

TOWN OF STOW
Community Preservation Committee

Minutes, August 10, 2015 (Amended)

Community Preservation Committee Meeting

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

Admin. Assistant: Krista Bracci

Liaison: Brian Burke

Not Present: Rich Eckel

The meeting began with a quorum at 7:30 pm

MINUTES

VOTE: Bob made a motion to approve the minutes of July 13, 2015, Dot seconded. The vote was 6-0.

Mike arrived at 7:34 pm

Vin arrived at 7:34 pm

There was no Pine Bluff Invoice to approve.

PROJECT UPDATES

Mapping of Lower Village and Hillside Cemeteries: Dot informed the committee members that the Historical Commission is ordering additional markers. The temporary flags have been disappearing so they have tried to use nails and duck tape to keep the remaining markers in place. Dot also informed the members that the Hillside Cemetery is complete, but they are still waiting on a plot plan. Work will continue at Lower Village next week. Vin offered to help Dot if she needed assistance marking the sites. During the project a piece of foundation was found and is now marked with wooden stakes.

Brewer Property: Kathy mentioned that a ribbon cutting ceremony is being held this Saturday the 15th of August at the Captain Sargent Conservation Area. Stow TV is going to record the ceremony. There are going to be a number of events taking place. For example, they are going to hold an invasive species walk in hopes to educate the public.

Pine Bluffs Improvement Project: Mike B informed the committee that the pavilion, storage barn and the bathrooms have all been completed. There is still some work to be done on the deck. More work will continue after camp is done for the season. Mike B also mentioned that the hard court will be done utilizing donations. There are a few things that have not yet been completed: guardrail, walkway and the grading of the road. The Recreation Commission is going to have Marino Construction come up

with some ideas for the guardrail. They would also like to utilize the highway department for the road work, but they are extremely busy right now. Mike B also mentioned that the trees have been cleared.

PROJECT PRESENTATIONS

Elm Ridge Affordable Unit Purchase: Mike Kopczynski from SMAHT presented this project request to the committee members. He was asking for \$220,000 of CPA funds to purchase the Elm Ridge affordable unit once it goes into foreclosure. SMAHT would contribute approximately \$20,000 toward the purchase. It was also mentioned that Mike K would like this project part of the Fall Meeting Warrant. There were a number of topics discussed during the presentation (see list below). In conclusion, Mike K was going to talk with Julie the Town Accountant discussing a potential revolving account and will produce the warrant draft.

Discussion Topics

- The total cost of the unit is \$240,000 and the resale would be around \$205,000 to \$210,000 based on a formula. The home is a three bedroom.
- The repair costs and what the bank would like for the unit is unknown at this time since it is still privately owned. Mike K estimated that the repair costs may be around \$30,000 to \$50,000 to repair the roof and furnace. There may be animal and paint issues to address as well.
- There has been no one living there for 18 months. The neighbors have been maintaining the lawn.
- There is approximately \$165,000 left on the mortgage.
- We may not know anything additional prior to the Fall Town Meeting.
- There is a small market of eligible buyers and the unit may need to be rented until a buyer is found. If the unit is rented it will still count as affordable housing, but there will be some administrative costs incurred.
- The average cost to build a new unit is \$330,000.
- A bank in Nevada is holding the deed and the communication is not very good.
- We have only 120 days to buy the unit once it is in foreclosure.

Randall Library 2nd Floor Restoration: Melissa Fournier from Randall Library presented this project request to the committee members. She was asking for \$153,340 of CPA funds to renovate the historic 2nd floor of the library. She is requesting this project be part of the Fall Meeting Warrant. There were a number of topics discussed during the presentation (see list below). In conclusion, Melissa was going to review the final number adding a 15% contingency and draft a warrant article.

Discussion Topics

- The stair design changed slightly to having a straight section followed by a landing before the curved section. Only the staff will be utilizing these stairs.
- There is a need to have more quiet space, wifi access, tables and conference areas. there are about 23 different groups that utilize the library that include as many as 50 people at a time.
- The goal is to have construction start in January and work will be completed in stages.
- The library will still be able to have the groups meet down stairs during the construction period.

- Melissa meet with the Historical Commission and they are in favor of this project.
- There was a question on what to do with the unused design fund account.
- Members strongly suggested that Melissa meet with Bill and Craig for guidance. They also mentioned following the Procurement Law process which includes sending the project out to bid via RFP.
- A Project Manager or General Contractor may be needed to oversee this project.
- A 15% contingency figure should be included in the proposal for any unforeseen issue that may arise.
- For clarification purposes it was mentioned that the Town of Stow owns the Library so procurement rules will apply.

MEETING SCHEDULE

September 14th

September 28th

October 5th

October 19th

Bob made a motion to adjourn at 9:00 pm, Kathy seconded, and approval was unanimous.

Respectfully submitted by: Krista Bracci