

TOWN OF STOW
Community Preservation Committee

Minutes, October 24, 2016

Community Preservation Committee Meeting

Community Preservation Committee members present: Cortni Frecha (chair), Dot Spaulding, Mike Busch (arrived at 7:38 PM), Bill Byron (vice chair), Vin Antil, Rick Connelly, Paul McLaughlin, Bob Larkin

Not Present: Ernie Dodd

Admin. Assistant: Krista Bracci

Liaison: Brian Burke - not present

The meeting began with a quorum at 7:30 PM

MINUTES

VOTE: Bob made a motion to approve the minutes of September 19, 2016, Dot seconded. The vote was unanimous.

VOTE: Bob made a motion to approve the minutes of October 3, 2016, Dot seconded. The vote was unanimous.

Mike arrived at 7:38 PM

INVOICES

Plantation II: Greg Jones from the Stow Elderly Housing Corporation was present to answer questions regarding the invoice he submitted for reimbursement. The invoice was for a total of \$26,306.58. This total represents various invoices the SEHC has already paid since April of 2016.

Update on Plantation II

- The SEHC is starting over completely hoping to obtain a ZBA permit and minimize any issues for the neighbors. The idea is to have a different type of septic system that will be located further away from the neighbors.
- The supportive elderly housing design may include some two bedroom units this time, but the footprint will be the same.
- The SEHC purchased a home on 252 Great Road so that they will have additional land for Plantation II (approximately 2 acres). The home is currently being rented. They also put in a new septic system behind the house because the old one did not pass Title 5. The plan is to sell the home at a future date, at market rate, not as an affordable home.
- There will be a meeting scheduled with neighbors to try to avoid any potential issues.

- A survey will be done to see how the community feels about supportive elderly housing.
- The SEHC also purchased additional abutting property for a water source, since water and septic treatment were an issue during the court appeal.

Comments: Pertains to Invoices from Foresite Engineering (\$3,174.00), Ben Poulson (\$8,453.83) and Linda Puopolo (\$1,406.25).

- Based on the warrant article SEHC has \$100,000 allocated for administrative costs and \$825,000 for construction costs.
- Committee members had some concerns regarding the above noted invoices.
 - a. Foresite Engineering - pertained to the septic system for the home on 252 Great Road and does not fall under CPA administrative costs outlined in the warrant article
 - b. Ben Poulson - pertained to the septic system for the home on 252 Great Road and does not fall under CPA administrative costs outlined in the warrant article
 - c. Linda Puopolo - wanted to make sure these charges were only when Linda worked on Plantation II accounts

VOTE: Mike made a motion to approve an invoice from SEHC for \$14,678.75 from the unreserved account and tabled the amounts that pertained to the Foresite and Poulson invoices (Plantation II Project), Dot seconded. The vote was unanimous.

Pine Bluffs Invoice Discussion: committee members were not comfortable paying on the same day that work would be completed. The normal practice is to pay an invoice after the work has been fully done.

Action Item: Mike is going to speak with Laura about maybe choosing another vendor or having the Recreation Commission pay the invoice and submit for reimbursement from the CPC.

Final Result: The CPC decided to take no action on the invoice from Millennium Alarm.

LIBRARY RENOVATION UPDATE

Melissa Fournier gave the CPC members an update on the Randall Library restoration project. She supplied the members with a preliminary cost estimate and drawings. Both documents were created by McGinley Kalsow & Associates, Inc. These materials will be kept in the CPC project folder. The hope is to request CPA construction funds as early as for the Spring 2017 Town Meeting. The approximate amount they will be requesting is \$319,000.

Items Discussed

- The restoration committee received three options from McGinley on how to restore the floors. The committee has decided to wait and see how the original floors look before they make their decision. It is hard to tell what condition the floors are in with only lifting up certain areas of the carpet.
- Melissa mentioned that repairing the chimney is not negotiable (was not part of the design funds). The exterior is in rough shape and it will begin to fall over in the next 3 - 5 years. Work on the chimney is going to be costly. Other exterior work was tabled due to the very expensive, finite supply of sand stone that will be needed.

- At the next library meeting Melissa mentioned they would be working on a timeline. They hope to get public feedback as well.
- The entire project was estimated to take about 3 - 4 months.
- The wall color will be a blue gray instead of the salmon gray which was originally discussed.
- There is going to be a larger space for adults in hope to create more foot traffic.
- No insulation is going to be placed in the walls. It was determined if insulation was used than there could be an issue with dampness.
- The windows are in good shape and thermal loss was not that bad. The window panes will be replaced and the storm windows will be on permanently.
- No restoration on the exterior will be done at this time, except for the chimney.
- The third floor will not be open to the public. The stair case is going to be renovated to make it a bit safer for employees. It will be the same footprint, but will have a landing.
- Mike explained the bid process to Melissa and how there is not much time to bring this project to the Spring Town Meeting.

REVIEW AWARD LETTER & LETTER OF CONDITIONS

Tabled until the next CPC meeting.

DISCUSSION ON CHANGING THE BY-LAW

Tabled until a later date.

DISCUSS ADDING AN ABUTTER'S LIST TO THE APPLICATION PROCESS

Krista will talk with the Assessor's office to see how much an abutter's list will cost an applicant.

VOTE: Bob made a motion to make the abutter's list part of the application process, Rick seconded. The vote was unanimous.

REVIEW CPC PROJECT PRESS RELEASE

Krista informed the members that the press release was in the Stow Independent twice during the month of October. She reconfirmed that the members would like to see it placed in the paper twice during the month of November.

NEWS & VIEWS

The committee members would like to have a CPC invoice payment policy. Cortni will create a draft for members to review at the next meeting.

MEETING SCHEDULE

November 14th and 28th
December 12th

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

Respectfully submitted by: Krista Bracci