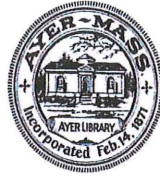


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TOWN OF AYER
TOWN CLERK

[Signature]



Town of Ayer
Community Preservation Committee
Town Hall * One Main Street * Ayer, MA 01432
Minutes for 3/4/2020

Location: Town Hall, 2nd Floor

Members present: Janet Providakes (JP) [Housing Authority]- Chair, Beth Suedmeyer (BAS) [At Large], Barry Schwarzel (BES) [Historical Commission], Jason Mayo (JAM) [Parks & Recreation], Jess Gugino (JG) [Conservation Commission]- Clerk, Julie Murray (JUM) [Planning Board], Colleen Krieser (CK)[At Large]
APAC taped: YES

7:14 PM – Open Meeting

- **NOTE:** The Public Hearing, advertised to begin at 7:15, was delayed due to a technical glitch in the equipment to be used for a PowerPoint presentation, commencing at 7:45 after an alternate method of display was set up.
- **Approval of Meeting Minutes**
 - CK moved to accept the minutes for 2/5/2020, prepared by JP, as amended; JAM 2nd.
 - Motion approved unanimously.
- **Correspondence / Bills**
 - Ayer Community Garden (\$41,000, STM 2019)
 - JP previously approved payment of \$286.00 to Pinard's Landscaping, for the materials and labor installation of a compacted base for the shed.
 - A question arose as to the sales tax on the bill as this should receive the municipal exemption.
 - Sandy Pond School Restoration and Preservation Project Phase I (\$108,000 funding, Spring Town Meeting 2018)
 - JP received an email from Irv Rockwood, Vice President of the Sandy Pond School Association.
 - He will be coming to CPC's April meeting to begin discussions of the Association applying for another CPC grant, possibly up to \$150,000, for the second half of Phase I restoration work.

OLD BUSINESS

- **CPA-funded Project Signs**
 - JP brought in samples of the two sign versions ordered from J & S Business Products.
 - One is a 24" x 36" temporary yard sign ('CPA FUNDS AT WORK...') for display at projects that are in process.
 - As projects are completed, this sign can be reused at other new CPC projects.



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- The other sample was the aluminum panel to be used as a permanent placard at projects that have been completed, indicating the project was funded, in part, by CPA money.
 - Two sizes of this sign, as appropriate to the project, will be used at various CPA project sites (i.e. Community Garden, Dog Park, Pleasant Street School Housing, Pirone Park, and others).
- Six signs in all were ordered, at a total cost of \$448:
 - 2 - 24" x 36" temporary yard signs, at a cost of \$35.00 each;
 - 2 - 18" x 12" permanent aluminum placards, at a cost of \$60.00 each;
 - 2 - 18" x 24" permanent aluminum placards, at a cost of \$119.00 each.
- **CPA Surcharge Increase**
 - The first question on the ballot (#1) for the Annual Town Election on Monday, April 27, will be the CPC surcharge increase.
 - The increase in the property tax surcharge from 1% to 3% was approved by Fall Town Meeting in 2019.
 - The increase cannot take effect unless also approved by ballot vote.
 - JP presented a draft of a yard sign (Vote Yes on 1, April 27, 2020....) for consideration.
 - CPC will be holding another informational public meeting on the surcharge increase at its April meeting (4/1), but cannot directly advocate for its passage with signs on municipal property or paid for with CPC funds.
 - However, yard signs urging a yes vote can be paid for privately and displayed on people's lawns.
 - JP has been discussing with Alan Manoian, Director of Community & Economic Development, the possibility of his interviewing various Town recipients of CPA funding (i.e. dog park, Sandy Pond School Association, Historic Central Fire Station, Parks & Recreation) to hear their support of the surcharge increase.
 - These interviews could then be run on the Town's Facebook and community pages.
 - BAS suggested private letters to the editor to the *Nashoba Valley Voice* could be useful.
 - JP read Town Counsel's wording on the ballot question and the summary information to be included below.
 - Some edits were suggested; JP will see if these can be made to the wording of the summary.
- **CPC Annual Report**
 - (Note: this item was discussed after the Historic Resources Inventory Public Hearing.)
 - BAS moved to accept JP's draft as reviewed and amended; JAM 2nd.



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- Motion approved unanimously.
- **Public Hearing: Historic Resources Inventory**
 - The Public Hearing was opened at 7:45 p.m.
 - JP read the Legal Notice that appeared in the *Nashoba Valley Voice* on 2/28/2020.
 - George Bacon, Chair of the Historical Commission, gave a PowerPoint presentation for their application for CPA funding.
 - Total project cost is estimated at \$35,000-\$40,000; the application requests \$20,000 in CPA funding, with the remainder to be sought through matching funds from the Massachusetts Historical Commission.
 - The purpose of the project is to complete the second phase of a project to compile an inventory of historic structures, neighborhoods, and landscapes in town.
 - These would be resources, at least 50 years old, of historical, cultural, and/or architectural significance, resources that help tell the story of Ayer.
 - As Background:
 - A Preliminary Survey Plan, commissioned in 2002-3, recommended 170 resources for documentation.
 - \$10,000 in CPA funds were used to prepare the Preliminary Survey.
 - In 2007, Phase I of the Inventory proceeded to document approximately 130 of those resources.
 - This documentation is available on the MACRIS database (Massachusetts Cultural Resource Information System).
 - \$10,000 in CPA funds, plus an additional \$10,000 in matching funds, were used for Phase I.
 - Phase II, per this application, would complete the Inventory, adding approximately another 50 resources to the documentation.
 - An Architectural Historian consultant would be engaged to prepare a work plan, conduct the survey, and submit survey forms, photographs, and a completion report.
 - Prior inventory forms would be updated as recommended.
 - Secretary of the Interior Standards would be used in the Inventory
 - In terms of project schedule, if approved:
 - matching funds would be sought during winter 2020-2021;
 - the consultant would be procured during spring 2021;

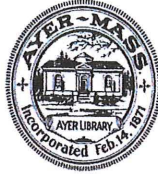


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- the project work would be expected to take place from summer 2021 to summer 2022.
 - As the final slide in the presentation stated:
 - “You cannot practice historic preservation until you know what you have that is worth preserving.”
 - In discussion that followed:
 - JP asked what benefit there was to property owners.
 - Mr. Bacon said no direct benefit per se, but if, say, a property owner wanted to seek listing of their resource on the National Register, this Inventory recording would be the first step.
 - BAS asked about the availability of the Inventory on the Town website.
 - BES said the database would be too large for the website, however the ‘completion report’ as well as a link to MACRIS could be provided.
 - JP suggested some additional information to be provided at Spring Town Meeting: if the Historical Commission would be using the Inventory for planning purposes and/or for National Register purposes; what outreach there would be to homeowners of key resources, etc.
 - Resident David Bodurtha asked if there was a process for members of the public to approach the Historical Commission with suggestions of additional resources to be considered for inventorying.
 - Mr. Bacon said that all monthly Historical Commission meetings are open to the public, and the public is welcome to attend.
 - There being no further questions, CK moved that CPC approve putting this application before Town Meeting, May 11, 2020, for a final decision on funding; JUM 2nd.
 - Motion approved 6-0 (BES recused himself, being a member of the Historical Commission).
 - JP will generate a draft of the Warrant Article for Mr. Bacon to review.
 - BAS moved to close the Public Hearing at 8:03 p.m.; CK 2nd.
 - Motion approved unanimously.
- **Committee Updates**
 - Historical Commission (BES)
 - See above Public Hearing.
 - Housing Authority & Affordable Housing Committee (JP)
 - A St. Patrick’s Day gathering will be held in March for residents of Ayer Housing.
 - Parks & Recreation (RD)
 - The Park Commission has 3 openings, two 3-year terms and one 2-year term.



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- Two people have pulled papers for election to the Commission thus far.
 - An Easter Egg Hunt will be held at Pirone Park on April 4.
- Conservation Commission (JG)
 - ConCom has two new members, Jen Amaya as a Commissioner, and Scott Murray as an Associate Member.
 - ConCom is working on developing regulations to accompany its new local wetlands bylaw.
- Planning Board (JM)
 - JAM had to leave the meeting before Committee Reports began.
- Open Space & Recreation Plan Update Committee (BAS)
 - Nothing to report.
- **8:22 PM – Adjourn Meeting**
 - CPC's Next Meeting: April 1, 7 p.m.
 - JG moved to adjourn; BES 2nd.
 - Motion approved unanimously.

Minutes Recorded and Submitted by Jessica G. Gugino, Clerk

Date Minutes Approved by Community Preservation Committee:

4/23/2020

Signature Indicating Approval:

Jessica S. Gugino