

TOWN OF ACTON COMMUNITY PRESERVATION COMMITTEE (CPC)

MEETING MINUTES

Tuesday, August 8, 2023

7:30 PM

HYBRID MEETING HELD IN MEMORIAL LIBRARY CONFERENCE ROOM AND BY ZOOM

MINUTES APPROVED TUESDAY, AUGUST 22, 2023

Present: Peter Berry, Tory Beyer (remote), Dean Charter (Chair, remote), James Colman, Lori Cooney, Walter Foster (Acting Chair), Steve Trimble (Clerk)

Absent: Michaela Moran

Others Present: Kaila Sauer (Assistant Planner II), Jaclyn Saltzman, **Theatre III:** Diane Zimmerman-Decker, Linda Minkoff, Alison Walters-Short(remote), Erika Wilde (remote), Tom Wachtell (remote)

Acting Chair Foster opened the meeting at 7:39 PM

I Regular Business

1. **Citizens' Concerns** – None
2. **Review and Approval of Meeting Minutes**- The meeting minutes from the July 11, 2023, CPC meeting were reviewed, Colman moved to approve the minutes as posted, seconded by Cooney. The Chair called the roll, and the minutes were approved with one abstention (Berry abstained as a new member representing Housing).

II. New /Special Business

3. **Discussion with Theatre III on future funding request** (Presented by Diane).
 - i. Theatre III windows and exterior envelope were rehabbed and restored with CPA funds in 2011. They would like to review revised plans and seek guidance and support from the CPC. Theatre III received forty-seven recommendations totaling approximately \$1.1 million aimed at prolonging the building's life over the next twenty years they parsed into four phases. Diane noted that 2011 plan changed as time and needs changed.
 - ii. Foster noted the 2011 work; the first funding was for a plan and sequencing and was perhaps the first project to layout the plan. He reminded the CPC that although it is a church this work is eligible as it is not hosting a religious institution. Charter amplified Foster's comment that the project did fit in our scope noting the CPC funded a lift for the red house next to town hall as it enhances the use of the building. Question is funding a large amount. Flooring, interior of building. Mr. Wachtell noted his participation in the 2011 work. He noted that some of the item expenditures Theatre III will fund alone.

- iii. The Phase 1 investment of approximately \$455k addresses accessibility and safety needs including an elevator and accessible bathroom. Phase one funding may not address stage accessibility due to costs; the team prioritized the elevator and bathroom as most critical.
- iv. Colman wanted to know how much could be spent on a building before it triggers mandatory accessibility expenditures. Once you invest a certain percentage in a building you trigger MA state accessibility mandates. Colman opined that under any circumstance you will spend more than 1/3 of the building's \$455K value. He requested the team provide documentation for the current need and going forward and not bog down the ask with old information. Trimble concurred.
- v. Trimble suggested that Theatre III's Phase One may not need to equate to one year. The CPC usually cannot fund all requested projects each year. Theatre III should provide funding alternatives at a couple of request levels in the event we cannot support the full \$455k. Trimble requested usage figures in the submission to understand the demand on the building in addition to its historic significance
- vi. Ms. Cooney noted in 2011 we funded them for a plan and the next cycle or two funded the preservation of the windows, envelope, and foundation. . The team noted that there were three shows per year and other groups rented space (e.g., film company all summer). It was noted that a many long-time supporters can't get into the building due to various physical access.
- vii. Byer noted historic significance and suggested the team remove reference to "maintenance" in phase two and use "preservation".

4. Discussion regarding permanent signage for projects funded with CPA funds

- i. Kaila noted her reach out to other planners and brought materials for review. Most in the meeting liked the Great Barrington approach as it addressed various situations where a sign might not make sense (e.g., project planning documentation). Foster noted recent samples.
- ii. The Committee will need to decide whether
This topic will continue at the next meeting. Trimble took and action item to see how to

III. Administrative Updates and Scheduling

- 5. Conant Land purchase. Charter noted that the conservation restriction discussions are ongoing between the Conant family, Acton Water District (AWD), and the SVT and these take time. He noted the AWD received an \$850k grant lowering the amount the AWD paid for the property.
- 6. **Next Meeting Dates**
 - i. August 22nd: 53 River Street, Review of Annual CPA Plan
 - ii. September 26th: Public Hearing Annual CPA Plan
 - iii. October 10th
 - iv. October 24th: Project Status Review

IV. Adjourn – Colman motioned to adjourn at 8:50 PM seconded by Cooney. Trimble too rollcall and the meeting was adjourned by unanimous consent.

Documents and exhibits used during this meeting:

1. 2023-08-08-Theatre III-Compare work phases to Vision.pdf
2. CPC agenda 2023-8-8 - revised.pdf
3. CPC agenda 2023-8-8.pdf
4. CPC minutes 7.11.23.docx
5. CPC Permanent Sign Research – Planning Memo Aug 2023 COMP.pdf

Additional materials can be found here: <https://doc.acton-ma.gov/dsweb/View/Collection-17172>. Listed agenda items are those reasonably anticipated by the Chair. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Reasonable accommodation for people with disabilities are available upon request. Include a description of the accommodation you will need, including as much detail as you can and include a way, we can contact you if we need more information. Please allow advance notice. Send an e-mail to planning@actonma.gov or call Planning's Office (978)929-6631.

For more information about community Preservation Committee contact cpc@actonma.gov or 978-929-6631