

**Town of Maynard  
COMMUNITY PRESERVATION COMMITTEE MEETING  
Wednesday, October 15, 2014 – Town Hall**

**2014-15 Committee Positions:**  
Chair – John Dwyer  
Vice Chair – Rick Lefferts  
Treasurer – Steve Jones  
Clerk – Jane Audrey-Neuhauser

Call to Order: John Dwyer called the meeting to order at 7:04 PM.

Members present: Jane Audrey-Neuhauser, clerk; Linda Connolly; Ellen Duggan; John Dwyer, Chair; Tim Egan; Thomas Hesbach; David Hull; Steve Jones, Treasurer; Rick Lefferts, Vice Chair

Members absent:

Others Present: Andrew Scribner-MacLean, Assistant Town Administrator

**ADMINISTRATIVE ITEMS:**

Minutes of the October 1, 2014 meeting were approved.

**Andrew Scribner-MacLean** came to discuss the status and plans for the land purchased as the former Maynard Country Club. By statute a town can only enter into a three year contract (unless Town Meeting allows otherwise) and the contract with Sterling Golf Management will be up for bid this year. (They currently are contracted to give the town \$50,000 per year less any expenses for improvements to the property.) The Town is working on a mechanism for a longer contract. The Golf Course Use Committee will give a report at the Special Town Meeting. The recommended uses range from keeping the land as a golf course to conversion to multiple Town recreation needs to being completely open space.

The CPA requires a CR/deed restriction on the land. Andrew suggested that when that restriction is drawn up it exclude the clubhouse and parking lot areas. This exclusion is only possible if the Town purchases a sub-lot containing only the buildings and parking lot and returns the purchase price to the CPA Funds. Town Counsel will be drafting the deed restriction.

There are plans to make renovations to the clubhouse building to adapt it for use as a Council on Aging Center on a temporary basis. Estimated cost of the renovations is \$80,000 and there will be an Article on the STM Warrant to authorize that expenditure. Andrew also requested that we provide the CPA Applications so that they can be scanned onto the town server by individuals who are part of the tax work-off program. Ellen and Jane will work on compiling the applications and getting them to Andrew.

**CORRESPONDENCE:**

No new preliminary applications were received.

**BUSINESS:**

PRELIMINARY APPLICATIONS RECEIVED:

REC025-15 -- \$20,000 – Memorial Park: Redesign and Revitalization

Linda Connolly – liaison -- CPC voted to request Final Application

REC026-15 -- \$75,000 – Green Meadow Playground Renovation

Tom Hesbach -- liaison – Tom will encourage proponents of project to combine with the other playground proposal. Tom met with the proponents and they were amenable to combining with the Fowler project.

REC027-15 -- \$100,000 – Fowler School Playground Project

Tom Hesbach - liaison – Tom will encourage proponents of project to combine with the other playground proposal.

-- \$100,000 – Alumni Field (Rejecting as not historic)

HR019-15  
Rick

Lefferts will contact Mr. Caruso about refilling as a recreation project	
Kevin Caruso wants to keep proposal as historic in the hopes that the	
the building will be declared historic by Town Meeting. Rick will suggest	
to Kevin that he apply for planning funds as a first step.	HR020-15 --
\$14,000 – Town Hall Display	Ellen
Duggan– liaison CPC voted to request Final Application	OS013-15 --
\$10,000 – Conservation Fund Support	
John Dwyer – liaison -- CPC voted on Sept 17, 2014 to request Final Application	OS014-15
-- \$60,000 – Assabet River Rail Trail	John
Dwyer – liaison -- CPC voted on Sept 17, 2014 to request Final Application	

UPDATE ON 2014 PROJECTS:

HR0818-14 -- \$25,000 – Historic Properties Survey (MACRIS) Phase 2 –  
Ellen Duggan – liaison  
The RFP is in process will plan to do 125 properties this round.

REC023-14 -- \$42,000 -- Fencing for baseball field behind the high school –  
Steve Jones– liaison There is an issue with being sure that the field will be  
able to have multi-sport use.

REC024-14 -- \$ 9,800 -- Rockland Field Renovation --  
The project is currently on hold because of the difficulty of getting water to the field.

**UPDATES ON PREVIOUS PROPOSALS**

HR017-13 -- \$7,500 --Scale and Cabinet Restoration  
The Howard Scale is completed and now installed in the library on the second floor.  
That project will return about \$1366 to the CPC.

HR011-10 -- \$140,000 -- Glenwood Cemetery Fence  
The Glenwood fence project is almost completed. It will completed in the spring; it  
looks as though \$5500 will be returned to CPC.

REC021-13 -- \$4,800 – Rockland Field Renovation  
This project has expired but was incorporated into REC024-14

**STATUS OF AWARD LETTERS FOR LAST CYCLE:**

The Award Letters and the Letters of Condition were sent by Ellen to the three  
proponents who had not received them.

**WORKFLOW FOR APPROVING INVOICES:**

Tom Hesbach provided the CPC with a detailed chart describing the process involved in the  
payment of invoices for CPC projects. Jane had emailed copies of typical project  
budgets to CPC members to help to clarify the issue of the Town Accountant's  
checking for a budget match.

**NEW/OLD BUSINESS:**

John will check the flash drive he received from Mike Chambers to determine if the Part I of  
the CPC Plan Booklet is on it

**TIMELINE** – dates for May 2015 Town Meeting --FY2016 CPA Proposals:

Friday, September 26, 2014 – Preliminary Application due (Distributed 10/1 CPC Mtg)

October 15, 2014 – CPC determines eligibility and notifies applicants

November 14, 2014 – Final Applications due (Distributed 11/19 CPC Mtg)

December 3, 2014 – CPC develops lists of questions for proponents

January 2015– meetings with proponents and discussion

End of Feb./Beginning of March 2015 –

PUBLIC HEARING & FINAL vote on proposals

The meeting was adjourned at 9 pm.

Respectfully submitted,

Jane Audrey-Neuhauser, Clerk

**NEXT MEETING DATES:**

Wednesday, November 5, 2014, 7:00pm, Town Hall

Wednesday, November 19, 2014, 7:00pm, Town Hall

Monday, November 24, 2014 -- Stuart Saginor of The Community

Preservation Coalition has offered to attend and present a workshop for new CPC members