



**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, January 23, 2019, 7:00 pm

Members present: John Dwyer (JD), Jim Coleman (JC), Bill Cranshaw (BC), Ellen Duggan (ED), Jon Lenicheck (JL), Steve Jones (SJ), Tom Hesbach (TH)

Members absent: Rick Lefferts (RL), Randy James (RJ)

Others present: Kaitlin Young, Barry Roche, Jim Hines, Mary Brannelly, Aaron Miklosko, Tim Houlihan

This public meeting was not recorded.

Call to Order: The meeting was called to order at 7:12 pm.

Public comments: None

Correspondence: None

Minutes: No changes were made to the minutes, except for a small typo. BC motioned to approve the minutes of January 9, 2019. Second by JC. Vote 7-0.

Administrative Issues: TH motioned to approve payment of the yearly dues for the Community Preservation Coalition. Second by SJ. Vote 7-0.

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Meet with Final Applicants:

- Kaitlin Young (KY), the representative for the Conservation Commission (CC), met to respond to questions regarding the Conservation Fund Support and Ice House Landing projects.
 - With respect to the Conservation Fund Support project, the committee discussed whether CPC funds can be used for legal fees incurred in the acquisition of lands or if a CR would be required. The committee will need confirmation from the Town Counsel that CPC funds may be used in this manner.
 - The committee also discussed the appraisal and acquisition of several properties, namely 18 Winter St. and Dewey St., and possible grants (such as LAND and PARC grants) that could bring in matched State funds. KY is looking into possible grants once the OSRP is completed.
 - With respect to the Ice House Landing project, KY discussed the installation of one new kiosk that would integrate information on the history of the Ice House Landing, flora and fauna, and a trail guide. Consolidating this information would eliminate the need for three separate kiosks on each topic. ED raised concerns about using durable and easily maintained materials in any new installations to ensure CPC funds are best utilized.
 - The clearing and upkeep of trails was discussed. TH inquired about status of getting a group of either Boy Scouts or high school students to help. KY has spoken to the high school project coordinator. However, if implemented, this project would be for students in the next academic year. The efforts of the trail-keeping group and any possible student volunteers will be best utilized for on-going trail maintenance rather than initial clearing, as liability issues restrict them from using power tools. Aaron Miklosko will get an estimate, including hourly labor costs, from Public Works for the removal of large fallen trees and boulders along the trail, as well as the installation of a ramp.

- Jim Hines, president of Friends of Maynard Soccer (FOMS), introduced the Initial Capital Investment Costs for the proposed Fowler Field project.
 - The total budget for engineering, regrading, reseeding, and irrigation costs, as well as a 20% contingency for construction, is \$457,554 of which the CPC has pledged almost half. JH also detailed the current status of other sources of FOMS funding, including from the town, school, Maynard Youth Soccer, business partners and fundraisers. There is a current shortfall of nearly \$70k. The committee discussed getting support from the town or school for maintenance, as well as the possibility of getting corporate sponsorship on field to help supplement maintenance funds. BC requested a maintenance budget for the public hearing in February. Aaron Miklosko will try to get this information before the hearing.
 - Jim Hines also discussed the possibility of a number add-alternates for the project, which include protective netting for wooded areas, fencing and irrigation with a well. An educated decision can be made on the feasibility of the irrigation and well, in particular, once bids are received (projected end of February/early March).

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- JL asked whether Fowler Field will still be usable while the project is in progress. Aaron Miklosko indicated that Fowler Field will be closed for the duration of the project (about 1.5 years). The school business manager is aware that the field will be unavailable. JL raised concerns that summer programs be given enough advanced notice to make alternate plans.
- Mary Brannelly responded to questions and comments on the proposed Alumni Field Bleacher Replacement project.
 - The committee discussed questions regarding the legality of using CPC funds to build a press box. The committee is not comfortable going into a grey area with funding and recommended redacting the application and plans to eliminate any mention of the press box in order to avoid any type of conflict in this regard.
 - The committee also discussed how much CPC funding would likely be available to go toward this project this year and in subsequent years (est. only \$30k per year, about 10% of the project's proposed budget) if the proposed application were to be resubmitted with additional funding sources secured.
 - Aaron Miklosko described the safety concerns underlying the impetus to replace the bleachers. Built in the 70s, they are currently outside of today's code and not ADA accessible. However, they are currently grandfathered in and any stopgap renovations must be done in such a way as to not exceed standards for the grandfathered status. This would involve installing fall protection on the back and sides.
 - The committee raised concerns about the planned placement of the bleachers and whether future Alumni Field renovation plans would necessitate moving or replacing them.
- Tim Houlihan, representing the Master Plan Steering Committee (MPSC), responded to questions and comments regarding the town Master Plan.
 - ED put forward a number of suggestions and concerns with respect to the town's long-term strategies in several identified Goal areas. These include housing, economic development, and education. The committee also discussed the possible benefits of regionalizing certain departments, such as fire and police dispatch or recreational programs.
 - The committee agreed that it would compile a draft response for the MPSC including input from all members and discuss at the next meeting in order to submit the final response to the MPSC at the end of February.

Project Closeouts: TH - \$14k is coming back from the Green Meadow Playground project. However, a late bill (\$5,500 for drainage issue) that should have been charged to the CPC was allocated to the wrong line item. An administrative action may be required to resolve this issue.

Next Meeting:

The next meeting date TBD. Add discussion of next year's budgeting direction on the agenda.

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Adjournment: JL made motion to adjourn. Second by JC. Vote unanimous. Meeting adjourned at 9:12 pm.

Documents and Exhibits used during the meeting:

- Draft minutes of January 9th meeting.
- Conservation Commission Response to CPC Questions
- Fowler Field Initial Capital Investment Costs
- Questions for Proposed Alumni Field Bleacher Replacement Project
- Letter from Maynard School Committee in support of Alumni Field Bleacher Replacement Project
- Ellen Duggan Preliminary Responses to MPSC

Date approved: February 6, 2019

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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