



**Town of Ayer**  
**Community Preservation Committee**  
Town Hall \* One Main Street \* Ayer, MA 01432  
Minutes for 11/4/2020

Location: Remote Meeting via Zoom, accessible to public, due to Pandemic State of Emergency

Members present: Janet Providakes (JP) [Housing Authority]- Chair, 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]

Not present: Beth Suedmeyer (BAS) [At Large]

**APAC Taped and Broadcast Live**

**7:00 PM – Open Meeting**

- **Approval of Meeting Minutes**
  - CK moved to accept the minutes for 10/7/2020 as written; JUM 2<sup>nd</sup>.
    - Motion approved unanimously by Roll Call Vote 5-0 (JAM had not yet joined the meeting).
- **Correspondence / Bills**
  - JP heard from Irv Rockwood, President of the Sandy Pond School Association (SPSA), who was very pleased with the Fall Town Meeting vote to approve funding Phase II renovations at the historic schoolhouse.
    - JP responded to his inquiry that, yes, he could continue to use the same vendors who worked on Phase I.
- **Fall Town Meeting Recap**
  - The October 26 Town Meeting passed the article to create an Affordable Housing Trust.
    - It also then passed a CPC article to provide the newly-approved Trust with an initial \$30,000 of seed funds.
  - In addition, the CPC article to fund Phase II restoration and renovation work on the Sandy Pond School House passed as well.
    - JP noted that she had had to make a last-minute change to the article to reflect that it would be funded with CPC money from its budget reserves rather than the historical category, the latter not having had sufficient funds to cover this article.
  - Several people approached JP at the conclusion of FTM.
    - Some expressed interest in being considered for appointment to the Board of Trustees for the Housing Trust.
    - Others commented that they had been very pleased that the Affordable Housing Committee had had 2 public information sessions ahead of FTM, allowing residents to both ask questions and provide feedback as well.



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- This was noted in conjunction with there having been a couple of other controversial FTM articles – neither of which passed – asking approval of projects for which there had been no previous public information sessions, just review by the Select Board (SB).
- JP said that some projects coming before the SB could meet the requirements for CPA funding.
  - Now that CPC's surcharge was increased to 3% (STM, June 2020), CPC will have more funds available.
  - JP will write a letter to Town Manager Robert Pontbriand and the SB asking that they keep in mind the resources CPC can provide.
- Resident Sara Withee, via telephone call, also asked CPC to pay attention to the SB's future agendas.
  - In December, the SB may be announcing some policy decisions for consideration of water/sewer connection requests from abutting towns like Harvard and Groton.
  - (One of the controversial FTM articles was a request from a developer to tie a new subdivision, with affordable housing, into Ayer's water and sewer infrastructure.)

**NEW BUSINESS**

- **Review of Grant Agreements for CPC's FTM-passed articles:**
  - Sandy Pond School Association Grant Agreement
    - Edits were made to the draft grant agreement.
      - This included rewording the section requiring that SPSA "submit a Historic Preservation Restriction under the Historical Commission guidelines, in perpetuity."
    - In addition, per the prior request of BAS, JP will be contacting Town Manager Pontbriand to ask whether and/or how the Grant Agreement could be worded to incorporate a requirement for public access and to address issues of liability or liability insurance.
    - An eventual final draft will then go to Town Counsel for their review.
  - Affordable Housing Trust Grant Agreement
    - The draft JP provided was taken from a template on the Community Preservation Coalition's website.
      - This Grant Agreement will have to be carefully worded so that the use of the Trust's funds meet CPA guidelines.
    - JP also noted that the template made reference to a Bylaw or Declaration of Trust.



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- The Ayer Trust's Bylaw can't be worked on until the Trust's Board of Trustees has been appointed.
- **Appointment of CPC Vice-Chair**
  - Following discussion, BES moved to nominate JUM as Vice-Chair; CK 2<sup>nd</sup>.
    - Motion approved unanimously by Roll Call Vote 6-0.
- **Committee Updates**
  - Historical Commission (BES)
    - Nothing new to report.
  - Housing Authority & Affordable Housing Committee (JP)
    - Nothing new to report beyond what was discussed above.
  - Parks & Recreation (JAM)
    - Parks & Rec is now moved into its new building at Pirone Park.
    - Due to the pandemic shutdown, not too much is happening at present.
      - They are, however, planning on holding a tree decorating event along the Perimeter Path at the park.
      - They also plan to install an ice rink at the park for this winter.
  - Conservation Commission (JG)
    - Along with regular business, ConCom is reviewing wetland delineations for two proposed new subdivisions, one across from the High School on Washington Street, the other off of Wright Road.
  - Planning Board (JUM)
    - Catania Oil approached the Planning Board with its discovery that they have not fulfilled some of the terms agreed to by the prior owner.
      - They plan to complete these requirements prior to approaching the Board with plans for a new building.
  - Open Space & Recreation Plan Update Committee (BAS)
    - No report.
- **7:52 PM – Adjourn Meeting**
  - CPC's Next Meeting: December 2, 7 p.m.
  - JM moved to adjourn; RD 2<sup>nd</sup>.
    - Motion approved unanimously.

Minutes Recorded and Submitted by Jessica G. Gugino, Clerk

Date / Signature Indicating Approval: \_\_\_\_\_

12/2/2020 