

TOWN OF MAYNARD

MUNICIPAL BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754

Minutes CPC Meeting – Town Hall January 18, 2017

Members Present: M. John Dwyer; Ellen Duggan; Randy James; Steve Jones; Bill Cranshaw; Tom Hesbach; Rick Lefferts

Also Present: Lisa Hanley; Andrew Scribner-MacLean, Ass't Town Administrator; Bill Nemser, Town Planner; Kerry Bernard, Green Meadow Playground Committee; Jennifer Gaudet, Maynard Public Schools; Leslie Knight, Green Meadow Playground Committee; Mike Guzzo, Town Accountant

John Dwyer called the Meeting to order at 7:00

ADMINISTRATION:

Minutes of the 1/4/17 Meeting

- Motion by Ellen to approve Minutes as amended. Seconded by Tom. Unanimously approved.

PROJECT BUSINESS:

Green Meadow Playground (REC029-16)

- Members of the Playground Committee present to present the Phase 3 of the plan, which will begin upon completion of Phase 2. They are requesting \$60,000 in CPC funds for completion of Phase 3.
- Phase 3 will provide students with age-appropriate and accessible equipment. It will also provide a fence to protect children and wetlands adjacent to playground, as well as a timber-seat wall for seating and education.
- The project will be supplemented by fundraising and grants.
- The goal is to have Phase 2 completed for beginning school, fall 2017. Planning to begin Phase 3 in Fall 2018, though Aaron Miklosko, DPW Director, predicts will complete ahead of this schedule.
- Bill Cranshaw clarified that while the Beacon-Villager stated that tax money was not being spent on this project, it really is the source of funds.
- Jennifer Gaudet said that Dawn Capello asked her to inquire whether a new letter of approval was needed. Rick Lefferts said that it would be a good idea.
- Per Tom's request, Jennifer Gaudet agreed to provide photos of the equipment they are planning to purchase.
- **Motion by Tom to accept the Green Meadow Playground Application for Funds. Seconded by Steve. Unanimously approved.**

Veteran's Memorial Park (REC031-17) – Bill Nemser

- The budget for the park is expected to be approximately \$500-660,000. CPC request is for \$30,000 to develop the performance area, which would include a permanent platform for the band and other performances. This \$500,000+ budget is more like a menu from which they will pick projects. This whole project could go on for 5 years.
- Ellen asked if the planned performance area is granite, as pictured in the application packet. Bill Nemser said they are not committed to any material. Bill added they will be adding electrical outlets, though he does not have cost breakdown for that work.
- Other funding: Town applied for \$7500 Veterans Memorial grant to assist with relocating and enhancing monuments; Town also preparing application for 2017-18 CDBG grant that will request up to \$800,000 to enhance park and surrounding area.
- The Town has added this project to its capital plan and may make funds available for parts of the improvements in FY18 or FY19.
- Tom noted the timeline is long. Bill said that first part of the project is ADA work.
- The goal of the project is to connect northern destinations in town (ArtSpace, movie theater) with the downtown area; to get more people downtown.
- Bill Cranshaw and Randy James brought up the issue of the safety of the crosswalk at Summer Street. Bill Nemser said that is on the Complete Streets plan.
- John asked if they need money for performance area now if doing ADA work first. Bill said they decided it's a good source of funding and hopefully will jumpstart the project.
- Andrew Scribner-MacLean said that many grants have matching components and you cannot apply for them without having first secured funds.
- John pointed out that there is typically a 2 year limit on CPC funds. Bill Nemser believes the project will be completed within that timeframe. Project could be started this spring.
- Bill Cranshaw stated that the performance area should complement the memorial area. Concerned that performance area will be done and not the memorial area. Andrew said this is not the intent and Bill Nemser added that veterans are involved with the project. May have to do the project in stages and these are just conceptual plans.

Affordable Housing Trust (CH004-17)

- John stated that the biggest issue is that there is currently not a Trust/Trustees. Maybe not the right time.
- Andrew said it was approved at 2010 Annual Town Meeting (ATM) but after researching, realized it was more complex than anticipated. Planning to create Trust documents (for ATM) and then appoint Trustees.
- Rick added that they might be able to specify that the Executive Director of the Housing Authority (Bob Larkin) be a Trustee; currently researching.
- Ellen expressed concern that money will be tied up with Trust and not available to CPC. Andrew said that CPC could stipulate that money be transferred once approved by state and trustees established.

Golf Course

- Andrew said legal counsel has suggested we offer a local non-profit (Boys and Girls Club) the Conservation Trust. They will ensure all Conservation rules are followed and report violations. Will also receive a small payment.
- Randy asked if it is allowed to rent out the space; Andrew said that Irene Delbono (sp?) Legal Counsel, advised that "ancillary use of the clubhouse is allowed".
- Andrew said that Rockland bought a golf course (not with CPC money) and Framingham bought a golf course with CPC money.
- Steve questioned the breaking out of the clubhouse and getting a property valuation.
- Andrew said it is not the long term plan to keep the Council on Aging there.
- Andrew stressed that it is the intent of the Town to do the right thing but there is no obvious solution at this time.
- Rick asked if there should be an appraisal by John Avery (sp?). Andrew said he would look into it.
- Chapter 61 land is assessed at ½ value until sold; value doubles day after sale.
- Conservation Restriction would be easier with carve-out. Randy said seems fair that after carve-out, CPC gets paid back a reasonable amount based on purchase price.
- Andrew will report back to CPC once the Trustees are set up.

Honoring our Ancestors

- Andrew said they have requested a SHRAB (State Historical Records Advisory Board) Grant for matching funds and Town will fund the balance if the requested \$1180 is not enough. Will be able to add names and clean up the stones.

Mike Guzzo

- Discussion of \$69,422.01 Undesignated Fund Balance.
- DOR said CPC could leave the money in the “5th bucket”; no obligation to reallocate this money back to 4 buckets. Mike will get documentation from DOR on this and forward to CPC.
- Per Rick’s request, Mike will also look into refinancing the golf course.

Lisa Hanley will update the Annual Report.

Next Meeting: Wednesday, February 1, 2017

Motion to adjourn by Ellen; Seconded by Rick. Unanimously agreed. Meeting adjourned at 9:00.

Respectfully Submitted,

Lisa Hanley
CPC Admin.

Timeline of Dates for May 2017 Town Meeting – FY2017 CPA Proposals:

- October 3, 2016– Preliminary Application due
- Thursday, October 6, 2016 – CPC determines eligibility and notifies applicants
- November 9, 2016 – Final Applications due
- December 7, 2016 – CPC develops questions for proponents
- January 2017– Meetings with proponents and discussion
- February 15, 2017 – **Public hearing and final vote on proposals**

2016-17 Committee Positions:

Chair – John Dwyer
Vice Chair – Rick Lefferts
Treasurer – Steve Jones
Clerk – Open Position