

**TOWN OF STOW**  
**Community Preservation Committee**

**Minutes, January 25, 2016**

**Community Preservation Committee Meeting**

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

*Admin. Assistant:* Krista Bracci

*Liaison:* Brian Burke - arrived at 7:33 pm

The meeting began with a quorum at 7:30 pm

**BILLS & MINUTES**

**VOTE:** Kathy made a motion to approve the minutes of January 11, 2016, Bill seconded. The vote was unanimous.

**VOTE:** Bob made a motion to approve an invoice from Joseph DeFontes Company in the amount of \$432 for markers associated with the Mapping of Lower Village and Hillside Cemetery project, Kathy seconded. The vote was unanimous.

**VOTE:** Bob made a motion to approve an invoice from the Community Preservation Coalition in the amount of \$2,875 (2016 annual dues), Kathy seconded. The vote was unanimous.

**2015 ANNUAL REPORT**

Kathy suggested that Krista make a couple of small changes to the document and double check the 3.8 million dollar figure.

**VOTE:** Bob made a motion to approve the 2015 Annual Report as amended, Kathy seconded. The vote was unanimous.

**CPC / SMAHT AGREEMENT**

Cortni did a quick recap on the changes that were made to since some of the members were not present at the previous CPC meeting (some language changes and point #7 was added).

**VOTE:** Mike made a motion to approve the CPC / SMAHT agreement as amended, Vin seconded. The vote was unanimous.

**ACTION ITEM:** Krista will provide Julie C and Mike K with a copy of the signed document for their files.

## **TOPOGRAPHIX MAPS PRESENTATION**

Dot shared the Hillside and Lower Village Cemetery maps with the committee. She explained that she is dividing the maps into sections being careful to keep family plots together. The kiosk will contain the following: Family names, first names, section, location numbers and a GPS coordinates. She would also like the Kiosk to have a website that visitors can go to. The website is going to take some time to complete, but when it is down she hopes to have photos of each of the headstones on it. The Hillside Cemetery portion is in good shape, however, the Lower Village is going to need additional work this Spring. Brian suggested that Dot produce a colored mock up (work in process) of one of the maps. He would like to have it displayed at the Annual Town Meeting in May.

## **PROJECT PROPOSALS**

The committee reviewed these very quickly and determined at what future meeting they would like to hear the presentation. Krista will set up these appointment.

1. Conservation Commission / Open Space Acquisition (\$50,000) - 2/8/16 Meeting
2. Facility Improvement at Pine Bluffs (\$40,000 - \$60,000) - 2/8/16 Meeting
3. Town Center Park Design (Admin Funds \$10,000 - \$15,000) - 2/8/16 Meeting
4. Town Hall Restoration Study (\$10,635) - 2/22/16  
*Discussion: Can anyone come in and request CPA funding for a project? The answer is yes.*

**The committee is expecting two additional proposals to be submitted:**

- **Additional funds for the Mapping of Hillside/Lower Village Cemetery Project**
- **Additional design funds for the Randall Library Project**

## **DISCUSSION ON OUTSTANDING PROJECTS**

1. Conservation Commission / Open Space (\$26,000) - these funds are committed to the Dunn Project.
2. 323 Great Road (\$11,066.81) - most likely will be used for a Conservation Restriction and some clean up of the property.
3. Mapping of Invasive Species (\$24,000) - we are in the first year of a three year project.
4. West School Parking (\$13,067.34) - Dot is going to get an update on this project and it will be discussed at the February 22nd meeting. Items that were brought up and need clarification are the handicap ramp, size of the entry door and the height entering the building.
5. Historic Document Preservation (\$100,000) - Krista will obtain an email update from Linda on this project that will be part of the agenda at our next meeting on the 8th.
6. Inventory of Historic Town Properties (\$30,625) - Dot will provide an update on this project at a future meeting.

7. Plantation Expansions (\$925,000) - the abutter won the court case, however, Stow Elderly Housing Corporation may reapply.

**NEWS & VIEWS**

- Brian mentioned that the warrant closes on March 1st for the May Town Meeting
- Land is for sale on Boxboro Road. There is a house on the lot and it is in chapter 61. Kathy mentioned that Open Space, Conservation Commission and the Conservation Trust are not interested in matching the purchase price for the land.

**MEETING SCHEDULE**

February 8th

February 22nd

March 14th

March 28th

Bob made a motion to adjourn at 8:49 pm, Kathy seconded, and approval was unanimous.

Respectfully submitted by: Krista Bracci