

## **Eva Bowen**

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**From:** Susan Mitchell-Hardt  
**Sent:** Friday, December 26, 2003 10:46 AM  
**To:** Clerk Department; Roland Bartl  
**Subject:** Minutes for CPC Meeting of Dec. 4, 2003, 7:30 pm, Library Meeting Room

### **Minutes for CPC Meeting of Dec. 4, 2003, 7:30 pm - 10:45 pm, Library Meeting Room**

Attending: Alison Gallagher, Walter Foster, Andy Magee, Erin Bettez, Catherine Coleman, Peter Berry, Susan Mitchell-Hardt, Peter Grover, Mimi Herington, Chris Schaffner, Roland Bartl

Audience: Bill Mullin, Steve Desy, David Stone

#### **1. Brainstorm of each project in light of Community Preservation Plan "Review and Recommendations Criteria".**

Before the committee started Chris wanted to make clear that this part of the process does not imply that any decisions have been made.

The purpose of the brainstorm was to ask what the CPC thinks of the project; where does it meet the "Recommendation and Review Criteria"; the proposal's strengths, and weaknesses

#### **Assabet River Rail Trail (Town of Acton)**

- Meets all criteria
- Leverages federal funds
- Serves multiple populations and purposes
- Consistent with Master Plan
- Serves isolated part of town and Maynard
- Project in ground/started
- Good dollar number
- The number is 1/3 of local match needed.

Will it affect feasibility???

- Status of Wedgewood easement?
- Cost of boardwalk
- Connections in Maynard?
- Abutters and concerns?

Contact person: Susan Mitchell-Hardt; Walter Foster will play the liaison with the Selectmen.

#### **214 Center and Willow St. (ACHC)**

- Environmental remediation work done!
- ACHC reliable and experienced applicant
- Severability of lots?
- Good infill project!
- Helps with 40B
- Appropriate location for housing

- Affordable housing is needed
- Consistent with Master Plan
- Reuse of built property is a plus
- Percentage of affordable housing?
- Town-owned land is a plus
- Improves "ugly" site
- Study could be used in other situations too.
- Why? It will increase ACHC's own experience!
- Combine with #3 (Community Housing Fund Proposal)??
- Definitely feasible
- Scrutinize funding request numbers!
- What about ACHC's own resources?

Contact Person: Peter Berry  
**Community Housing Fund, (ACHC)**

- Execution and use of fund out of CPC control - concern
- Use of funds for projects that might run into heavy opposition or that might be inconsistent with Town Plans.
- Could address multitude of needs and opportunities
- Lack of specificity
- Hold funds with CPC instead?? and disburse as needed?
- What other funds are leveraged?
- What are the additional CPA funds needed for in light of ACHC's own resources?
- Public dollars for private use.

Contact Person: Erin Bettez  
**Cultural Resource List Revision and Expansion, (Historical Commission)**

- What does it do?
- What happens without it?
- Peter Grover stated that many barns and outbuildings are not included on the current lists, and there are many errors as well.
- Protects historic properties?
- Preserves the character of the community.
- It's a small amount of money with potentially large effect.
- It will slow mansionization
- Economy of scale - better use to do complete update with more dollars??
- Scanty proposal - more detail.
- Would like sample of work result

Contact person: Peter Grover  
**Davis Monument (Town of Acton Municipal Properties)**

- Mass. Preservation Projects Fund could help lower cost.
- Quotes are 2+ years old
- 100% cost increase in 2 years??
- What will happen if not funded? delay??
- Core of Town character!
- Affect on landscaping?
- Funding for landscaping repair/upgrade change included? Add more for it?

- Is there a plaque?
- Future plans for Town Common?
- Project fits - "preservation"
- Long on list to do.

Contact person: Peter Grover

#### **East Acton Village Green (East Acton Village Planning Committee)**

- Great proposal
- Pledges from others? How much? Documentation?
- Pin down actual dollars needed!
- Phasing possible?
- Like to see whole EAV Plan/context first
- Look at it in larger context - rail trail/Morrison Land, etc.
- Plan/project is wish list?
- Crossing 2A?
- Well developed proposal
- More information needed? More time needed?
- Consider next year?
- Bluestone?? Cost?
- Combine with rail trail construction? Leverage federal funds?
- Increase other contributions?
- Assumption of DPW work? Never asked! Answer: - no!?

Contact: Chris Schaffner

#### **Family Housing Initiative (Acton Housing Authority)**

- Supplements other funds - public/private
- This approach to generating affordable housing seems to enjoy Town support
- Uses existing housing stock v. new construction
- Buy units v. buy deed restrictions
- Will better fit public perception of affordable housing
- What happens if other funding disappears?

Contact: Erin Bettez

#### **Flag Preservation (Acton Memorial Library, Board of Trustees)**

- Questions about legality? Fit CPA purpose?
- Historic value?
- Good substance
- Question on costs and methods of preservation/mounting/storage
- Space promised in Library. Library memorial to Civil War is unknown fact
- Short money
- Are there other monies?
- Future plans/details?
- Alternatives!!

Contact Person: Mimi Herington

### **Historic District Boundary Signage (Historic District Commission)**

- What signs do we want?
- Good for community
- Too many signs?
- Need information on rationale
- Village signs v. district signs
- Short Money
- High visibility - quickly
- Like to know design detail, materials, etc.
- Sign design optimal?
- What is the rationale for siting the signs?

Contact Person: Chris Schaffner

### **Leary Field (Acton-Boxborough Regional School District)**

- Weighted toward well-funded program??
- Bonding: Funding from State seems secure
- Coordinate with other field/recreation needs and plans (i.e. Morrison Farm)
- Artificial turf has some problems
- Limited life
- Need professional assessment
- Other funding sources may be deep
- Will not accommodate all recreation needs, but improve resources for very popular sports programs
- Discuss financing options, feasibility
- Feasibility good - clean and simple
- Will see immediate result
- Increases usability of fields
- A lot of money
- Bonding needed/suggested - not ready in first year??
- Connection with open space?? i.e. relief of other fields/land
- Can we fund revenue producing enterprise?? Where does ticket income go??
- Funds school related activity including Boxborough kids
- CPA fund use for whom? Who gets to use it?
- The more you build, the more you need?
- Other priorities more important?

Contact: Walter Foster, Alison Gallagher

### **Morrison Farm a) Feasibility Study and b) Phase I Field Development (Town of Acton - Natural Resources)**

- Need to go on site visit!
- Can't see field location from road?
- Parking lot location?
- Cellar hole?
- Feasibility study helps/needed
- Multi-purpose project
- Community buy in good
- Do study/plan only first? the rest may be premature?

- Proposal proposes phases - study first, then build w/o having to wait another year.
- Town Meeting voted to purchase land with field in mind
- Need sign to invite people on land

Contact Person: Catherine Coleman and Walter Foster

**Save the 1828 Barn at 74 Nagog Hill Rd. (Brian and Ruth Bendig)**

- Does not serve people
- Bendig's just bought it.
- What is historical relevance?
- Not CPA purpose to restore private property/enhance value!
- In Historic District/on Isaac Davis Trail; significant property.
- Should come in through Historical Commission, if they buy in?
- Applicant's experience unknown!
- Part of character, or not
- Need to talk to HDC

Contact Person: Andy Magee

**T.J. O'Grady Skatepark (T.J. O'Grady Mem. Skateboard Park, Inc.)**

- Site near school
- Park-like design
- Serves all age groups
- Is there community support to fund it?
- Does it fit the Act?
- Safety concerns/no supervision
- Small group served
- But community is made of block and groups
- No dollars from Boxborough
- A safe place for kids
- Pavilion not fundable?!
- Strong private fundraising!
- Strong professional support!
- Proposal allows options for funding level
- Is CPA funding needed or can it fund itself? - What happens if not funded?
- Serves an underserved population - this is their playing field

Contact Person: Alison Gallagher

**Will's Hole/Town Forest Quarry Addition (Charles W. Richards III)**

- Fundamental flaw - lack of site control
- Key location for Nara/Town Forest
- Landowner has other proposal which includes open space - let's hear it.
- Representative of N. Acton Woods Development?? - check
- Some costs are missing - closing, etc.
- Where is promised support - endorsement letters
- We have letter from landowner

- Project not feasible - ulterior motive??
- Invite Ms. Peet??

Committee Contact: Peter Berry

### **Create Reserve Fund? (CPC)**

- Should keep some dollars for emergency projects
- Set aside amounts may be different from year to year
- BoS sentiment to not spend everything
- This may come out of the selection process
- Will help with long term plan

## **2. Scheduling Applicant Interviews**

### **CPC Applicant Interview Schedule:**

December 18th, 7:30 p.m. Memorial Library Meeting Room

Assabet River Rail Trail (submitted by Town of Acton)  
Davis Monument Restoration (submitted by Town of Acton)  
Cultural Resources List (submitted by Acton Historical Commission)  
Family Housing Initiative (submitted by Acton Housing Authority)  
Historic District Boundary Signage (submitted by Historic District Commission)  
Save the 1828 Barn at 74 Nagog Hill Road (submitted by Brian and Ruth Bendig)

January 8, 2004, 7:30 p.m., Town Hall Room 204

East Acton Village Green (submitted by East Acton Village Planning Committee)  
Leary Field Artificial Surface (submitted by A-B Regional School District)  
Morrison Farm Feasibility Study and Phase I Field Development ( submitted by Town of Acton)

January 22, 2004, 7:30, Memorial Library Meeting Room

Housing at 214 Central Street and 28 Willow Street (submitted by Acton Community Housing Corporation)  
Community Housing Fund (submitted by Acton Community Housing Corporation)  
Flag Preservation (Acton Memorial Library Board of Trustees)  
T.J. O'Grady Skatepark (submitted by T.J. O'Grady Memorial Skatepark, Inc.)  
Create Reserve Funds (submitted by Community Preservation Committee)

Schedule 10-20 minutes for each.

The applicant can bring whomever they want; a non-applicant will receive a limited time for speaking.

## **3. Communications Subcommittee Report**

Cable TV Coverage of CPC Meetings?

- Some felt it inhibits discussion
- Others felt it's not an issue, that it promotes democracy.

- The committee will revisit this discussion later.

**Additional Publicity for Meetings:**

- Call Jesse Floyd, the Beacon editor, and asking him to announce the meetings in the Town Notes.
- Interest groups will also give the meetings publicity.

**Job of the Contact Person:**

- Tell applicant when to meet
- Let them know what are the questions.
- The contact person should be the main person with respect to a project
- Susan volunteered to type the notes recorded by Roland on the flip chart and forward them to Andy for formatting and sending out.
- Walter volunteered to send the BoS a packet of proposals so they will know what's in the pipeline.

**Management issue:**

- Is there guidance the selectmen can give the CPC re: how to bring warrant articles and re: signing contracts with people?
- Walter stated that the BoS will put the warrant article together

**Additional question for all applicants:**

- What is the long term cost of maintenance?

**Caution regarding Email Abuse:**

Email is being abused (not necessarily by the CPC). Committee members are advised to re-read the brochure put out by the Ethics Commission re: proper use of email. i.e. no substantive discussions - only transmittal of bare facts.

**4. Old Business:**

**Minutes:**

There was not enough time to approve the minutes for Oct. 23 and Nov. 20

**ACTION:** Committee members will email Susan comments on the minutes for approval at our next meeting on Dec. 18.

Respectfully submitted by Susan Mitchell-Hardt