



Approved April 6, 2017

**Community Preservation Committee  
Meeting Minutes  
January 5, 2017**

**Members in attendance:** John Campbell, Chairman; Todd Helwig; Leslie Harrison; Norm Corbin; Kathleen Polanowicz; Andy Clark; Peter Martin

**Others in attendance:** Kathy Joubert, Town Planner; Elaine Rowe, Board Secretary; Terri Giannetto; Amy Poretsky; Bob Mihalek, Northborough Trails Committee; Rae Carlson, NAHC

**Chairman Campbell called the meeting to order at 7:06PM.**

**Continued Public Hearing RE: FY2018 CPA Applications**

- Northborough Affordable Housing Corporation - \$300,000
- Town Common – Phase II \$311,772 – Northborough Town Common Committee
- Trails Preservation - \$26,200 – Trails Committee
- Conservation Fund - \$200,000 – Open Space Committee
- Bartlett Pond Herbicide Treatment - \$30,000 – Conservation Commission

**Trails Committee** - Bob Mihalek explained that the basic idea behind the funding request was to attempt to standardize some of the signage at the various trail locations throughout town.

Peter Martin arrived.

Mr. Mihalek stated that there is a visible sign at Carney Park, and proposed having similar signs made and installed at some of the trailheads. In addition, he noted that part of the funding will be used for street signs. He explained that the parcel on Green Street has a great parking area but nobody knows what it is.

Mr. Mihalek also expressed a desire to install kiosks at the trailheads, so that once people get there they have some idea where to go. He indicated that the kiosk design that was submitted is very sturdy and expensive, but was the best design that he could find.

Mr. Mihalek stated that funding will also be used for ongoing maintenance that is allowable under CPA, including fuel and maintenance for the mowers. In addition, bog bridges on the trails need to be replaced periodically. He noted that the Trails Committee typically recruits Eagle Scout candidates to build these bridges, and having money available to purchase the supplies helps expedite the project.

Ms. Polanowicz asked if the Trails Committee has considered installing pet waste bag dispensers and trash receptacles. Mr. Mihalek commented that the disadvantage of providing a trash receptacle at the trailhead is that it will end with more trash than what is generated by the trail use alone. Ms. Polanowicz noted that Carney Park is not well maintained, and anything that can be done to keep the trails clean will be beneficial. Mr. Mihalek indicated that the Trails Committee has considered placing trash barrels at the trailheads, but it would be up to the DPW to maintain them and he is not quite sure how to implement this.

Ms. Harrison asked if there has been any progress made on naming the Green Street parcel. Mr. Mihalek noted that there have been several ideas discussed, but no decision has been made. In response to a question from Mr. Corbin, Mr. Mihalek indicated that the expected lifetime for the proposed kiosks should be about 20 years. Ms. Polanowicz requested that the signs and kiosks include an acknowledgement that they were funded by the CPC.

**CPC Funds** - Ms. Harrison asked why the estimated tax levy is lower this year. Ms. Joubert agreed to ask and let the board know what she learns.

Chairman Campbell asked Ms. Joubert to confirm that there is one bond payment (\$49,500) remaining for the Green Street parcel. In response to questions about CPC funds, Ms. Joubert offered to have someone from the Town Accountant's office come to a meeting to review. Chairman Campbell voiced his opinion that there is a balance of \$879,698 in the unreserved account.

Ms. Poretsky advised the board that the DPW had recommended that the Town Common Committee round their request up to \$320,000.

**White Cliffs** – Chairman Campbell asked about the projected debt service for the White Cliffs acquisition. Ms. Joubert voiced her understanding that Bond Counsel recommended 10 years. Chairman Campbell commented that we do not yet know when the closing will be and do not know what the true number is, and asked if the CPC members wish to consider all of the other projects based on incoming revenue. Mr. Helwig asked if the CPC is required to vote on the debt service now. Ms. Joubert confirmed that a vote is needed, including which pot to fund it from. Chairman Campbell commented that there is not enough money from the projected 2018 revenue to cover all of the requests. Ms. Polanowicz noted that the CPC is required to allocate 10% of new revenue to each of the Historical, Open Space, and Housing categories. Chairman Campbell reminded the members that the grant for the Town Common is a reimbursement grant. After consulting her notes, Mr. Joubert clarified that the funding request for the Town Common is to be rounded up to \$315,000.

Todd Helwig made a motion to allocate \$25,000 from new revenue to the CPC administrative fund. Leslie Harrison seconded; motion carries by unanimous vote.

Todd Helwig made a motion to allocate \$30,000 from new revenue for the Bartlett Pond herbicide treatment. Kathleen Polanowicz seconded; motion carries by unanimous vote.

Leslie Harrison made a motion to allocate \$30,000 from new money for Trails Preservation. Kathleen Polanowicz seconded; motion carries by unanimous vote.

Mr. Helwig suggested allocating \$55,000 from new money to affordable housing and using whatever is left in new money combined with money from the reserve fund to cover the debt service and town common project. He indicated that he is not in favor of awarding any more than is required to the Affordable Housing account, and is also not in favor of funding the Conservation Fund at all. He voiced a preference to keep funds in the unreserved account to maximize the board's flexibility. Ms. Polanowicz stated that she would support increasing the amount allocated to Affordable Housing to \$100,000.

Andy Clark made a motion to allocate \$125,000 from new revenue and the balance (\$190,000) from the unreserved balance for the Town Common project. Norm Corbin seconded.

Mr. Helwig suggested that the board should first address the Affordable Housing request.

Mr. Clark withdrew his motion for the Town Common.

Leslie Harrison made a motion to allocate \$100,000 from new revenue for Affordable Housing. Kathleen Polanowicz seconded; motion carries by a vote of 6 in favor and 1 opposed (Todd Helwig opposed).

Leslie Harrison made a motion to allocate \$238,000 from new revenue for the debt service for White Cliffs. Kathleen Polanowicz seconded; motion carries by unanimous vote.

Andy Clark made a motion to allocate \$70,000 from new revenue and \$245,000 from the unreserved balance for the Town Common project. Leslie Harrison seconded; motion carries by unanimous vote.

Kathleen Polanowicz made a motion to deny the request from the Open Space Committee. Todd Helwig seconded; motion carries by unanimous vote.

**Historical Preservation** – Mr. Corbin noted that we are currently not consistent with the way we handle preservation restrictions on historical properties, and expressed a desire to find a way to be more so. Ms. Polanowicz suggested that further research and discussion is needed.

**Consideration of Minutes** – Peter Martin made a motion to approve the Minutes of the Meeting of December 8, 2016 as submitted. Kathleen Polanowicz seconded; motion carries by unanimous vote.

**White Cliffs update** – In response to questions from Mr. Helwig, Ms. Joubert explained that monitoring wells were installed and, when checked on December 23<sup>rd</sup>, there was evidence of groundwater contamination. Ms. Polanowicz ask where the Licensed Soil Professional (LSP) suspects the oil came from, and whether this is a reportable event. Ms. Joubert noted that the owner's LSP is in the process of reporting the event, but the town's LSP has not yet reviewed the report. Ms. Polanowicz asked if further remediation is necessary. Ms. Joubert confirmed that there likely will be, and she agreed to keep the

board informed. Mr. Helwig commented that, at some point the purchase price doesn't make any sense given what it is costing the owner to clean up the site.

Kathleen Polanowicz made a motion to continue the public hearing to March 2, 2017. Todd Helwig seconded; motion carries by unanimous vote.

**Meeting adjourned at 8:45PM.**

Respectfully submitted,

Elaine Rowe  
Board Secretary