

COMMUNITY PRESERVATION COMMITTEE MEETING MINUTES
March 23, 2022

RECEIVED

A Public Meeting of the Community Preservation Committee was held on Wednesday March 23, 2022, at 7:00 p.m. via Zoom Video Conferencing Communication App, Kerri Rufo hosting.

2022 050 DIV 12

TOWN CLERK
BILLERICA

Present: Travis Brown, Chairman, Mary Leach, Vice Chairman, Joe Fiumara, Member, Tom Conway, Member, and John Speidel, Member and Chief Assessor

Absent: Doug Meagher, Treasurer, Diane DePaso, Member, Jim O'Donnell, Member, and Matt Battcock, Member,

CALL TO ORDER:

Chairman Travis Brown called the meeting to order at 7:00 p.m.

PUBLIC COMMENT:

Marlies Henderson, N. Billerica resident – Be sure to verify the expenditures. The administrative expenses and budget are only 5% of your budget. The CPC does not manage the projects but should still be keeping track of the project expenditures. It's just a matter of accountability.

FINANCIAL UPDATE:

Paul Watson sent a handout to the committee prior to the meeting showing the amounts taken in since the CPC conception. It is the standard report they have been getting since the beginning of this committee. The first page shows the fund balances which has not changed and will not change until after the end of the fiscal year. The report shows the committee how much they can vote into the projects. The spread sheet includes the Local surcharge amount, the State Match amount, interest, how much is in each "Bucket" along with expenses. The Special Purpose Funds Balances aka "Buckets" are Housing, Open Space and Recreation, Historic, and Undesignated. The second page shows the approved projects with the appropriation amounts and expenses as related to the individual projects. They have generated over \$4.4 million in total since adopted.

VOTE ON PROJECT RECOMMENDATIONS TO TOWN MEETING:

Mary Leach seconded by Joe Fiumara made a motion to recommend the Clara Sexton House Barn Renovations Project in the amount of \$158,055.00 to Spring Town Meeting.

A roll call vote was taken
It was voted (5-0)

- Mary Leach – Aye
- Tom Conway - Aye
- Joe Fiumara - Aye
- John Speidel - Aye
- Travis Brown – Aye

Joe Fiumara seconded by Tom Conway made a motion to recommend the PHR Skate Park Design and Consulting Project in the amount of \$20,000.00 to Spring Town Meeting.

A roll call vote was taken
It was voted (5–0)

Mary Leach – Aye
Tom Conway - Aye
Joe Fiumara - Aye
John Speidel - Aye
Travis Brown – Aye

Joe Fiumara seconded by Tom Conway made a motion to recommend the PHR eight Tennis and Pickleball Courts resurfaced and painted lines Project in the amount of \$75,000.00 to Spring Town Meeting.

A roll call vote was taken
It was voted (5–0)

Mary Leach – Aye
Tom Conway - Aye
Joe Fiumara - Aye
John Speidel - Aye
Travis Brown – Aye

John Speidel seconded by Joe Fiumara made a motion to recommend the of the Howe Building Project in the amount of \$500,000.00 to Spring Town Meeting.

A roll call vote was taken
It was voted (5–0)

Mary Leach – Aye
Tom Conway - Aye
Joe Fiumara - Aye
John Speidel - Aye
Travis Brown – Aye

Joe Fiumara seconded by Tom Conway made a motion to recommend the Mitigate Invasive Species Project in the amount of \$75,000.00 to Spring Town Meeting.

A roll call vote was taken
It was voted (5–0)

Mary Leach – Aye
Tom Conway - Aye
Joe Fiumara - Aye
John Speidel - Aye
Travis Brown – Aye

Joe Fiumara seconded by John Speidel made a motion to amend the previous recommendation to Mitigate Invasive Species to \$70,000.00 to Spring Town Meeting.

A roll call vote was taken
It was voted (5–0)

Mary Leach – Aye
Tom Conway - Aye
Joe Fiumara - Aye
John Speidel - Aye
Travis Brown – Aye

DRAFT WARRANT ARTICLE: Paul Watson, Town Accountant

The beginning of the warrant looks to appropriate or reserve a million dollars. Which is the estimate for the surtax. Then \$45,000 into the administrative budget, then reserve the proper amount for the Special Purpose Funds (the Buckets), in \$100,000 each. That will allow for \$655,000 to be reserved to the Undesignated Fund balance. The next paragraph is where the committee recommends the projects to Town Meeting.

Chairman Brown opened the floor to the committee for questions. When is the deadline to vote to finalize the warrant article? It's going into preliminary warrant as a place holder. Changes can be made up until the final warrant is due. Final warrant will be out about two weeks before Town Meeting and Town Meeting is May 3, 2022.

PROJECT UPDATES: Bob Correnti, Community Housing and Richard Hawes, Middlesex Canal

Community Housing – Mr. Correnti went over the current project being worked on, 16-18 Mason Ave in North Billerica. The duplex has three bedrooms on each side. It was purchased for \$505,000 and \$20,000 was put down. They had \$350,000 provided at the closing so the mortgage ended up being \$135,000 and Mr. Correnti provided a copy of the HUD settlement sheet to Kerri. \$250,000 of the \$350,000 was from CPA funds. The house needed work. They did new siding, new front steps, and a new roof on the front. The interior has all new paint and other interior work. It should be completed by mid-April and if all goes well there should be Section 8 tenants in there by the end of May.

Middlesex Canal Project – Mr. Hawes explained the reason there was no work on this project over the winter. The main reason there was a permitting error, they had a wrong permit. There are three organizations involved in the permitting, an architectural firm, a contractor, and the Canal Association. This stemmed from the original letter of intent from the architect, it kind of misrepresented as to what the true purpose of the building was going to be, which threw up a couple of red flags. About a week and half ago a new letter of intent and new plans was submitted to the Building Dept, and Mr. LaLumiere has looked it over. The building still needs plumbing, wiring and insulation along with a wheelchair lift to the second floor. They are going to have soffits made to replicate the ones that were originally on the building. One of the problems with the building, it was not really square. The contractor had to correct that to do the roof and other work. The work will start up again about mid-April.

APPROVAL OF MINUTES:

February 17, 2021, Minutes

Page 3 needs a word added and page 2 needs a sentence added.

Joe Fiumara, seconded by John Spidel made the motion to accept the minutes of February 17, 2022, as amended.

A roll call vote was taken
It was voted (5-0)

Mary Leach – Aye
Tom Conway - Aye
Joe Fiumara - Aye
John Speidel - Aye
Travis Brown – Aye

Other Business:

Howe Building Tour – a poll email will be sent to the committee as to which date would be best.

The next CPC meeting will be April 7, 2022 – a poll email will be sent to the committee to vote on Zoom or in person meeting.

ADJOURNMENT:

Joe Fiumara, seconded by Mary Leach by made motion to adjourn.

A roll call vote was taken
It was voted (5-0)

Mary Leach – Aye
Tom Conway - Aye
Joe Fiumara - Aye
John Speidel - Aye
Travis Brown – Aye

Chairman Travis Brown adjourned the meeting at 7:43 pm.

Joyce MacMillan
Recording Clerk