

Town of Ayer
Community Preservation Committee

Town Hall * One Main Street * Ayer, MA 01432

Minutes for 11/2/2016 - Approved 12/7/2016

Location: Town Hall, 2nd Floor

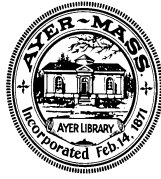
Members present: Janet Providakes (JP) [Housing Authority]- Chair, Beth Suedmeyer (BAS) [At Large], Barry Schwarzel (BES) [Historical Commission], Richard Durand (RD) [Parks & Recreation], Jess Gugino (JG) [Conservation Commission]- Clerk, Mark Fermanian (MF) [Planning Board]

Not present: Julie Murray (JM) [At Large]

APAC taped: NO

6:07 PM – Open Meeting

- **Approval of Meeting Minutes**
 - MF moved to accept the minutes for 10/5/2016 as written; RD 2nd.
 - Motion approved unanimously.
- **Correspondence/Bills**
 - Expense Warrant Schedule
 - JP received from Town Accountant Lisa Gabree the latest Expense Warrant Schedule which determines when bills and invoices are paid by the Town.
 - Sandy Pond School Association (SPSA)
 - Irv Rockwood, Vice President of SPSA, has submitted two invoices for payment for the CPA-funded Conditions Assessment:
 - **Spencer & Vogt Group:** \$2919.25 (Invoice # 2016-3085, 10/12/2016).
 - This covers 40% (\$2800) toward completion of the Conditions Assessment along with \$119.25 for ‘reimbursable expenses’.
 - RD moved to approve payment of \$2919.25 to Spencer & Vogt; JG 2nd.
 - Motion approved unanimously and the invoice signed.
 - **David E. Ross Associates:** \$400 retainer (Project # 31619).
 - Also as part of the Conditions Assessment, David E. Ross Associates will be preparing a site plan for SPSA, at an estimated total cost of \$2500.
 - The invoice is for a \$400 retainer for survey services.
 - BAS moved to approve payment of \$400 to David E. Ross Associates; RD 2nd.
 - Motion approved unanimously and the invoice signed.
 - **Old Business**
 - Revision of Application Packet

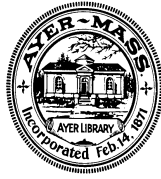


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- Drafts of the 3 documents comprising the revised Application Packet were reviewed and edited:
 - Funding Application Packet;
 - Application for Determination of Eligibility for Community Preservation Funding (formerly the 'Pre-Application');
 - Application for Community Preservation Funding.
- JG will edit the documents in light of comments made during the meeting as well as those received in writing previously from JM.
- JP will then work on the final document to make format changes that incorporate tables into the two application forms.
- CPC will review and vote to approve, or not, the revised packet at its next meeting.
- **New Business**
 - Ayer Housing Authority request for generators
 - JP said the Housing Authority has not yet completed the pre-application request, as had been anticipated, for CPA funding for purchase and installation of 2 generators.
 - One generator will be for the historic Pleasant Street School, now elderly housing.
 - The second will service both the Council on Aging and nearby related buildings on Pond Street.
 - JP has told the Housing Authority that the final application should be accompanied by letters of support from the Historical Commission, Council on Aging, and others, emphasizing the rationale and importance of each generator purchase.
- **Committee Updates**
 - Historical Commission (BES)
 - BES said the Commission will now be putting an item on the Town website monthly entitled "This month in Ayer History."
 - BES will be working on content for these posts, which could reference any point in Ayer's history, recent or past.
 - BES is also working on the 'Devens Centennial Book'.
 - Housing Authority (JP)
 - See above under New Business.
 - JP is also now on the Master Plan Committee's subcommittee for Housing.
 - Parks & Recreation (RD)



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- RD said winter sports programs are now underway using gym facilities at the High School and the Shirley Middle School.
- JP asked about the status of Parks & Rec discussions for creation of a Perimeter Path around Pirone Park (which also abuts the Housing Authority land).
 - She will contact the Chair of Parks & Rec, Jason Mayo.
- Conservation Commission (JG)
 - JG said that Fall Town Meeting (10/24) approved two ConCom Articles:
 - Expansion of the Conservation Administrator position to full-time;
 - Approval of funding for aquatic weed treatments in spring 2017 on Sandy, Flannagan, and Pine Meadow ponds.
 - ConCom will also be working over the winter on revising its wetland bylaw for submission to Spring Town Meeting 2017.
- Planning Board
 - Nothing new to report.
- Open Space & Recreation Plan Update Committee (BAS)
 - BAS said work continues on the editing of the final OSRP draft.
 - IT problems have been encountered with the draft document and BAS is working with the Town's IT professional, Cindy Knox, to overcome these.
 - In addition, the person at DPW with GIS map training has left, so revisions to the maps are incomplete at this point.
 - BAS was also appointed to the Wild & Scenic Committee for the Nashua and Squannacook Rivers.
 - The group hopes to have something ready for vote at Spring Town Meeting in 2018 and will be looking for support from relevant Town committees.
- **7:40 PM – Adjourn Meeting**
 - CPC's Next Meeting: December 7, 6 p.m.
 - BES moved to adjourn; RD 2nd.
 - Motion approved unanimously.