

MEETING MINUTES
Town of Acton
Community Preservation Committee
January 27, 2011
Acton Town Hall – Faulkner Room 204

Attending: Walter Foster, Susan Mitchell-Hardt, Ken Sghia-Hughes, Janet Adachi, Tory Beyer, Corrina Roman-Kreuze, Roland Bourdon, Doré Hunter, Betsy Mercier, Peter Ashton

Also present: Roland Bartl Acton Planning Department, Steve Noone Finance Committee observer and Belle Choate

The meeting was called to order at 7:35PM.

Minutes from 01/20/11 were approved as amended – all ayes.

CPC Deliberations/Discussions of 2011 Projects:

Roland Bartl from the Planning Department prepared the following table during discussions:

1	Town of Acton - Open Space Committee - Request of \$500,000.00	Open Space Acquisition/ Protection Set-Aside Funds
	<ul style="list-style-type: none">• Reduce to 400K?	<ul style="list-style-type: none">• Historical avg.: \$450K
	<ul style="list-style-type: none">• 500K okay but review balance with all the other projects	<ul style="list-style-type: none">• Some OS projects in the works – two in the “seven figure” range
	<ul style="list-style-type: none">• 500k maybe high historically	<ul style="list-style-type: none">• Many historical projects to accommodate – maybe less?
	<ul style="list-style-type: none">• Important to replenish fund	<ul style="list-style-type: none">• Peter Ashton pointed out the 475,000 was the average; this request is at the high end of the average.
	<ul style="list-style-type: none">• Support 500K - OS is heart & soul of CPA	

2	Acton Community Housing Corporation – Request of \$150,000	Community Housing Program Fund
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<ul style="list-style-type: none"> • Strong committee support for this
<ul style="list-style-type: none"> • Need to make sure we cover the 10% for community/affordable housing
<ul style="list-style-type: none"> • Good track record
<ul style="list-style-type: none"> • Important program(s)

3	Acton Massachusetts Woman's Club Amount requested: \$99,714.00	The Acton Woman's Club Preservation and Restoration Project
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<ul style="list-style-type: none"> • As last revised: no stair chair. But more expensive. How so? 	<ul style="list-style-type: none"> • Budget a bit squishy.
<ul style="list-style-type: none"> • Enough contingencies?? 	<ul style="list-style-type: none"> • Need to know what exactly CPA \$\$ would be buying.
<ul style="list-style-type: none"> • Can't exceed 100K – else trigger ADA 	<ul style="list-style-type: none"> • 100K does not seem a lot for this building
<ul style="list-style-type: none"> • Revision may be harder #s 	<ul style="list-style-type: none"> • Great building
<ul style="list-style-type: none"> • Evaluate TC judgment calls – walkways, garden, etc. 	<ul style="list-style-type: none"> • Great organization

Roland Bourdon will follow up with the Woman's club for clarification on budget with respect to judgment call issues. Doré and Susan in strong support, Susan offered that this project has the potential to do the greatest good for the greatest number of people.

4	Town of Acton – Health Department Amount Requested: \$66,900.00	Trail Through Time
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<ul style="list-style-type: none"> • Good project manager • Look at TC reservations/ judgment calls • Like to support a t revised estimated cost • CPC has always been kept well informed of updates from previous projects – good track record 	<ul style="list-style-type: none"> • Lot of free work/services • Probably no open space component –seems all historic • 2-3 demo walk per year • May be break through project – other towns may be interested in emulating this
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5	Acton Community Center, Inc. (dba Theatre III) Amount requested: \$229,500.00	Restoration of Exterior Building Envelope
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<ul style="list-style-type: none"> • All of exterior to be done? Seems so, but not roof. • Big number • Other/later phase work may not be CPA eligible • Proposal based on studied numbers – study \$\$ by CPA • Get better numbers – sheetrock high • Removal of non-historic windows? Why CPA funds • Very iconic building – fix now or let it go? • Privately held property – maybe issue; non-profit 	<ul style="list-style-type: none"> • Exterior fire access walks later. • Building is needy • Phase 1 may be crucial to access other funds. • Still risky for unexpected surprises • Hard to phase proposal further • Think about timing of decorative trim – avoid having to do it later again. • Building is used by community
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6	Town of Acton – Municipal Properties Amount Requested: \$15,000.00	Memorial Library 1889 wing arch window restoration
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<ul style="list-style-type: none">• Efficiencies of Scale w/ Town Hall Window Restoration	<ul style="list-style-type: none">• Could wait another year – we have many request for historical renovations this year
<ul style="list-style-type: none">• Committee generally supportive	

7	Town of Acton – Municipal Properties Amount Requested: \$75,000	Town Hall Window restoration (2nd floor)
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<ul style="list-style-type: none">• Projects includes some carry-over from Phase 1	<ul style="list-style-type: none">• Energy efficiencies
<ul style="list-style-type: none">• Please paint the damaged wall of Faulkner Room at the same time!	

8	Acton Historical Society Amount Requested: \$62,095.00	Re-roofing, window restoration and siding repair at the Jonathan & Simon Hosmer House
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<ul style="list-style-type: none">• Now is the time to do the work	<ul style="list-style-type: none">• AHS has been steward for long time
<ul style="list-style-type: none">• Community resource	<ul style="list-style-type: none">• “cheap money”
<ul style="list-style-type: none">• See TC judgment calls	<ul style="list-style-type: none">• Committee generally supportive of this proposal

9	Town of Acton – Acton Historic District Commission and Historical Commission Amount Requested: \$388,787.00	Asa Parlin House
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<ul style="list-style-type: none"> • Junk in basement rotting away • Worried about project getting bigger later • Opening pandora's box? • Need structural assessment first • Can it wait another year? • Important location • Need to pick good professional evaluator • Proceed with Phase 1 including removal of non-historic portions • Study/assessment only • Need more detailed budget • Town should be helping with project – say 100K • BoS ranked this tops among Town projects (phase 1) • Goward field playground nearby 	<ul style="list-style-type: none"> • Long struggle trying to figure out what to do with it • Grasping for use for it • Quality of beams? • 2-phase the project? • Largest historic funding request • Recreate historic campus? • Integral part of Woodbury Lane street scape • Not defined well enough to go forward with the whole project • Outside grounds improvements questionable under CPA • Best proposal for this building so far – pays homage to Town Common history • Not just a conference room • Could be high profile building
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For next CPC meeting, everyone should come prepared with a number they are comfortable with for each project.

Roland Bourdon asked to help Walter Foster complete CPC portion of Town Report
Add agenda item for unexpended project funds

Have applicants for Asa Parlin House, Acton Woman's Club and Theater II attend next CPC meeting if possible.

Next meetings: February 10th and 17th. February 24th is reserved as a place holder. Meetings scheduled for March 10th and March 24th – add a place holder for March 3rd.

DRAFT Minutes, 01/27/2011

Walter asked for more detail about where the Town Administration Funding request goes – be prepared to answer this at Town Meeting. 5% is approximately \$47K this year.

Meeting was adjourned at 9:12 PM

Documents Discussed and Attached

Meeting Agenda for January 27, 2011

Draft Meeting Minutes from January 20, 2011 CPC meeting

Next Meeting: February 10, 2011 7:30PM

Respectfully Submitted: Corrina Roman-Kreuze, Clerk