



**Town of Ayer**  
**Community Preservation Committee**  
Town Hall \* One Main Street \* Ayer, MA 01432  
Minutes for 12/6/2017

Location: Town Hall, 1<sup>st</sup> Floor, Small Meeting Room

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

Not present: Mark Fermanian (MF) [Planning Board],

APAC taped: NO

**6:05 PM – Open Meeting**

- **Approval of Meeting Minutes**

- BES moved to approve the minutes for 11/1/2017 as amended; RD 2<sup>nd</sup>.
  - Motion approved 4-0 (JM abstained, having not been present on 11/1; BAS not yet arrived)

- **Correspondence / Bills**

- Legal Notices for Public Hearings held 10/18 for Fire Station roof project and for establishment of a Conservation Fund
  - Lowell Sun: \$890.88, legal notices published twice each in The Lowell Sun, 10/4 and 10/11.
    - JG moved to approve payment of \$890.88; JM 2<sup>nd</sup>.
      - Motion approved unanimously.
- Pleasant Street School Generator Project
  - Nangle Engineering, Inc.: \$6360, for design work (Invoice # 17147, 9/27/2017).
    - BES moved to approve payment of \$6360; RD 2<sup>nd</sup>.
      - Motion approved unanimously.
  - Nangle Engineering, Inc.: \$2790, for rest of design, bid, and award (Invoice # 17165, 11/28/17).
    - RD moved to approve payment of \$2790; JG 2<sup>nd</sup>.
      - Motion approved unanimously.

- **OLD BUSINESS**

- **Discussion: Grant Agreement for Historic Ayer Central Fire Station Roof and Cupola Project**

- Edits have been made to the draft Agreement.



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- BES moved to approve the draft and forward it to Alan Manoian, Director of Community & Economic Development, for signing; RD 2<sup>nd</sup>.
  - Motion approved unanimously.

• **NEW BUSINESS**

- **Discussion: Boards and Commissioners training session**
  - JP represented both CPC and Ayer Housing Authority at a training session, on 11/28,2017, held in Boston by the State.
  - She will circulate an informational flyer from the session once the State puts it on line.
- **Discussion: CPC Success Stories**
  - JP has compiled a list from the Community Preservation Coalition's database of all of the CPC-funded projects approved by the Town since the formation of the CPC in 2001.
  - JP has prepared blurbs with accompanying photos for a few of them, for use in a CPC informational brochure as well as for use on social media, such as CPC's website and the Town's Facebook page.
  - JP asked CPC members to help in preparing these blurbs and the list was divvied up accordingly.
    - Where possible, the blurbs will be grouped according to the CPA categories: Historic, Housing, Open Space, and Parks & Recreation.
  - CPC projects, fully or partially funded, through the years include:
    - restoration of the Town Hall roof (2005) and installation of the Town Hall emergency generator (2011);
    - Pleasant Street School emergency generator (2017);
    - Sandy Pond School Association's Conditions Assessment (2016)
    - construction of Habitat for Humanity houses (2004, Shirley Street; 2014, Central Avenue);
    - historic resources inventory for Historic Commission (2001);
    - renovation and affordable housing associated with the Pleasant Street School/Ayer Elderly Housing Partnership (2007) and adjacent pocket park (2011);
    - historical restoration of the Fletcher (Nutting) Building (2011);
    - Greenway Committee projects (signs, kiosks, trail work, etc.);



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- Open Space purchase of the Tooker property (2009);
  - pond management projects, including invasive weed control, support for the Pond & Dam Management Committee, support for the Geosyntec biological survey and assessment of Ayer's ponds (2011, 2014);
  - Paige-Hilltop School fence (2002);
  - establishment of a Conservation Fund (2017);
  - Sandy Pond Town Beach projects, including ADA compliance (2002, 2003, 2005);
  - restoration of historic Fire Department photos (2015);
  - funding in support of Open Space & Recreation Plan update (2015);
  - Pirone Park projects for irrigation (2005) and perimeter path (in process, 2017);
  - community dog park (in process, 2017);
  - historical renovation of Central Fire Station roof/cupola (in process, 2017).
- Should CPC ask the Town to approve a hike in the CPA surcharge from 1% to 3% (which was where Ayer CPC began in 2001), these blurbs will be useful for informing residents as to how their contributions to the CPC are used.
    - (Note: the higher surcharge of 3% results in a larger percentage support of matching funds from the State.)
    - To date, CPC has spent approximately \$2.2 million on these varied community projects.
  - JP asked for each member to have their blurbs prepared by the time of CPC's February 2018 meeting.
- **Committee Updates**
    - Historical Commission (BES)
      - BES had nothing new to report.
    - Housing Authority (JP)
      - JP had nothing new to report.
    - Parks & Recreation (RD)
      - RD noted that the basketball program is now in full swing.
    - Conservation Commission (JG)
      - JG said the Commission just had a new member appointed to fill its vacancy;



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- Planning Board
  - No one present to report.
- Open Space & Recreation Plan Update Committee (BAS)
  - BAS said the Committee is meeting next week and will be holding a Public Hearing to review the draft in January.
- **7:11 PM – Adjourn Meeting**
  - CPC's Next Meeting: January 3, 2018, 6 p.m.
  - JG moved to adjourn; JM 2<sup>nd</sup>.
    - Motion approved unanimously.

**Minutes Recorded and Submitted by Jessica G. Gugino, Clerk**

**Date Minutes Approved by Community Preservation Committee:**

1/3/2018

**Signature Indicating Approval:**

*Jessica G. Gugino*