



**TOWN OF MAYNARD  
COMMUNITY PRESERVATION  
COMMITTEE**

195 MAIN STREET  
MAYNARD, MASSACHUSETTS 01754

M. John Dwyer, Chair  
Rick Lefferts, Vice Chair  
Steve Jones, Treasurer  
Jim Coleman  
Bill Cranshaw  
Ellen Duggan  
Tom Hesbach  
Randy James  
Jon Lenicheck

**Meeting Minutes**

**Town Hall – Room 101**

**Wednesday, December 19, 2018, 7:00 pm**

**Members present:** John Dwyer (JD), Jim Coleman (JC), Bill Cranshaw (BC), Ellen Duggan (ED), Jon Lenicheck (JL), Steve Jones (SJ), Rick Lefferts (RL)

**Members absent:** Randy James (RJ), Tom Hesbach (TH)

**Others present:** None

This public meeting was not recorded.

**Call to Order:** The meeting was called to order at 7:05 pm.

**Public comments:** None

**Correspondence:** None

**Administration:**

- **Minutes:** JC motioned to approve the minutes of December 5, 2018. Second by ED. Vote 6-0. (JL had not yet arrived)
- Greg Johnson visit postponed. JD will try to reschedule for a January meeting.

**Administrative Assistant:**

Three of the short-list applicants were no longer available/interested in the position. The committee discussed the other short-list applicant, Anna-Lisa Lysell McLaughlin, and highlighted her interest in Maynard town government and that her skills and experience seemed a good fit for the committee. RL motioned to offer the position to Anna-Lisa Lysell McLaughlin. Second by JC. Vote 6-0. (JL had not yet arrived)

**Project Closeouts:**

RJ had met with Mike Guzzo and five old project accounts are being closed. They are Rockland Field Survey (approx. \$600), Alumni Fieldhouse (\$30,000), Town Hall historic artifacts (\$1,050), Coolidge School Reuse Study (\$18,500), and the Old Fowler Cupola repair (\$1,000). The Rockland Field money is being returned to Budgeted Reserve. All other funds are being returned to the Historic Preservation fund. Additional information is being sought on the Green Meadow playground fence project to determine if it can be closed out.

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**Updates on Ongoing Projects:**

- RJ reported that there has been continued refinement of the bid specs for the Fowler Field project. It is anticipated that the RFP will be issued in January and the project started in April.

**Upcoming Meetings:**

The members agreed to changes of some of the scheduled dates for January and February meetings.

- The next meeting will be January 9<sup>th</sup>. The FY19 funding proposals from the Housing Trust, Conservation Commission, and Historic Committee will be discussed.
- The second meeting in January will be on January 23<sup>rd</sup>. The Fowler Field and Bleachers projects will be discussed.
- The February 6<sup>th</sup> meeting will remain as scheduled.
- The second meeting in February will be on February 27<sup>th</sup>. The public hearing will be that night.

**Adjournment:**

JC made motion to adjourn. Second by JL. Vote unanimous. Meeting adjourned at 7:25 pm.

Documents and Exhibits used during the meeting:

- Draft minutes of December 5<sup>th</sup> meeting.

Date approved: *January 9, 2019*

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**Timeline of Dates for May 2019 Town Meeting – FY2019 CPA Proposals**

- October 1, 2018 – Preliminary applications due
  - October 3, 2018 – CPC determine eligibility and notify applicants
  - November 5, 2018 – Final applications due
  - December 5, 2018 – CPC develops questions for applicants
  - January 9 and 23, 2019 – Meetings with proponents of projects
  - February 27, 2019 – **Public Hearing and final vote on proposals**
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