



Town of Ayer
Community Preservation Committee
Town Hall * One Main Street * Ayer, MA 01432
Minutes for 3/14/2018

Location: Town Hall, 1st Floor

Members present: Janet Providakes (JP) [Housing Authority]- Chair, Barry Schwarzel (BES) [Historical Commission], Jess Gugino (JG) [Conservation Commission]- Clerk, Julie Murray (JM) [At Large]

Not present: Beth Suedmeyer (BAS) [At Large], Richard Durand (RD) [Parks & Recreation], Mark Fermanian (MF) [Planning Board]

APAC taped: NO

****NOTE: This meeting was rescheduled from 3/7 due to snow.
CPC's 2/7 meeting was also cancelled due to snow and ice conditions.**

6:02 PM – Open Meeting

- **Approval of Meeting Minutes**
 - BES moved to accept the minutes for 1/3/2018 as written; JM 2nd.
 - Motion approved unanimously.
- **Correspondence/Bills**
 - Community Preservation Coalition: \$875.00, annual membership dues.
 - JM moved to approve payment of \$875.00; JG 2nd.
 - Motion approved unanimously.

NEW BUSINESS

- **Discussion: Sandy Pond School Association (SPSA) Funding Application**
 - Irv Rockwood, Vice President of SPSA, presented the Application for CPC Funding.
 - Previously, Mr. Rockwood presented the “Application for Determination of Eligibility for Community Preservation Funding” at CPC’s 1/3/2018 meeting, where the proposed work was discussed in depth.
 - The Application describes the project’s goal to stabilize, restore, and preserve the basic structural integrity of the nearly 150-year-old historical building.
 - The Schoolhouse is now listed on both the Massachusetts and the National Register of Historic Places.
 - This application covers ‘Phase 1A’ of “Emergency Repair Work” as identified by consultant Spencer & Vogt’s recent CPC-funded “Conditions Assessment & Treatment Plan” (April 2017).
 - At CPC’s recommendation, the funding request and project cost estimates on the Application will be adjusted to include a 15% allowance for unanticipated cost changes.



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- The adjusted total project cost for this Phase is therefore estimated to be \$146,000, while the Application itself asks for \$108,000 in CPC funds.
- Phase IA work consists of:
 - Foundation repair and stabilization (the first step before any other work can be undertaken);
 - Masonry repair;
 - Replacement of the classroom ceiling;
 - Selected priority structural repairs.
- Page 7 of the Application details other funding being sought by SPSA from:
 - The North Central Massachusetts Community Foundation
 - Up to \$20,000.
 - SPSA filed an eligibility request in February but has not heard back from NCMCF yet.
 - The Bruce J. Anderson Foundation
 - Up to \$20,000.
 - Application submitted in February.
- BES asked if the Massachusetts Historical Commission had been apprised of the project.
 - In order to keep the building's National Register status (just given in 2017), the restoration work will need to meet specific State and Federal standards for preservation as a National Historic Landmark.
 - JG asked how the work would be overseen in order to ensure that historical standards are met.
 - Mr. Rockwood said that the project's budget includes hiring an architectural consultant.
 - SPSA would like to hire Spencer & Vogt for this, given their expertise, and noted that they are very tied in to the Massachusetts Historical Commission as well.
 - If the project funding is approved, Mr. Rockwood asked if SPSA could simply hire Spencer & Vogt or if they would again need to attempt to solicit 3 bids.
 - In attempting to meet this requirement for the Conditions Assessment, Mr. Rockwood said they had contacted 13 specialized vendors but only received one bid, from Spencer & Vogt.
 - JP did not think there would be any problem with using Spencer & Vogt again without soliciting other bids.
- JP asked for a motion to support the Application and advance it to a Public Hearing at 6:15 p.m. at CPC's 4/4/2018 meeting.



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- JG so moved; JM 2nd.
 - Motion approved unanimously.
- JP will have the Public Hearing advertised in the newspaper as required.
- Mr. Rockwood will amend the Application's funding request, as noted above, and append Letters of Support received from the Board of Selectmen, Ayer Cultural Council, and Ayer Historical Commission.
- JG asked that the amended Application be posted on CPC's Town website for public viewing.
- Ruth Rhonemus, of the Ayer Historical Commission, asked that the Town Clerk's office also have a hard copy of the Application for interested residents to view prior to the Public Hearing.

OLD BUSINESS

- **Discussion: CPC "Success Stories"**
 - JP asked that members keep working on their assignments and to circulate their work to everyone on the Committee via email when ready.
 - If there is time, CPC will discuss them at the April meeting.
- **Discussion: CPC 5 Year Plan – Scope of Work**
 - JP is waiting for editing feedback from BAS on the Scope of Work.
- **Discussion: Conservation Fund**
 - JP attended the 2/8 meeting of the Conservation Commission where the development of Policies & Procedures to administer the Fund was discussed.
 - Based on that discussion, JG said the Conservation Administrator has prepared a draft document for review at one of the Commission's upcoming meetings.
 - JP will also try to attend.
- **Announcements**
 - JP read an announcement that language changes to the Community Preservation Act (CPA) are being contemplated.
 - Currently the statute does not allow CPA funds to be used for maintenance, including under the "Housing" category.
 - The language change being contemplated would be to allow CPA funds to be used by local Housing Authorities for "extraordinary maintenance, betterments and equipment."
 - This language change may be included in an Economic Development bill to be filed shortly.



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- **7:00 PM – Adjourn Meeting**
 - CPC's next meeting: 4/4/2018, 6 p.m.
 - JG moved to adjourn; JM 2nd.
 - Motion approved unanimously.

Minutes Recorded and Submitted by Jessica G. Gugino, Clerk

Date Minutes Approved by Community Preservation Committee:

4/4/2018

Signature Indicating Approval:

Jessica G. Gugino