

## MINUTES

### TOWN OF ACTON COMMUNITY PRESERVATION COMMITTEE (CPC)

December 6, 2018

ACTON MEMORIAL LIBRARY, 486 MAIN STREET, ACTON

Members Present: Ray Yacouby (Chair), Dean Charter (Clerk), Peter Berry, Walter Foster, Amy Green, Tori Beyer, Caroline Kilpatrick, Steve Trimble, Bill Alesbury, Nancy Kolb

Others Present: Robert Hummel , Assistant Town Planner, Nancy Tavernier, Susan Mitchell-Hardt, Bob Van Meter, Joe Will, Roland Bourdon, Andy Magee, Bill Klauer, Doug Herrick

Yacouby opened the meeting at 7:30 PM

- I. Citizens' Concerns: None
- II. Review Prior Meeting Minutes: Foster moved to accept as written, seconded by Green, Unanimous
- III. Member self- introductions: Each member was asked to introduce him/her self and describe their interest in serving on CPC
- IV. Project Hearings and Review

7:40 Community Housing Program Fund:

Nancy Tavernier explained that she was submitting an application on behalf of the Acton Community Housing Corporation. Request is for contingency funding, not any specific need. Amount requested is for \$150,000 for "acquisition, creation, preservation, and support of community housing". All programs must be approved by BOS. ACHC is audited each year. Since 2004 ACHC has been granted \$1,365,000 from CPC. Current balance is \$113,000+-. In 2019 they want to update housing production plan, (Housing Production Plan update plus 40 additional affordable units qualifies Acton for 1 year of "Safe Harbor" protection from new 40B projects), develop new units, predevelopment for senior units, Capital upgrades for affordable units, down payment and closing cost assistance for first time homebuyers. The CPA grant would be leveraged with \$600,000 in private gift funds. Currently Acton is at 6.7% affordable.

8:00 Open Space Acquisition/Protection Set-Aside Funds:

Andy Magee explained that Open Space Committee asks for funds each year; this year \$450,000 for set aside, current balance is \$1,932,460. This will be held towards future purchases. Possible projects in the future: Stonefield Farm (54 Acres), Hebert Farm (15 acres), Moritz Property (28 acres).

8:20- Acton Historic Survey – Convert to MACRIS:

Doug Herrick explained that the Historical Commission was asking for \$20,000 for a historic resource documentation project. Existing records are not in digital format, hard to access or update. Existing Cultural Resource List would be converted to MACRIS format, around 700 properties. Project would commence (RFP), upon funding. Uncertain how far \$20,000 would go. Project should get done by the end of calendar 2019. There is a possibility that there might be a \$10,000 grant from Mass Historic.

V. Administrative Updates: Robert Hummel walked committee through the packet of applications. We have about \$59,000 more in requests than we have in assets. Berry moved to approve revised recapture memo from R. Bartl. Foster seconded, unanimous.

Adjustments to Hearing Schedule: Due to expected absences and other issues, various hearings on projects were adjusted. The new schedule is as follows:

01/03

7:40 Mill Place Bell Tower  
8:00 Windsor Green Sliding Doors

01/17

7:40 Jones Field Playground  
8:00 Acton Arboretum ADA Compliant Entrance  
8:20 Acton Arboretum China Trail and Garden Planting

01/24

7:40 Asa Parlin House  
8:00 Window Preservation Project  
8:20 53 River Street Historic Park

Charter will be absent on 01/03, minutes will be taken by Trimble

Foster moved to adjourn, seconded by Green, Unanimous, 8:55 PM