

TOWN OF STOW
Community Preservation Committee

Minutes, February 8, 2010

Community Preservation Committee Meeting

Community Preservation Committee members: Bob Wilber * (Chairman), Bill Byron, Linda Stokes, Bob Larkin, Dave Walrath (Vice Chair), John Bolton*, and Mike Busch*.
Admin. Assistant: Deb Seith

The meeting began with a quorum at 8:05pm in the Town Building.

BILLS AND MINUTES

VOTE: Bob L moved to accept the minutes from January 25, 2010 as amended, Bill seconded, 4 votes were to approve, Dave abstained because he was not present.

VOTE: Bob L made a motion to accept Deb's hours as submitted for December and January, Dave seconded, and approval was unanimous.

LETTER FOR STOW COMMUNITY HOUSING CORPORATION (attached)

The Committee reviewed and edited letter to the Department of Housing and Community Development.

VOTE: Bob L. made a motion to accept the letter as amended, Dave seconded and approval was unanimous.

PRESS RELEASE (attached)

The Committee reviewed a Press Release announcing the \$40,000 Federal Reimbursement Grant for the Albright Rail Trail Easement. **VOTE:** Bob L. made a motion to accept the Press Release as amended, Dave seconded, and approval was unanimous.

ANNUAL REPORT (attached)

The Committee reviewed the CPC Annual Report for 2009 and made some edits. The Committee briefly discussed the role of associate members. It was agreed that associate members are appointed for 1 year, none of the CPC associate members were reappointed at the beginning of the year, and none of the associate members attended a CPC meeting this year; therefore, the Committee decided not to renew any associate member appointments. **VOTE:** Bob L made a motion to accept the CPC 2009 Annual Report as amended, Bill seconded, and approval was unanimous.

NEWS & VIEWS

- The Department of Revenue (DOR) is estimating a first round match of 28%. DOR is expected to update this number in March.
- The Community Preservation Conference is scheduled for Saturday, May 8, 2010.
- The Stow Community/Elderly Housing Corporation is holding a meeting with their Landscape Architect on Saturday, February 13th. They have invited abutters of the Plantation II project.

HISTORICAL COMMISSION

Potential Cemetery Projects:

- G.H.Gledhill, Cemetery Commission, reviewed his proposal for a headstone restoration project (attached).
- Estimate: 1000 hours for 280 Stones & 30 Monuments. \$100/hr - \$100,000
- G.H. also included another \$50,000 for yearly cost increases and unforeseen issues with the stones/monuments.
- Newburyport recently did a similar project and had an expert (Jonathan Appell) train 20 volunteers. This significantly reduced the cost of their project.
- Harwich is also doing a headstone restoration project.
- G.H. also discussed finishing the stone walls at Lower Village. He estimated that cost at \$20,000.

- The CPC encouraged G.H. to contact other towns that have done similar projects, look into training volunteers, and get quotes from vendors.

* John Bolton joined the meeting at the end of the Cemetery discussion. Mike Busch joined the meeting at the beginning of the Corzine property discussion.

STOW CONSERVATION TRUST John Beusch (SCT)

- Bob Wilber left the meeting at this time because he has a conflict of interest (Bob is on the Board of the SCT and the CPC Chairman). Dave took over chairing the meeting.
- John Beusch, SCT, gave a brief history of the SCT and their projects.
- Purchase price: \$200,000. Requesting \$100,000 of CPA funds for a deed restriction.
- Corzine is a strategically located property because it separates 2 other parcels and if restricted would prevent a subdivision from spanning all 3 properties.
- SCT has secured access off Edgehill Road from gifted land and easements.
- No appraisal has been done yet. Raw land is usually appraised \$8,000-\$12,000 per acre.
- Can CPC get a copy of the deed?
- Is this Conservation Restriction worth \$100,000 to the Town?
- How will the land be managed?
- Will SCT refuse permission for any road or easement crossings?
- Who will be responsible for baseline documentation?
- John B. thought this restriction would be structured similar to the Hale Restriction. The Town contributed paid \$35,000 for a conservation restriction on the Hale parcel (purchase price was \$70,000). John thought the CPC should look at the Hale restriction since the Conservation Commission would probably write something similar for this parcel.
- SCT intends to conserve this parcel but can not say what will happen in future years.
- John B. mentioned that an area could be mapped out for a well before a conservation restriction is placed on the parcel. He thought the Leggett property might be a better site for a well.
- John B. thought the SCT would prohibit hunting and motorized vehicles but a conservation restriction would be much more restrictive.
- John B. said there are plans to put in trails in the Spring.
- Right now they only anticipate on street parking.

HISTORICAL COMMISSION continued:

Blacksmith Shop:

- CPA funds can be used to move the Blacksmith Shop in order to preserve it.
- The use of CPA funds would put some restrictions on the Building.
- This might be the only opportunity for a Town Meeting warrant article prior to the scheduled demolition.

Stone Building:

- The Historical Commission has discussed different options for memorializing the Stone Building. One option would include a Historic marker and storyboard.
- In general committee felt that CPA funds could be used for a Historic marker/storyboard.

Archaeological Project:

- Massachusetts Historical Commission will help draft an RFP.
- Action Item: Linda will talk with Bill Wrigley about the appropriate process.

Bob L moved to adjourn at 10:15pm, Linda seconded, and approval was unanimous.

Respectfully Submitted By: Deb Seith



Town of Stow
COMMUNITY PRESERVATION COMMITTEE

380 Great Road, Stow, MA 01775
978-562-5961 dseith@comcast.net

February 8, 2010

Ms. Tina Brooks
Undersecretary
Massachusetts Department of Housing and Community Development
100 Cambridge Street, Suite 300
Boston, MA 02114

Dear Ms Brooks:

The Stow Community Preservation Committee (CPC) is pleased to express its enthusiastic support for the project to build two new affordable housing developments in Stow: Plantation II and Pilot Grove II as proposed by sister corporations; Stow Elderly Housing Corporation (SEHC) and Stow Community Housing Corporation (SCHC). SEHC and SCHC have had a long and successful record of providing good, affordable housing to our elderly and family populations at the current Plantation I and Pilot Grove I affordable housing developments.

The CPC has enjoyed a long-standing collaborative relationship with SEHC/ SCHC. In 2004 Stow used CPA funds to purchase deed restrictions on 37 units when SCHC refinanced Pilot Grove I. Pilot Grove II will expand on the successful Pilot Grove I development and further Stow's goal of meeting more of the family affordable housing needs in our community.

The CPC has been in discussions with the SEHC/SCHC since March 2009 about the current project. We appointed a working group to work with SEHC and SCHC over the summer to craft a specific proposal. In early September we agreed to place an article in the warrant for the special town meeting on October 19th, 2009. The CPC did not endorse the article at that time because the committee felt the necessary public support for the proposals did not exist. We urged the SEHC/SCHC to engage in a publicity campaign to win public support for their projects. SEHC/SCHC placed an insert in the local paper that reaches all residents. They met with several Town boards, civic organizations, and religious groups. They received endorsements from the Board of Selectmen, Planning Board, Finance Committee, and Capital Planning. They generated many letters to the editor, held two public meetings to explain their proposals in detail, and reached out directly to abutters.

The CPC was happy to sponsor an article allocating CPA funds to Plantation Apartments II and Pilot Grove II at a special Town Meeting on October 19, 2009. The article passed Town Meeting by more than the 2/3s vote required. This action of Town Meeting voters reinforces what we believe to be true; that Stow residents recognize the current affordable housing needs of our community and support the development of these two projects.

On October 19, 2009 Town Meeting voters approved an article to appropriate and transfer a sum of One Million Seven Hundred and Fifty Thousand Dollars (\$1,750,000) from Community Preservation Fund Reserves for the purpose of purchasing land and developing supportive housing units next to Plantation apartments and for the expansion of Pilot Grove apartments.

We carefully crafted an article that commits town funds only if SEHC/SCHC is successful in obtaining full funding. Furthermore, the CPC monies only buy hard assets: land parcels that we will lease back to SEHC/SCHC or permanent deed restrictions that will assure affordability in perpetuity. Here is the language of the article that town meeting passed:

The Town voted to appropriate and transfer a sum of One Million Four Hundred Thousand Dollars (\$1,400,000), or any lesser amount, from Community Preservation Unrestricted Fund Reserves, and Three Hundred Fifty Thousand Dollars (\$350,000), or any lesser amount, from Community Preservation Affordable Housing Reserves, to be expended under the direction of the Community Preservation Committee (CPC) consistent with the Community Preservation Act for the purpose of purchasing land and developing supportive housing units next to Plantation apartments on a property shown as Parcel 10 on Map U-11 of the Assessors Maps of the Town of Stow, and for the expansion of Pilot Grove apartments on a portion of the land shown as Parcel 3 on Map R-17 of the Assessors Maps of the Town of Stow. Funds shall be appropriated as follows:

Amount	Source	Purpose	Available
\$100,000	unrestricted reserves	Associated costs	Immediate
\$350,000	Affordable Housing reserves	Implementation	Immediate
\$200,000	unrestricted reserves	Implementation	Immediate
\$550,000	unrestricted reserves	Implementation	January 1, 2011
\$550,000	unrestricted reserves	Implementation	January 1, 2012

"Source" refers to the specific Community Preservation Fund account to be transferred from, as listed above. "Available" is when the funds shall be transferred to the project account from the source account. "Associated costs" purpose shall mean funds for appraisal, legal, and other due diligence and associated administrative costs. "Implementation" purpose shall mean funds used to purchase or fund the purchase of land and affordability restrictions in perpetuity in accordance with this article. No Implementation Funds shall be expended until necessary permits required for building are issued and sufficient funding for proceeding with the developments is acquired.

Further, to authorize the Board of Selectmen and/or Stow Municipal Affordable Housing Trust (SMAHT) to enter into such agreements, execute such documents and apply for and accept such public or private grants as may be available to the Town for these purposes; and further, to authorize the CPC as approved by Town Meeting within this Article or by subsequent actions to transfer funds when available to the SMAHT as specific grants for the purposes of this article.

Note that Town Meeting voted on one article to fund two projects, Plantation II and Pilot Grove II. For planning purposes, the money allocated can be split evenly between the two projects at \$825,000 per project. We anticipate working closely with the SEHC, SCHC, and the Stow Municipal Affordable Housing Trust to carry out the provisions of this Town Meeting article. Together we will provide affordable housing and supportive services to the community's elders. We heartily endorse SEHC/SCHC in its efforts.

This action supports both projects equally. The CPC strongly supports both supportive housing for the elderly and affordable rental housing for the non-elderly population. These projects will address the housing needs of Stow in an integrated way.

We hope you will be able to fund these projects expeditiously, as they are locally-sponsored projects that have been designed to meet the need for affordable housing in Stow in a manner that is well thought out, at a scale that is appropriate to the site, and supported by a majority of voters as consistent with local needs.

Sincerely,



Bob Wilber, Chairman, Stow Community Preservation Committee

On behalf of the Stow Community Preservation Committee

John Bolton	Assessors
Mike Busch	Recreation Commission
Bill Byron	Council on Aging
Bob Larkin	Housing Authority
Kathy Sferra	Conservation Commission
Linda Stokes	Historical Commission
David Walrath, Vice	Finance Committee
Kathleen Willis	Planning Board
Deb Seith	Administrative Assistant

PRESS RELEASE

February 8, 2010

Community Preservation Committee

Stow Receives reimbursement of \$40,000 in Federal Funds for Easement for Assabet River Rail Trail project.

Stow's Community Preservation Committee (CPC), Board of Selectmen, Assabet River Rail Trail Committee (ARRTC), and Recreation Commission are very pleased to report that the Town of Stow has received \$40,000 of Federal Grant Funds to reimburse the Stow CPA account for some of the funds expended for the acquisition of an extensive easement on "Track Road" between Sudbury Road and White Pond Road for rail trail and public access purposes.

The CPC would especially like to acknowledge the efforts of Don Rising, Michelle Ciccolo, Kerin Shea and Hudson Town Officials for securing this Grant for Stow.

Stow has contiguous rights along the entire 1.85 miles between Sudbury Road and the Stow-Maynard town line - the longest uninterrupted segment in the 12.5 mile, five-community rail trail. This scenic and recreational resource brings Stow a step closer to connecting to the multi-town rail trail network that would extend from Marlborough to the South Acton Commuter Rail station

2009 ANNUAL REPORT

COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Act (CPA), MGL c.44B, was enacted into legislation on September 14, 2000. The goal of the Community Preservation Act is to provide communities with the means to expand their ability to pursue and implement projects that preserve or enhance their quality of life. Under this legislation, municipalities may opt to participate by adopting a property tax surcharge to create a locally-controlled Community Preservation Fund. The state provides a match, up to a maximum of 100 percent, depending on what percentage surcharge is adopted and the number of communities participating statewide. The Community Preservation Fund can be used to fund projects related to the acquisition and preservation of open space, the creation and support of affordable housing, and the acquisition and preservation of historic buildings, landscapes and documents.

Stow voters accepted the provisions of the Community Preservation Act (CPA) at the Town Meeting in May of 2001. At the subsequent Annual Town Election, Stow voters opted to enact a property tax surcharge of 3 percent to create the Stow Community Preservation Fund. Stow voters also opted to adopt all of the possible exemptions to the surcharge, including: those properties occupied by low-income property owners and those properties occupied by low- or moderate-income senior property owners, if such property owners show proof of income eligibility. The other exemption is on the first \$100,000 of assessed real property, which is taken automatically and reflected in the amount assessed to each property owner. As a result, Stow is participating in a manner that maximizes the state matching funds with the least possible financial impact to the community.

The fiscal year ending June 30, 2009 was the eighth year of collections and state matching grants. In October 2009 Stow was awarded \$219,912 – a 51.6 percent match – greatly increasing our community's ability to take action in the three specified areas. State matching funds have been awarded each year in which Stow has participated (over \$2.4 million in state matching funds awarded to date). Community Preservation funds are deposited in a locally controlled, interest-bearing account. Additionally, Stow has earned over \$585,000 in interest on CPA funds since adoption in 2001.

Pursuant to the adoption of the CPA in May 2001, the Community Preservation Committee (CPC) was formed to develop a Community Preservation Plan and to oversee implementation of the CPA in Stow. The CPC's role is to study the existing resources of the town, identify critical needs, evaluate various options for addressing those needs, and recommend specific projects for Town Meeting consideration. All projects recommended by the CPC also must be approved by a majority vote at Town Meeting before expenditures can be made from Stow's Community Preservation Fund.

Highlights of 2009

In May of 2009, Town Meeting voters approved Community Preservation warrant articles for appropriating funds for administrative purposes (\$28,000) and for making the annual reserves required under the Community Preservation Act: Acquisition and Preservation of Historic Buildings and Landscapes (\$60,000), Acquisition and Preservation of Open Space and Recreation Land (\$60,000), and Acquisition and Support of Affordable Housing (\$60,000).

At the same Annual Town Meeting in May of 2009, Town Meeting attendees voted to appropriate \$50,000 of CPA Historic Reserve Funds for purpose of creating a town-wide historic properties inventory. Maintaining Stow's Historic Property Inventory is one of the main responsibilities for the Historical Commission. The last inventory was done approximately 25 years ago and this new Inventory will bring Stow's Inventory up-to-date and make it more accessible. At the time this report was written the Historical Commission was in the Request for Proposals (RFP) stage of hiring a consultant.

In 2008, Stow acquired an easement, using CPA funds, for approximately 9,900 feet in length along a former railroad roadbed. The easement allows the possible future construction of a portion of the Assabet River Rail Trail and allows public access to the existing trail. The Town of Stow was awarded \$40,000 of Federal Grant Funds to reimburse the CPA account. The CPC is most appreciative to Michelle Ciccolo, Don Rising, and other Hudson Town Officials for their efforts to secure this Grant for Stow.

At a Special Town Meeting in October 2009, Town Meeting attendees voted to appropriate \$1,750,000 in CPA funds for a combined Affordable Housing project at 2 properties adjacent to Plantation and Pilot Grove Apartments. Plantation II will provide 37 units of supportive housing for low-income elderly residents and Pilot Grove II will provide 30 units of affordable family housing. The article passed Town Meeting by more than the 2/3s vote required. This action of Town Meeting voters reinforces what we believe to be true; that Stow residents recognize the current affordable housing needs of our community and support the development of these two projects.

In addition to the warrant articles presented to residents at Town Meetings this past year, the CPC continues to work with the Recreation and Agricultural Commissions on the Stow Community Park and agricultural land formally known as the Snow Property. The project is well underway, and playing fields are expected to be open for full use in fall 2010. The agricultural portion is already under lease to a local farmer.

The CPC looks forward to working with others to implement additional Community Preservation projects selected by Town Meeting voters. In addition, the Committee looks forward to evaluating proposals currently in the developmental phase including a Historic Documents Preservation project, a fire suppression system to preserve the historic Town Hall, and a town-wide Archaeological Reconnaissance Project. The prospect of receiving significant state matching funds appears promising for 2010. Stow voters are to be commended for deciding eight years ago to be one of first of the 142 communities in Massachusetts (representing more than one third of the Commonwealth) that are accruing the many and varied benefits of local adoption of the Community Preservation Act.

COMMITTEE MEMBERS	
Bob Wilber, Chairman	Open Space Committee
David Walrath, Vice Chairman	Finance Committee
John Bolton	Assessors Office
Mike Busch	Recreation Commission
Bill Byron	Council on Aging
Kathy Sferra	Conservation Commission
Kathleen Willis	Planning Board
Linda Stokes	Historical Commission
Bob Larkin	Housing Authority
Deb Seith, Administrative Assistant	

HISTORICAL PRESERVATION
GRAVESTONE AND MONUMENT
RESTORATION

VENDORS RESPONSIBILITIES

BROKEN - LAID DOWN STONES

INCASED FOOTING BASE - CEMENT - GRANITE

280 STONES ESTIMATE 800 HOURS

30 MONUMENTS ESTIMATE 200 HOURS

310 TOTAL GRAVESTONE AND MONUMENT
RESTORATION

310 GRAVESTONE AND MONUMENT

1000^{hr} ESTIMATE TOTAL HOURS

100^{hr} PER HOUR

100,000

50,000 ESTIMATE COST OF LIVING ALLOWANCE

TOTAL 150,000 THIS IS A PROJECTED 5 YEAR PLAN

TOWN OF STOW COMMUNITY PRESERVATION COMMITTEE

PROJECT SUBMISSION FORM COVER SHEET

Submitter: John U. Beusch Submission Date: January 29, 2010

Group or Committee Affiliation (if any): STOW CONSERVATION TRUST

Submitter's address and phone number:

416 Taylor Road
Stow MA 01775
978 897 7920

Purpose (please select all that apply):

- Open Space
 Affordable Housing
 Historic
 Recreation

Submitter's email address: BEUSCH@LL.MIT.EDU

Project Name: CONSERVATION RESTRICTION ON CORZINE PROPERTY

Project Description:

Similar to CPC funded purchase of CR on 24.3 acre Hale Woodlands in 2006 - \$35,000 - Money returned to town as pledge as part of \$50,000 AART payment by SCT. Project is for CR on 31.6 acre Corzine Parcel with SCT pledge to return the funds (and more) toward the Town's next Major Conservation project. Corzine/Hale now has ^{decided} public access from Street.

Costs:

Fiscal Year	Total Project Cost	CPC Funds Requested	Other Funding Sources (amount and source)
2010	\$ 100,000*	\$ 100,000.	None for CR -- Corzine Property was
2011			Purchased by SCT
2012			for \$ 200,000.
2013			
Total	\$ 100,000	\$ 100,000.	

*Selected as half the property purchase price. (Hale CR was half of the property purchase price)
 Does this project fall within the jurisdiction or interest of other Town Boards, Committees or Departments? [May change in Meeting with Cons. Commission]
 If so, please list the boards, committees or departments, whether applications and/or presentations have been made, and what input or recommendations have been given.

CONSERVATION COMMISSION - Meeting Scheduled @ 7:45PM on February 16, 2010.
Recommendation -- To Be Determined.

For Community Preservation Committee Use:

Form Received on: _____ Project Presented to CPC on: _____

Reviewed by: _____ Determination: _____