

Minutes
Town of Acton Community Preservation Committee (CPC)
December 15, 2016
Acton Public Safety Facility

Members Present: Bill Alesbury (Vice-Chair), Tory Beyer, Dean Charter (Associate), Walter Foster (Chair), Amy Green, Susan Mitchell-Hardt, Carolyn Kirkpatrick (Associate), Ken Sghia-Hughes, Joe Will (Clerk), Ray Yacouby

Others Present:

Bettina Abe (Acton Natural Resources Department), Anne Forbes (Iron Work Farm Secretary), Monty Grop (Acton Historical Society Co-President), Kristen Guichard (Acton Assistant Planner), Cathy Hatfield (Friends of the Acton Arboretum President), Hart Millett (Acton Historical Society Treasurer, Iron Work Farm Treasurer), Michaela Moran (Iron Work Farm President), Larry Sorli (Iron Work Farm Director), Tom Tidman (Acton Natural Resources Director)

Walter opened the meeting at 7:33 PM.

I. Citizen Concerns

- none

II. Minutes of December 08, 2016

- It was moved, seconded, and voted unanimously to approve the minutes as presented.

III. Project Hearings and Review (See DocuShare file <http://doc.acton-ma.gov/dsweb/View/Collection-8581>)

- Acton Arboretum Cedar Arbor, Kiosk, and Culvert

Bettina gave a PowerPoint presentation (see DocuShare link above) detailing this proposal. Total cost for the three projects is \$36,475 with \$24K being requested through the Community Preservation Act (CPA). The CPC made particular, positive note of the \$12,475 leveraging provided by the Friends of the Acton Arboretum and the Natural Resources staff.

- Re-roof at the Jonathan & Simon Hosmer House

Hart walked the CPC through the project proposal from the Acton Historical Society (AHS) (see DocuShare link above). Total amount requested is \$48K based on contractor's estimate of \$43.8K, an upgrade to red cedar shingles (more durable than the proposed yellow cedar) for \$1.6K, and \$2.6K contingency. Not cited in the proposal is possible leverage from the AHS Shingles Replacement Fund (SRF) that "should have a few thousand dollars" and would be used before any grant \$ would be used. Should the AHS revise its proposal to include the SRF leverage? No, as the CPC in general wants to avoid "serial funding" of a project should the project run short of funds. If this project is funded, the award letter will include the CPC understanding that the AHS will first apply SRF \$ to the project cost. As with any project, any unused award \$ will come back to the CPC.

As a restoration architect, Larry provided project details in response to CPC questions. The CPC urged that the AHS develop a long-term Master Plan for the House and its outbuildings.

- Jones Tavern Preservation Project

Ann gave a history of the Jones Tavern and summarized what is in the project. Larry gave a PowerPoint presentation “Jones Tavern Preservation Project” (see DocuShare link above) detailing the work that’s needed on the building. Total cost and amount requested for the project is \$31,165. This total does not include any contingency funding. If any previously unknown conditions would cost extra \$, Iron Work Farm (IWF) would pay for it. (There is some current fund-raising occurring.) This would be the applicant’s leverage. The CPC suggested that IWF consider including a contingency of ~10% or ~\$3K and bring the request up to \$34K. The CPC recommended that IWF update the application to include a contingency amount.

IV. Administrative Updates

- The Recreation Department has \$24,543 in unspent funds that had been awarded for construction of the amoeba bowl at the T.J. O’Grady Skatepark. Normally such funds are turned back to the CPC. However, Recreation would like to request that it be allowed to use the funds to help with construction of the skate plaza (underfunded by \$40K last year due to an unfulfilled expectation of \$40K coming from the Boxborough CPA). This will be placed on the agenda of CPC’s next meeting, 01/19/17. Kristen will see that the CPC has a copy for that meeting of the scope of the bowl project, as voted at Town Meeting.
- The CPC has to submit its Annual Report to be included in the Town’s Annual Report. Walter asks that Kristina send last year’s report to the whole committee. Committee members should send any comments or questions only to Walter. The Annual Report will be an agenda item for the next meeting, 01/19/17. The deadline for submitting the report is 01/20/17. As rescheduling a meeting seems difficult, it may be possible, if necessary, to get special permission for an extension of the Annual Report deadline. As for the meeting becoming lengthy, better to spend another half hour at the meeting than to schedule another meeting for another night.
- Has the CPC had any \$ turned back by the South Acton Congregational Church? We don’t know yet. Town staff will follow up on this and we should know by the next meeting.
- Walter explained the role of Town Counsel in advising on the CPA-legality of proposals. Also, Town Counsel has been excused from vetting proposals that closely resemble past proposals for which Counsel saw no problems.
- To help with Committee deliberations, Planning is expected to provide a spreadsheet with all relevant information, including various set-aside amounts.
- The Wright Hill debt service must be paid each year with CPA funds. Does it come out of the Open Space set-aside? The answer should be in the spreadsheet.

9:17 PM — It was moved, seconded, and voted unanimously to adjourn.