k. Elm Court Tennis Courts - R \$165K (Town of Acton 1/25/22 (2) 7:55 pm)
- l. Boardwalk at Heath Hen Meadow - R \$38K (Town of Acton 1/25/22 (1) 7:35 pm)

7. Mr. Charter called for a motion to adjourn this session. Mr. Foster made a motion to adjourn this meeting seconded by Ms. Kolb

- a. Mr. Charter asked Mr. Trimble to call the roll: Mr. Charter, "Aye," Mr. Alesbury, "Aye," Ms. Beyer, "Aye," Mr. Colman, "Aye", Ms. Cooney "Aye," Mr. Foster, "Aye," Ms. Kilpatrick, "Aye," Ms. Kolb, "Aye," Ms. Nicol, "Aye," Ms. Yacoub, "Aye," Mr. Trimble "Aye."
- b. The Committee unanimously approved the motion to adjourn January 25, 2022, meeting ending the session at 9:20 PM.

Items used at the meeting:

1. 2022 Recapture Memo – Open Space Fund.pdf
2. CPC Agenda 2022-1-25.pdf
3. CPC Draft Minutes 2022-01-11.pdf
4. 2022 Community Preservation Committee Applications
5. CPA Best Practice Research

Additional materials: <http://doc.acton-ma.gov/dsweb/View/Collection-14374>

Next Meetings: virtual until further notice

1. February 8th: Historic (Ironwork Farm 7:35, Shoddy Mill 8:00, Cemetery 8:25; Chapel 8:50 – arrive 8:15) Asa Parlin (8:45)
2. February 22nd: Open Space: 8:20, Admin at the end with a revised spreadsheet
3. March 8: deliberations
4. March 29: deliberations

For more information about Community Preservation Committee contact cpc@actonma.gov or 978-929-6631