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TOWN OF AYER
TOWN CLERK



Town of Ayer
Community Preservation Committee
Town Hall * One Main Street * Ayer, MA 01432
Minutes for 3/1/2023

Location: Remote Meeting via Zoom, accessible to public, due to ongoing pandemic

Members present: Janet Providakes, Chair (Housing Authority); Julie Murray, Vice-Chair (Planning Board); Beth Suedmeyer (At Large); Barry Schwarzel (Historical Commission); Jess Gugino, Clerk (Conservation Commission); Jason Mayo (Parks & Recreation); Colleen Krieser (At Large/Affordable Housing Trust)

APAC taped: Yes

7:00 PM – Open Meeting

- **Confirmation of Agenda**

- B. Schwarzel moved to confirm the agenda as amended; J. Gugino 2nd.
 - Motion approved unanimously by Roll Call Vote 7-0.

- **Approval of Meeting Minutes**

- C. Krieser moved to accept the minutes for 2/1/2023 as written; J. Murray 2nd.
 - Motion approved unanimously by Roll Call Vote 6-0 (B. Schwarzel abstained, having not been present)

- **Correspondence / Invoices**

- “Ayer Commons,” Fitchburg Road, NOAH (Neighborhood of Affordable Housing)
 - J. Providakes confirmed she sent a short letter to NOAH, as requested, confirming the \$400,000 CPA grant approved at Fall Town Meeting, 2022.
- Annual Report
 - J. Providakes will send members a draft of the CPC Annual Report for review.
 - The Annual Report is due 3/10/2023.
- Warrant Articles for Spring Town Meeting, April 24, 2023
 - J. has not yet received final amounts from the Town Accountant’s office, but once she does, she will complete the draft articles for the annual allocation of collected funds to each of the CPC funding categories (Housing, Historical, Open Space/Recreation, and Undesignated).
 - CPC will continue to allocate the required minimum 10% to the first three categories and the remainder to the Undesignated Fund.
 - Per the suggestion from B. Suedmeyer, J. Providakes will increase the set-aside for due diligence to 5%.



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- Old Fire House, 14 Washington Street
 - Alicia Hersey (Community & Economic Development) provided J. Providakes with the contact information for the new owner of the old Fire Station, Seal Harbor.
 - J. Providakes will send them a letter regarding the possibility of CPC funds being applied for in the case of affordable housing and/or historical preservation work.
 - She has heard that Seal Harbor is currently planning for 5 apartments, including one that will be affordable, as well as a business office on the first floor.
- Remote Zoom Meetings
 - Cindy Knox, Information Technology, told the Committee that she had just received an email earlier in the evening stating that the Governor has extended, for another two years, the pandemic-related authorization for municipal committees/boards to have the option of holding remote Zoom meetings.
- Tax lien properties
 - J. Providakes is keeping an eye on the Town's listing of tax lien properties.
 - She has had inquiries from some residents about the possibility of a property on Sandy Pond Road, near the Town Beach, perhaps becoming available via this process.

- **Public Input**
 - None received.

OLD BUSINESS

- **Pirone Park Playground Remediation and Restoration, Phase II, 0 Bligh Street. Ayer Parks Department (\$750,000)**
 - J. Providakes will be putting out the notice/advertisement shortly for the Public Hearing for this CPA funding application.
 - The Public Hearing will be held on Wednesday, March 22nd, via Zoom.
 - J. Mayo said the Parks Commission met with the Capital Planning Committee about funding, and that the Committee wants to do the remainder of the funding (\$220,000) via the Capital Planning process, to be voted on at Spring Town Meeting, rather than have the Select Board also approached for the use of discretionary funding.
 - J. Mayo also said that Parks will submit a revised application, regarding funding amounts and sources, prior to the Public Hearing.



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NEW BUSINESS

- **42 Park Street (as a potential New Business)**
 - J. Providakes said that the Historical Commission received an email from Alan Manoian, Director of Community & Economic Development, with regard to 42 Park Street, the oldest building still in existence in Ayer, dating back to 1760.
 - This property is also listed by the Town as a tax lien property.
 - J. Providakes asked B. Schwarzel what the Historical Commission's position is on this property.
 - B. Schwarzel said there is an interest in trying to preserve the building.
 - It is currently on the market for sale at \$350,000.
 - Mr. Manoian has indicated there are a couple of businesses interested in the property, likely as a tear-down and rebuild.
 - The Town does not have any delay-of-demolition bylaw.
 - The Commission meets next on the following night (3/2) and B. Schwarzel will learn more at that time.
- **COMMITTEE UPDATES**
 - Historical Commission (B. Schwarzel)
 - See the earlier discussion above regarding 42 Park Street.
 - Housing Authority / Affordable Housing Committee (J. Providakes)
 - The Authority has not met recently.
 - The Affordable Housing Committee has formed a working group, of which J. Providakes is a part, with the Planning Board.
 - The working group will investigate opportunities for smaller lots suitable for smaller affordable housing, and the zoning bylaw changes that might be needed to support that.
 - Affordable Housing Trust (C. Krieser)
 - C. Krieser said the Trust decided to postpone submitting a new CPA funding request (as previously discussed at CPC's 2/1 meeting) until fall (in advance of Fall Town Meeting 2023).
 - They are evaluating the current group of applicants for rental assistance – a larger applicant pool than previously – and they have enough to fund the ten recipients previously agreed upon for this funding cycle.
 - They are evaluating whether 10 is the right number going forward, as well as engaging in other long term planning, so they want to put more thought into their next funding application.
 - The Trust will be meeting again next week.



Town of Ayer
Community Investigation Committee
One Main Street * Ayer, MA 01832
Ayer 01832

Ayer 01832

- * 43 Park Street (as a potential new business)
- 1. Provides said that the Historical Commission received an email from Alan Mahoney, Director of Community & Economic Development, with regard to 43 Park Street. The email building said in essence is Ayer, dating back to 1900.
- * This property is also owned by the Town as a tax lien property.
- 2. Provides asked if Mahoney when the Historical Commission's position is on this property.
- * B. Schwanek said there is an interest in trying to preserve the building.
- * It is currently on the market for sale at \$250,000.
- * Mr. Mahoney has indicated there are a couple of businesses interested in this property, likely as a food-truck and a school.
- * The Town does not have any zoning or demolition plans.
- * The Commission meets next on the following night (3/2) and B. Schwanek will be present at that time.

COMMUNITY UPDATES

- * Historical Commission (B. Schwanek)
- * See the earlier discussion above regarding 43 Park Street.
- * Housing Authority (A. Mahoney) (P. Jones)
- * The Authority has not met recently.
- * The Affordable Housing Committee has formed a working group of which B. Mahoney is a part with the Planning Board.
- * The working group will investigate opportunities for smaller lots suitable for smaller affordable housing, and the zoning is low changes that might be needed to support that.
- * Affordable Housing Fund (C. Kneiser)
- * C. Kneiser said the Fund decided to postpone submitting a new CPA funding request (as previously discussed at 2/19/23 meeting) until fall (in advance of Fall Town Meeting 2023).
- * They are evaluating the current group of applicants for rental assistance - a larger applicant pool than previously - and they have enough to fund the two recipients per month, based upon for this funding cycle.
- * They are evaluating whether 10 is the right number going forward as well as engaging in other long term planning - they want to put more thought into their next funding application.
- * The Fund will be meeting again next week.



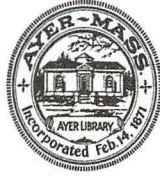
Town of Ayer
Community Preservation Committee
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Minutes for 3/1/2023

- Parks & Recreation (J. Mayo)
 - See earlier discussion above regarding March 22 Public Hearing for Pirone Park.
- Conservation Commission (J. Gugino)
 - The Commission did not meet last week due to inclement weather, but will be preparing public outreach to hopefully re-create something like the old volunteer Greenway Committee to help manage open space (i.e. Pine Meadow Conservation Land) with a volunteer stewardship program.
 - J. Providakes asked for more detail regarding when CPA funds are used to purchase Open Space.
 - If the Town purchases Open Space, a new Conservation Restriction (CR) would have to be created.
 - The Town would then own the land while a separate entity, perhaps North County Land Trust (NCLT), would hold the CR and longterm maintenance/monitoring responsibilities.
 - B. Suedmeyer said it was great that the Commission/Town has now established a working contract with NCLT to help it catch up on the backlog of requirements for current CRs held by the Town.
 - She also asked about the potential for a Greenway-like new volunteer committee to overlap on other stewardship tasks around town, in particular the new Ayer/Devens Pocket Forest project which will also have ongoing monitoring and maintenance responsibilities.
 - J. Gugino will mention this to the Commission, and noted that a lot depends on how much interest in volunteering can be found amongst Ayer residents.
 - B. Suedmeyer suggested that an online survey might be useful, to see what residents might be interested in.
 - J. Providakes also asked if there were possibilities to reach out to local businesses to see if they would be interested in supporting, or having their employees participate, in conservation-related community projects.
- Planning Board (J. Murray)
 - The Board is currently engaged in Site Plan review of the Seal Harbor proposal for mixed use of the old Fire House (apartments and a business/showroom) at 14 Washington Street.
- Open Space Update/Nashua River Wild and Scenic Stewardship Council (B. Suedmeyer)
 - The Stewardship Council has determined which grant applications to fund this year, but B. Suedmeyer has not seen the complete list yet.



Town of Ayer
Community Preservation Committee
Town Hall One Main Street Ayer MA 01432
Minutes for 11/20/13

- o Public Hearing (11/20/13)
 - * See earlier discussion above regarding 7/10/13 Public Hearing for Buena Park.
- o Conservation Committee (11/20/13)
 - * The Commission did not meet last week due to inclement weather but will be preparing public outreach to hopefully re-create something like the old volunteer (freewill) Committee to help manage open space (i.e. Pine Meadow Conservation) and with a volunteer stewardship program.
 - * 1. Provides asked for more details regarding when CPA funds are used to purchase Open Space.
 - * 2. If the Town purchases Open Space a new Conservation Restoration (CR) would have to be created.
 - * 3. The Town would then own the land while a separate entity perhaps North County Land Trust (NCLT) would hold the CR and perform maintenance, emergency responsibilities.
 - * 4. B. Stedman said it was great that the Commission was now established a working committee with NCLT to help it catch up on the backlog of requirements for current CRs held by the Town.
 - * 5. She also asked about the potential for a freewill-like new volunteer committee to oversee an other stewardship and a second town or partnership with the Ayer Forest Trust which will also have ongoing monitoring and maintenance responsibilities.
 - * 6. A. Gungor will mention this to the Commission and wanted that a lot depends on how much interest in volunteering can be found among Ayer residents.
 - * 7. B. Stedman requested for an online survey might be useful to see what residents might be interested in.
 - * 8. Provides also asked if there were possibilities to reach out to local business to see if they would be interested in supporting or having their employees participate in conservation-related community projects.
- o Planning Board (11/20/13)
 - * The Board is currently engaged in site plan review of the Best Staff of proposal for mixed use of the old Pine House Apartments and a business (short term) on 14 Washington Street.
- o Town Clerk (11/20/13) - Rick W. Hill and Susan Stewardship Council (11/20/13)
 - * The Stewardship Council has determined which grant applications to fund this year. B. Stedman said not even the complete list yet.



Town of Ayer
Community Preservation Committee

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Minutes for 3/1/2023

- She did hear, however, that the PACE (People of Ayer Concerned about the Environment) application for funding to support this year's water chestnut pull on Grove Pond was approved.
- Regarding the Ayer/Devens Neighborhood Pocket Forest Project, a public design forum will be held on Saturday, 3/4, from 10-a.m. to noon, by St. Andrew's Church on East Main Street, to begin planning for that pilot location.
 - Planting at that pilot location is planned for the week of April 29.
- **7:43 PM – Adjourn Meeting**
 - CPC's Next Meeting: Public Hearing (Special Meeting), March 22, 2023, 7 p.m.
 - Next Regular Monthly Meeting: April 5, 2023.
 - B. Suedmeyer moved to adjourn; B. Schwarzel 2nd.
 - Motion approved unanimously.

Minutes Recorded and Submitted by Jessica G. Gugino, Clerk

Date / Signature Indicating Approval:

4/5/2023 Jessie G. Gugino



**Town of Ayer
Community Preservation Committee
Town Hall * One Main Street * Ayer, MA 01901
Minutes for 04-2023**

- She did hear however that the PAE (People of Ayer Concerned about the Environment) application for funding to support this year's water treatment plant on Grove Pond was approved.
- Regarding the Ayer's Neighbors Neighborhood Pocket Forest Project a public design forum will be held on Saturday, May 10 from 10 am to noon by St. Andrew's Church on East Main Street to begin planning for that pilot location.
- Planting at that pilot location is planned for the week of April 29.

- 7:15 PM – Adjourn Meeting
- CPC's Next Meeting: Public Hearing (Special Meeting) March 22, 2023, 7 pm.
- Next Regular Assembly Meeting: April 2, 2023.
- B. Snodgrass moved to adjourn B. Schwartz 2nd.
- Motion approved unanimously.

Minutes Recorded and Submitted by Jessica G. Guilino, Clerk

Date: Signatures Indicating Approval: