

CPC

**COMMUNITY PRESERVATION COMMITTEE MEETING MINUTES  
January 27, 2022**

A Public Meeting of the Community Preservation Committee was held on Thursday January 27, 2022, at 7:00 p.m. via Zoom Video Conferencing Communication App, Kerri Rufo hosting.

Present: Travis Brown, Chairman, Mary Leach, Vice Chairman, Doug Meagher, Treasurer, Joe Fiumara, Member, Tom Conway, Member, Diane DePaso, Member and John Speidel, Member and Chief Assessor

Absent: 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 – Congratulations on the January 2022 supplemental distribution of the State CPA match money in the amount of \$45,000. Good to see one committee member attended the Coalition Bonding online seminar online. Kudos to Kerri for getting the minutes online. The website still needs to be updated. Nice to see several eligibility forms before you. Please date stamp them. Can we get an update on the status of the historic restoration of the fire truck? \$29,000 was appropriated at the Spring Town Meeting. Also, have any of you had any inside expenditure reports? Particularly the bonded projects. Have the bonds been issued yet? Just a reminder that the FinCom reviews expenses and financial transactions for the General Fund and the CPC should do this for the Community Preservation Fund. It is the committee's legal responsibility. Urging that going forward expenditure reports will be on the agenda.

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**ELIGIBILITY FORMS:**

**Invasive Species Management: John Curran and Clancy Main**

Some residents have expressed interest in seeing this done. Nutting Lake and a couple other areas in town need invasive species management. Nutting Lake study would be \$5,000 and maintenance would be \$15,000. Other areas would include the DPW, Vietnam Veterans Park, Winning Pond, Cemetery, Howe, and Vining School. All that work/maintenance needed would be about \$50,000. Conservation would love to see this done. This is being championed by a resident that noticed Nutting Lake becoming overrun also by Conservation.

Chairman Travis Brown opened the floor to the committee for questions or concerns. Maintenance is not allowed through CPA Funds; it should be called Restoration Preservation. Wondering if all the cemeteries would be included? All the committee members present are in favor of this project. Once they have the study results, they will know which areas are in need the most need and be able to prioritize each area.

**Howe School: John Curran and Clancy Main**

Feasibility and design were started in December 2019, presented to CPC in February 2020, and voted on favorably. Final designs were finished in November 2020. There was a bit of a delay due to an appeal to the DEP by an abutter, lost about 5 months but the project went to bid in April 2021. In May 2021 BC Construction was selected. Mr. Curran went over what has been completed so far and what still needs to be done, along with any issues they have encountered so far.

Chairman Travis Brown opened the floor to the committee for questions or concerns. Have we used the bonded amount \$7.5 million from 2021 Spring Town Meeting? We have not borrowed that money yet; we will borrow short term for that. We do know that we must have enough to cover the total of the project. Under state law you must have the funds available to pay for the project. All the committee members present are in favor of this project.

**PHR/Tennis Courts/Pickleball Courts: Dave Grub**

The courts need to be restored and resurfaced. It really cannot be put off any longer. They are deteriorating, some are not safe, and some are no longer useable. These tennis courts are also the home courts for the high school. Mr. Grubb has been collaborating closely with John Magliozzi, the high school Athletic Director. Looking to address all eight courts also would like to make all eight multi use courts to be used for both tennis and pickleball. Demand for pickleball has increased over the last couple of years and currently only four of the courts are used for pickleball.

Chairman Travis Brown opened the floor to the committee for questions or concerns. Is \$75,000 enough to cover all that needs to be completed? Mr. Grubb has spoken to a few of the surrounding towns that have used Sports Tech. The company is known to come in right on budget. How many courts are there? There are eight courts. What is the approximate life span of these courts? 6 to 8 years with maintenance. Is there a way to maintain them? They are mostly maintenance free. We do not allow chalk writing or chemicals on them. We do not shovel them in the winter to make sure there is no scraping. All the committee members present are in favor of this project. John Bartlett, Recreation Commission Chairman also spoke stating that he and the Recreation Commission fully support this project.

**PHR Skate Park and Playground: Dave Grubb**

One of the most requested wishes for this playground from the parents and kids that use this playground is swings. There are no swings here and it is a heavily used play area. They are hoping via this process to rectify this. As for the skate park area, we have been pulling obstacles out. Due to unsafe conditions, rotted wood, rusted metal barbs which could impale someone. They would like to completely renovate it. A good chunk of the \$400,000 is what has been estimated by Warner Larsen, Landscape Architect, (who is over seeing the entire on current going PHR Project). However, we do not feel we are able to begin this kind of construction this year. We are hoping to get

this fully funded, but the appropriate first step would be to ask for upward of \$15,000 to have consultation and design money so we can then officially contract with Warner Larsen. It will allow them to gain the proper consulting and design and increase public feed back as to what the public would like to see in their skate park.

Chairman Travis Brown opened the floor to the committee for questions or concerns. You are asking for \$15,000 instead of \$400,000? Yes, we think it is more appropriate to start with a consultation and a design to get it right. What about the liabilities with a skate park? What is the town responsibility? It really is all about verbiage on the signs and making sure the whole "Harmless" is there and "use at your own risk" to help minimize the risk and exposure to the town. All the committee members present are in favor of this project. John Bartlett, Recreation Commission Chairman also spoke stating that he and the Recreation Commission fully support this project. Kelly Sardina, Finance Committee and Billerica resident asked if the skate park will be better and do, they have a designer in place? Yes, it would be a safer park and they do not officially have a designer. Ms. Sardina attempted to ask another question, Mr. Meagher asked via the Chair for a point of order, stating item two on the agenda tonight was Public Comment and the committee would be having a Public Forum Meeting where the public would be allowed to ask questions. Ms. Sardina stated this is not democracy and would be filing an Open Meeting Law violation.

**Clara Sexton House Barn Interior Restoration: John Bartlett, and Richard Hawes**

John Bartlett stated that back in November they did a presentation for the committee. It showed the architect plan, photos of the barn, the layout of the barn which is approximately 24' by 25' and is attached to the Clara Sexton House. Once it is completed, they will be using this space to display artifacts. Right now, they expect the cost to be around \$150,000. Richard Hawes also added they have spoken multiple times with Robert A. Scott and very thoroughly gone through everything. He knows exactly what needs to be done. It is three floors, basement, main floor and a loft, 100 percent interior job.

Chairman Travis Brown opened the floor to the public for questions or concerns. Amount being asked for is approximately \$150,000. All the committee members present are in favor of this project.

What is the size of the barn? About 24' X 25'. What other uses do you have planned for the barn? A display area, storage, historical and educational area are a few of the ideas. They want to try to maintain the character as much as possible while keeping safety in mind. The committee believes it to be a good project and would be eligible.

**Eligibility:**

Chairman Travis Brown went through each eligibility Form asking the committee if they felt each project was eligible.

Invasive Species Management – All said yes, it is eligible  
Howe School – All said yes, it is eligible  
PHR Tennis Courts/Pickleball Courts – All said yes, it is eligible  
PHR Skate and Park Playground - All said yes, it is eligible  
Clara Sexton House Barn Interior Restoration - All said yes, it is eligible

**DISCUSSION TO SCHEDULE A PUBLIC FORUM:**

There are five eligible projects, we need to check to see if we have their full applications completed. If not, we will need them prior to the public forum. The committee also needs to hold a Public Hearing for updating the CPC plan and a Public Forum to allow the public to comment on any of these projects. Having a Public Forum is an effective way for keeping the public up to date. Travis suggested to the Public Hearing in February and the Public Forum in March. Kerri will send out the plan to all the committee members to review and make recommendations. It was decided that the next meeting will be February 17, 2022, for the Public Forum and the Public Hearing for the CPC Plan will be in March.

**APPROVAL OF MINUTES:**

November 18, 2021, Minutes

Diane DePaso asked that her name be corrected in the minutes, there should be a capital P. Also, the official name of the Katie Durand Park should be listed, it is the Katie Durand Memorial Park.

Joe Fiumara, seconded by Diane DePaso made the motion to accept the minutes of November 18, 2021, as amended.

A roll call vote was taken  
It was voted (7-0)

Doug Meagher – Aye  
Mary Leach – Aye  
Diane DePaso - Aye  
Tom Conway - Aye  
Joe Fiumara - Aye  
John Speidel - Aye  
Travis Brown – Aye

Tom Conway asked if on the next agenda, Project Updates could be added. Travis also asked to have the Financial Updates added to the agenda so the Town Accountant can give an update on the financials. Kerri let the committee know that Town Meeting begins on May 3, 2022.

**ADJOURNMENT:**

Joe Fiumara, seconded by Doug Meagher by made motion to adjourn.

A roll call vote was taken  
It was voted (7-0)

Doug Meagher – Aye  
Mary Leach – Aye  
Diane DePaso - Aye  
Tom Conway - Aye  
Joe Fiumara - Aye  
John Speidel - Aye  
Travis Brown – Aye

Chairman Travis Brown adjourned the meeting at 8:30 pm.

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Joyce MacMillan  
Recording Clerk