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TOWN OF AYER
TOWN CLERK

M. Capelano

Town of Ayer
Community Preservation Committee
Town Hall * One Main Street * Ayer, MA 01432
Minutes for 12/2/2020

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

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 and Broadcast Live

7:00 PM – Open Meeting

- **Approval of Meeting Minutes**
 - BES moved to accept the minutes for 11/4/2020 as written; CK 2nd.
 - Motion approved unanimously by Roll Call Vote 6-0 (JUM had not yet joined the meeting).

CURRENT BUSINESS

- **Status of Grant Agreements for CPC's Fall 2020 Town Meeting-passed articles:**
 - Sandy Pond School Association (SPSA) Grant Agreement (FTM 2020, \$187,340)
 - This Agreement has been reviewed by Town Counsel, which added more explicit language that expanded the 2 page draft to 6 pages, including:
 - **Liability**
 - Section 12 addresses "Liability of the Town."
 - SPSA has its own insurance policy once the restoration work is complete and the schoolhouse is open to the public.
 - The Town will not have liability risks.
 - **Historic Preservation Restriction**
 - Section 3, "Conditions," item 'c' in the Grant Agreement requires that a Historic Preservation Restriction (HPR) be granted to the Town and recorded at the Registry of Deeds for the restored schoolhouse.
 - KP Law's comment reads: "Ordinarily the HPR is agreed to and signed prior to disbursement of funds. But that could take some time. Does Town want to hold back some funds, e.g. 25%, instead? See Paragraph 8."
 - KP then provided language under Section 8, "Payment," that limits the amount of money disbursed from the CPA grant to 75% until the HPR has been completed.
 - BES said the Historical Commission would like the HPR to be in draft form at least before any grant money is released.



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- He will start developing a draft for SPSA based on the HPRs associated with the Pleasant Street School and with the Central Fire Station, both projects that involved historical preservation work.
- Affordable Housing Trust Grant Agreement (FTM 2020, \$30,000)
 - JP said Town Counsel has reviewed the draft.
 - The Grant Agreement cannot be signed until 1) the Housing Trust Bylaw has been accepted and 2) Housing Trust Trustees have been appointed by the Select Board.
 - The Bylaw will go before Spring Town Meeting in May 2021.
 - JP said the Affordable Housing Committee plans to have a slate of Trustee candidates ready for Select Board appointment in February.

NEW BUSINESS

- **Community Preservation Plan (CPP)**
 - CPC's previous Community Preservation Plan for Fiscal Years 2010-2014 has needed to be updated for some time.
 - Further action on this was put on hold, however, while the Town completed updates to other important plans.
 - Data and findings in the Town's recently-completed updates of the Master Plan, the Open Space & Recreation Plan, and the Housing Production Plan, can now be drawn on to expedite production of a revised CPP.
 - JP will reach out to Jen Goldson, who did the 2010-2014 plan, as well as to the Community Opportunities Group (COG) that worked on the Master Plan, for their thoughts or recommendations as well as fee structure.
 - It is assumed that the Scope of Work for a new CPP could be much lighter given the data available in these other heavily revised documents.
 - BAS also suggested that beginning this update project while CPC is still meeting remotely via Zoom, because of the pandemic, would save CPC costs on travel expenses for the outside contractor selected to work on the CPP.
 - She also suggested that the Scope of Work be compiled based on feedback from both of the above named consultants, so that the Request for Proposals then issued does not disadvantage one or the other.
 - The 2010-2014 CPP is available for viewing on CPC's Town website, along with a previous draft version for 2009-2013.



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- **Ayer CPA Surcharge**
 - At the recent Select Board meeting, resident Sara Withee noted that the Town Assessor discussed the new 3% property tax surcharge having taken effect.
 - In addition, JP said the Community Preservation Coalition is reporting that, even with current economic conditions, CPA communities will still be getting a good amount in matching funds from the State.
 - All CPA communities last year received 28.6% in matching funds via Round 1.
 - Because of the surcharge increase approved by Ayer residents, Ayer will now qualify for two additional rounds of State matching funds.
- **Committee Updates**
 - Historical Commission (BES)
 - The Select Board has appointed a new member, Maggie Durant, to the Commission.
 - Ms. Durant has some ideas for an Eagle Scout project that could be used to mark Ayer's 150th anniversary.
 - This has been forwarded to Alan Manoian, Director of Economic & Community Development.
 - BES said the Historical Commission will not be developing any planned attractions for the Feb. 14 anniversary date until the pandemic is over.
 - Housing Authority & Affordable Housing Committee (JP)
 - See above discussion of Grant Agreement.
 - In addition, JP said the State has decreased the budget for all Housing Authorities by 4% this year.
 - Parks & Recreation (JAM)
 - The Parks Department has plywood cutouts of snowmen and Christmas trees available for pickup by residents interested in decorating them for use, by Dec. 9, along the Pirone Park perimeter path during the holiday season.
 - An ice-skating rink is now ready at Pirone Park, near the basketball courts, but its use is dependent on winter temperatures being cold enough.
 - The Parks Department is also trying to develop a database to guide residents where to drive around town to look at holiday light displays.
 - A Gaga ball pit, a popular game, has been built at the Sandy Pond beach and is seeing much use.
 - The Parks Department will probably build another one at Pirone Park, perhaps as an Eagle Scout project.



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- JAM also wanted to express the Parks Department's appreciation for Tim Nolan, a volunteer who passed away recently.
- Mr. Nolan did a lot for Pirone Park, including raising money for projects there, and he will be missed.
- Conservation Commission (JG)
 - ConCom is doing business as usual.
 - It recently issued two ORADs (Orders of Resource Area Delineation), for future subdivision projects, one at 'Stratton Hill' off Wright Road, and a second on Washington Street, across from the High School.
- Planning Board (JUM)
 - The Board start reviewing a preliminary subdivision plan for '0 Washington Street' next week.
 - They also recently approved an amended site plan for Ayer Solar II, off Washington Street.
- Open Space & Recreation Plan Update Committee (BAS)
 - BAS said the Wild & Scenic Council is prepping its final draft for submission to the Small Grants Program.
- **7:58 PM – Adjourn Meeting**
 - CPC's Next Meeting: January 6, 2021, 7 p.m.
 - BAS moved to adjourn; BES 2nd.
 - Motion approved unanimously.

Minutes Recorded and Submitted by Jessica G. Gugino, Clerk

Date / Signature Indicating Approval:

1/6/2021 