

TOWN OF MAYNARD

MUNICIPAL BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754

Minutes CPC Meeting – Town Hall September 7, 2016

Members Present: John Dwyer; Rick Lefferts; Randy James; Jane Audrey-Neuhauser; Steve Jones; Bill Cranshaw

Members Absent: Ellen Duggan; Tom Hesbach; Position representing Planning Board is vacant

Also Present: Lisa Hanley

John Dwyer called the meeting to order at 7:00

ADMINISTRATION:

Minutes of the 8/3/16 Meeting

- Motion by Bill to approve the Minutes as amended. Seconded by Rick. Unanimously approved. Randy, Jane and Steve abstained as not present at 8/3 meeting.

Discussion of new applications

- Articles inviting proposals posted the Beacon Villager and Action Unlimited in August. No new applications have been received to date.

Affordable Housing Trust

- Rick discussed an Affordable Housing Trust Account, which is to be setup. If CPA funds are granted directly to the Trust, it will make money readily available without going to Town Meeting.
- Discussion of whether CPC rules would be followed to delegate these funds. Rick said that the Trust would function like the Conservation Trust. Money would not go back to CPC.
- Affordable Housing Trust has 5 Members: Rick Lefferts; Bob Larkin (MHA Rep); Dave Gavin (BOS); John Courville and Odessa Deffenbaugh.

EXISTING PROJECTS:

Fowler Field

- Per Steve, Aaron is getting the land surveyed. Town has provided water for field, however, due to Level 3 water ban, it cannot be used.
- Discussion of use of local wells to water field, which seems to be the best option.

- Steve will follow up with Aaron on Field House consulting work.

ArtSpace Cupola

- No bids on the project. Discussion that the bond requirements are holding back bids.
- Jane asked if the grant could be increased to cover the bond. Steve said the grant was sufficient to cover.
- John believes this has been declared a historical building. Agreed that there is no further action for CPC at this point. Rick will ask Aaron if there are plans for further action by Town.

CP-3 Database Reporting

- John said that he completed required reporting for last year.
- John asked Lisa to look at database and close out any old projects as needed.

Award Letters and Letters of Condition

- Discussion of Letter of Conditions sent out by CPC
- Randy will look at Maynard CPC letter and those used by Concord and Hudson's CPC and report back at 11/2 Meeting.
- Rick noted that different towns have different protocol as to who signs the Grant Letters (i.e. Town Manager or CPC Chair);
- John noted that CPA does not specify who should sign. Steve speculated that some Towns may want a town employee to sign.

Discussion of September 21 Meeting:

- Motion by Randy to cancel 9/21 Meeting. John Seconded. Unanimously approved.
- Decided that if any CPC Members decide that there are issues to be reviewed, they will contact John a week prior to schedule a meeting.

Next Meeting: Thursday, October 6, 2016 (due to 10/5 Special Town Meeting).

Motion by Jane to adjourn meeting. Randy seconded. Unanimously approved. Meeting adjourned at 8:00.

Respectfully submitted,

Lisa Hanley
Admin. Assistant

2016-17 Committee Positions:

Chair – John Dwyer
Vice Chair – Rick Lefferts
Treasurer – Steve Jones
Clerk – Jane Audrey-Neuhauser