



TOWN OF ACTON COMMUNITY PRESERVATION COMMITTEE (CPC)

MEETING MINUTES

Tuesday, December 19, 2023

7:30 PM

Acton Memorial Library – Meeting Room, 486 Main Street and by ZOOM

Present: Tory Beyer, Dean Charter (Chair), James Colman, Lori Cooney, Michelle Ellicks, Walter Foster (Vice Chair), Michaela Moran, Jaci Saltzman, Steve Trimble (Clerk)

Absent: Peter Berry

Others Present: Kaila Sauer (Assistant Planner II), Dog Park: Tom Gillespie, Dennis Dale; Come Home to Acton: Andrea Starr, Steven Rubner, Mike Jeanson, Recreation: Melissa Settipano-Rufo, Joe Will

The Chair opened the meeting at 7:31 PM.

I Regular Business

1. **Residents' Concerns** – None raised.
2. **Review and Approval of Meeting Minutes** - The Committee reviewed the November 28, 2023, CPC minutes. Cooney moved to approve the minutes seconded by Foster. the minutes were approved with one abstention (Saltzman).

II. New /Special Business

3. Application Presentations

- a. 7:35 PM Come Home to Acton LLC – (4 Cherry Ridge Road) Cherry Ridge Veteran Housing
 - Andrea Starr presented the effort. Andreas introduced Mike Jeanson as the builder finishing the effort. The construction is 60% complete. Around \$200k to go to complete the home; the exterior, walls, insulation, and electricity are done; no flooring, etc.
 - Q&A: Moran asked about any deed restriction. The veteran will have restrictions that are still in planning. Colman asked when it could be sold. Andrea met with Home for Our Troops which set up ~400 homes to emulate their work. Thinking five years no ownership then 20% equity per year and after 10 years turned over. Colman asked Andrea what would happen if the award were 50% and what if no money was

awarded. Saltzman asked about selection process. Andrea plans to leverage using Home for Our Troops Home's qualification process but she is not requiring physical handicap. Foster asked about who is making the decision on veteran. Andrea noted a committee. Foster asked if ACHC was consulted Andrea said they sent her to Home for our Troops. She noted a deed restriction is required of want help from ACHC. Foster noted this unit will not qualify to Acton's count for affordable housing. Cooney asked if it can it be made a home in perpetuity? Unclear if doing that.

- b. 7:55 PM Town of Acton Recreation Dept. – Acton Community Dog Park
 - Ask: \$100k. See presentation for details.
 - Q & A: Byer asked if there are any fears to build before Senior Park. The \$45k ARPA grant Master Plan outlined the build out. The Senior Park was intended to trail the other parcels. Trimble noted the Storm Water planning was completed for both projects. Tom noted the AHA will not want to make any changes to their design. Byer asked about the sewer. The pump house is now near Main Street. Charter noted 1.5 weeks ago the sewer line plan was completed and the Town is waiting for MA DOT Right of Way Department decision.
 - Foster noted accessibility breakdown on \$58K provided in an earlier presentation. Could we get that again as it is not in presentation. Dale noted these would include benches with handrails, signage, and connection to the Senior Park. Foster would like any unused contingencies given back to CPA funds. Colman asked if no funding was provided instead of the requested amount. Tom responded the project was likely dead. At 50% they could approach it over a few years. Tom stated if this lingers long Stanton may pull back the approval as they are moving from the dog park funding work. Email indicating sundowning the program.
- c. 8:15 PM Town of Acton Recreation Dept. – Jones Playground Shade Structure
 - These come with 10-year warranties and are rain resistant
 - Melissa showed the video sun study. She would like to get the NARA one in followed by Jones. The NARA shade structure would eliminate a \$12,000 per year rental of tents for the camps.
 - Q&A: Saltzman asked about ability to climb on the shades. Melissa will research this, but they are used in other parks. Colman asked about getting 50% or 0% of ask. Melissa stated if there is no money there is no project. The recreation department is self-supporting. Liz Nugent (on Zoom) requested we not go in the summer without shade. She agreed with Saltzman that kids hide under the structures. She notes that at Jones there is zero shade unlike Gardner.
 - Melissa noted the support structures are permanent, but the fabric cover comes off in the winter like ones at NARA.

- d. 8:35 PM Town of Acton Recreation Dept. – NARA Sports Plaza Shade Structure
 - Ask: \$55k start in May. This would provide two single 20'x25' shade structures.
 - NARA Summer Camp has limited shade and Recreation has rented at a cost of \$12k tents per year for this purpose along with umbrellas at the Plaza. The kids need a place to congregate. The fabric is 60% rain resistant with a 10-year warranty. Charter noted he attended a senior function at 10 AM in August and it was very hot. In 10 years or as needed the fabric could be replaced. Michelle asked about UV protection. Ellicks asked about grants. Grants are always sought. Byers asked if it is set in concrete? Can you have a wooden structure built? Trimble asked Tom Gillispie about the wooden structure cost investigated at the dog park, Tom noted a post and beam supported by a community build was ~\$110k for a 20'x30' structure.
 - Foster asked if she would like to shade between the buildings. Melissa noted that the original plan called for that and it would be great to have this if possible. Foster thanked Melissa for her efforts and noted the Elm Street projects. The Committee concurred.

4. Review updated ACHC application and vote to accept the application past deadline

The prior year project application was submitted accidentally. Foster moved to accept the application. Byer second. Motion passed.

5. Review Recapture memo and vote to recapture unused project funds

\$10,646 returned to the Historic set aside. Foster moved, Trimble second. Motion passed.

III. Administrative Updates and Scheduling

6. Next Meeting Dates

- i. January 9
- ii. January 23
- iii. February 13
- iv. February 27 – presentation placeholder / start deliberations

7. 2024 Meeting Room – All upcoming meetings will take place in Town Hall room 9.

Adjourn – motioned to adjourn at 9:32 PM seconded by Byer seconded by Foster. Trimble called the roll and the meeting adjourned by unanimous consent.

Documents and exhibits used during this meeting:

1. Previous Applications for projects requesting funding this year
2. 2024 worksheet 1.0.xlsx
3. CPC agenda 2023-12-19.pdf
4. CPC minutes 11.28.23 draft.pdf
5. Project List and Project Hearing Date.docx
6. 2024 Community Preservation Committee Applications

Additional materials: <https://doc.acton-ma.gov/dsweb/View/Collection-17612>.

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