

TOWN OF STOW
Community Preservation Committee

Minutes, December 8, 2014 - Amended

Community Preservation Committee Meeting

Community Preservation Committee members present: Kathy Sferra (chair), Dot Spaulding, Louise Nejad, Bill Byron, Cortni Frecha, Bob Larkin, Mike Busch and Vin Antil.

Admin. Assistant: Krista Bracci

Liaison: Brian Burke (Board of Selectmen/Clerk) – left at 8:37 pm

Not Present: Rich Eckel

The meeting began with a quorum at 7:34 pm (Bob arrived at 7:40 pm)

BILLS & MINUTES

VOTE: Bob made a motion to approve the minutes of November 10, 2014 as amended, Dot seconded. The vote was unanimous.

VOTE: Bob made a motion to approve a \$7,000 invoice from Gravestone Services of New England associated with the rehab headstones/monuments project, Cortni seconded. The vote was unanimous.

PINE BLUFF PROJECT PROPOSAL

Laura Greenough, Tim Allaire, and Ben Gary (Marshall Gray LLC) made a presentation to the CPC members for a project they would like the committee to fund. The project's main goal is to bring the Pine Bluff Recreation area up to code with the Board of Health and also take into account suggestions from the Stow community. Some of the items discussed are as follows:

- Additional parking
- Gravel turnaround/drop off area
- Wooden safety rail separating the field and road
- Pavilion to offer shelter and an eating area
- Wood storage building (24 x 24) to house play equipment
- Horseshoe and bocce courts
- Make the beach area handicap accessible
- Provide two shade areas on the beach
- Remove some invasive species
- Move the old storage unit to the beach
- Renovate and add two additional restrooms that are handicap accessible
- Security cameras
- Enclose the shower and have two changing rooms
- Create a paved area with lighting for camp activities

The approximate cost for the project was \$286,000. The Recreation Committee's plan at the moment is to request most of the funds from CPC. The balance would come from their account and through donations - they thought 20% was realistic based on their experience with Snow. Laura plans on having two public hearings and will meet with various town committees. They hope to put the project out to bid by February 16, 2015.

DISCUSSION TOPICS:

- The project can be broken into phases if need be
- The embankment erosion will not be taken care of with this project
- The community does not want a metal shed vs. a wooden one
- The lake residents will be involved in this process
- The wooden fence chosen will be sure to withstand many years of weather
- The pavilion is much needed for camp children in bad weather
- The storage shed is needed due to lack of space to store all the equipment
- The Pompo portable classroom is too large to use at Pine Bluffs
- The highway department may be able to help with road construction
- The project manager will be Craig Martin

ACTION ITEMS: Based on Kathy's suggestion the Recreation Commission will review the project proposal and try and lower the cost. She suggested that they seek to bring the CPA portion in around \$200,000. Krista will place the Recreation Commission on the CPC agenda for January 12, 2015 at 7:30.

GROUND PENETRATING RADAR PROJECT APPLICATION

Dot Spaulding from the Historical Commission presented the CPC members with a new project request. The project is estimated to recover approximately 100 unmarked graves in the Lower Village and Hillside Cemeteries. The project will also include GIS mapping. Dot has spoken to GH and he is on board with this project request. Dot also shared with the members that Sudbury and Maynard have used the same technology and were able to uncover hundreds of unmarked graves. By determining where all the graves are there may be additional room to have new cremation burials at Hillside Cemetery.

DISCUSSION: Vin suggested that Dot request the full data when drawing up the contract vs. just the maps. This information can be very useful to the town. It was also mentioned that this type of work is very dependent on weather. The project funds are proposed to come out of the Historic Reserve account.

VOTE: Bob made a motion to bring the \$24,000 Ground Penetrating Radar project to the 2015 STM, Mike seconded. The vote was unanimous.

FUND BALANCE REVIEW

Krista confirmed with the town accountant and informed the committee of the current account balances. The funds listed below are not allocated to any project as of yet.

Open Space = \$332,700

Affordable Housing = \$345,837

Historic = \$549,636
Unreserved = \$2,922,046

FY2016 BUDGET

Krista supplied an FY2016 budget for the committee to review. This budget took into account an estimate of FY2016 CPA surcharge tax, abatements, and a state match of 30%. Only 5% can be allocated to administrative expenses (\$34,000) and 10% or more needs to be allocated to the CPC buckets (open space/recreation, affordable housing, and historical). Each bucket will have an additional \$75,000 allocated to it. The rest of the funds will be placed in the unreserved account.

VOTE: Cortni made a motion to accept the budget proposed by Krista, Bob seconded. The vote was unanimous.

COMMUNITY PRESERVATION PLAN

Bob reviewed the Community Housing section of the plan for the committee. There was discussion about deed restrictions and how they can be beneficial to some residents in town. It offers a way to keep people in their homes and conserve the smaller houses around town. The following items were discussed:

Page 12: Last paragraph - the committee was in agreement to leave the 100%

Page 13 - 16: No changes were needed

Page 17: Section 4.0, #2 - the committee was in agreement to raise the \$50,000 to \$100,000

Page 18 - 21: Starting with the Preliminary section on page 18 to page 21 - not yet reviewed by the committee.

ACTION ITEM: Krista will make the few changes that were discussed

CPC SIGN

Cortni is going to supply the committee members with a final sign sample at the next CPC meeting. She is going to talk with Beth on what link to use for the town website, get pricing for multiple 12 X 18 double sided signs, and try to adjust the size of the wording (make them bolder).

NEWS AND VIEWS

Dot is going to write up the warrant article for the Ground Penetrating Radar project for the next meeting.

Krista is going to send out an email blast indicating the project submission deadline for ATM 2015.

MEETING SCHEDULE

January 12th and 26th

February 2nd and 23rd

Bob made a motion to adjourn at 9:25 pm, Mike seconded, and approval was unanimous.

Respectfully submitted by: Krista Bracci

