



**Town of Ayer**  
**Community Preservation Committee**  
Town Hall \* One Main Street \* Ayer, MA 01432  
Minutes for 10/6/2021

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

Members present: Janet Providakes (JP) [Housing Authority]- Chair, Julie Murray (JUM) [Planning Board] – Vice-Chair, Beth Suedmeyer (BAS) [At Large], Jason Mayo (JAM) [Parks & Recreation], Jess Gugino (JG) [Conservation Commission]- Clerk, Colleen Krieser (CK)[At Large]

Not present: Barry Schwarzel (BES) [Historical Commission]

APAC taped: YES

**7:03 PM – Open Meeting**

- JP noted that the public can participate via Zoom, but as of Oct. 1, most Town meetings will not be live broadcast as well.
- **Confirmation of the Agenda**
  - JUM moved to confirm the agenda as posted; CK 2<sup>nd</sup>.
    - Motion approved unanimously by Roll Call Vote 6-0.
- **Approval of Meeting Minutes**
  - CK moved to accept the minutes for 9/8/2021 as written; JUM 2<sup>nd</sup>.
    - Motion approved unanimously by Roll Call Vote 6-0.
- **Public Hearing: Application for \$300,000 CPA Funding: Ayer Shirley Regional School District (ASRSD) – Athletic Field Project**
  - Dan Gleason, a former member of the School Committee and now a member of an advisory committee for ASRSD, presented the application, via Zoom, for CPA funding of the Athletic Field Project.
    - This was also previously discussed at length at CPC's 7/7 and 9/8/2021 meetings.
  - Mr. Gleason gave a Power Point presentation of the project to upgrade the athletic fields, the original facility having been built in 1964.
    - The field project will help ASRSD retain student athletes.
    - In 2018, Ayer voters approved a debt exclusion article to fund the project, but Shirley voters did not do the same until this year, 2021.
      - Shirley voters having done so, the project will now move forward.
    - Based on a 5-year rolling average of "foundation enrollment," Ayer will fund 56% (\$2.9 million) of the \$5.2 million project and Shirley will fund the remaining 44%.
      - This application for \$300,000 in CPA funding will, if approved, only apply to the Ayer share of the project and will thereby reduce somewhat the tax burden only on Ayer residents.



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- Shirley's cost obligation for the project will remain unchanged by this application.
  - The tax impact would be spread over a 15-year bond.
- Mr. Gleason provided an overview of the entire project that comprises new construction and/or improvements to fields used for football (with synthetic turf), soccer, lacrosse, and baseball.
  - Storage units, a press box, ADA-accessible bleachers, environmentally sound "Dark Sky" compliant LED lighting, a support building, ticket booth, new backstop netting, and a retaining wall are also part of the overall project.
  - A separate donation from the Norton Family Foundation will be used toward the support building which will include a concession stand and public restrooms.
- Given legal limitations, the application for \$300,000 in CPA funding will, if approved, be limited to funding the Ayer portion of the track component whose total cost is approximately \$800,000.
  - Since the track component does not involve the use of synthetic turf, and since it will be usable by Ayer residents when not in use by the school – therefore "active recreation" – this is a legitimate use of CPA funding and, if approved, will be drawn from CPC's "Open Space" category of funds.
- The track circling the football field will include numerous design details, especially in the "D" areas, in addition to the 400-meter running track: areas for long/triple jump, shotput, discus, high jump; a practice throwing pad; a runway for rubber-tipped javelin as well as a runway for regular-tipped.
  - The javelin runway will also provide ASRSD students with the new capability to add pole vault events.
- Design and construction details are in the process of being finalized and the project is scheduled to go out to bid at the beginning of 2022.
  - The goal is to begin construction at the beginning of April 2022.
  - If all goes as scheduled, the track and field construction is to be completed by mid-August, with the project as whole completed by mid-October 2022.
- Letters of support for the project have been received from:
  - Dr. Mary Malone, former ASRSD Superintendent and current Field Project Committee Chair;
  - Steven Kendall, ASRSD Athletic Director and K-12 Health and Wellness Curriculum Coordinator;



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- Scott Houde, Ayer Select Board;
  - Robert Pontbriand, Ayer Town Manager;
  - Ayer Parks Board.
  - JP said these letters will be available for review in the Town Clerk's office by Friday,
- Town Accountant Lisa Gabree provided figures for Mr. Gleason calculating the impact of a \$300,000 CPA grant to reducing the burden for Ayer taxpayers.
  - This would amount on average to a \$5-7 reduction per year by 2024.
- JP said that a Memo of Understanding is being reviewed by Town Counsel and the Town Manager to ensure that Ayer residents can have use of the athletic fields and track when not in use by the school.
- Mr. Gleason said he did not think the project needed to go before the Planning Board for the site plan review scheduled for later in October, just the Building Inspector, but he would check on this.
- BAS moved that CPC vote to support the project with a \$300,000 CPA grant for use on the track, and to advance it to a Town Meeting Vote on October 25; CK 2<sup>nd</sup>.
  - Motion approved unanimously by Roll Call Vote 6-0.
  - Mr. Gleason will be prepared to do a short presentation and answer questions at Fall Town Meeting.
- BAS moved to close the Public Hearing; CK 2<sup>nd</sup>.
  - Motion approved unanimously by Roll Call Vote 6-0.
- **Public Hearing: Application for \$21,000 CPA Funding: Update of 5-Year Community Preservation Plan (CPP)**
  - CPC needs to update its 5 year plan, the last one having been done for the 2009-2014 period.
    - JP explained that with the updated Master Plan underway 2017-2018, and the updated Open Space & Recreation Plan finalized in 2019, CPC had held off on updating its CPP until now.
  - Earlier this year, CPC revised its Scope of Work for a new CPP and send it out to bid.
    - Initially 2 bids were received, one from the Community Opportunities Group Inc. (COG), and the other from J. M. Goldson.
    - COG later withdrew its bid due to loss of staff, and CPC is therefore going with the bid from J. M. Goldson.



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- Ms. Goldson was the consultant who previously prepared the 2009-2014 CPP.
- The \$21,000 for this project, if approved, will be taken from CPC's Undesignated Reserve.
- There being no questions, CK moved that CPC vote to support the project and advance it to a Town Meeting vote on October 25; BAS 2<sup>nd</sup>.
  - Motion approved unanimously by Roll Call Vote 6-0.
  - Resident Pauline Conley asked that the Scope of Work be made available to the public on the Town website.
- JG moved to close the Public Hearing; JUM 2<sup>nd</sup>.
  - Motion approved unanimously by Roll Call Vote 6-0.
- **Approval of Warrant Articles for Fall Town Meeting, October 25, 2021**
  - JP had to submit the Warrant Articles for the two previous Public Hearings by Oct. 1, with the understanding that CPC still needed to vote on the applications as well as the Warrant Articles themselves.
  - With that, JP then read the Warrant Articles previously submitted.
    - JG moved to accept the Warrant Article as written for the ASRSD Athletic Field Project; CK 2<sup>nd</sup>.
      - Motion approved unanimously by Roll Call Vote 6-0.
    - Regarding updating the CPP 5-Year Plan, BAS asked that JP see if the Warrant Article can be amended to read "Community Preservation Plan" rather than "Community Production Plan."
      - JP will see if this is still possible.
      - BAS moved to accept the Warrant Article for the 5-Year CPP, as amended if possible; CK 2<sup>nd</sup>.
        - Motion approved unanimously by Roll Call Vote 6-0.
- **Committee Updates**
  - Historical Commission (BES)
    - JP received an email from Samantha, at the Library.
      - The library will be applying for CPA funds to enable them to archive historical documents (e.g. The Public Spirit, etc.) online.
  - Housing Authority (JP)
    - JP noted that at the Select Board meeting on 10/5, an Ayer resident brought up the need for affordable housing for those categorized as "extremely low income," not just "low income."
      - The Housing Trust and the Affordable Housing Committee will likely discuss this as well at a joint meeting to be held on 10/13.



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- BAS observed that for housing projects where CPA funds were used, CPC could stipulate that funds be directed to provide extremely low income housing.
- Affordable Housing Committee (CK)
  - CK said the Committee just elected its officers and is now working on a rental assistance program.
- Parks & Recreation (JAM)
  - JAM said the DPW has been helping Parks to formulate an RFP (Request for Proposals) to do a remediation study for Pirone Park.
    - This will help them identify what needs to be done and get an idea of what it would cost to do that.
  - JP reiterated that CPA funds can be used for remediation.
  - BAS noted that Parks grants at the State level used to have a population threshold which may no longer apply.
    - With the updated Open Space & Recreation Plan, the Town could now be eligible for Parks grants, and CPA funds could be used as matching funds.
- Conservation Commission (JG)
  - ConCom will have a Fertilizer Use Bylaw on the Warrant for Fall Town Meeting on Oct. 25.
  - ConCom is also having a new 'beaver deceiver' (aka flow control device) installed at the inlet to Shaker Mill Pond.
- Planning Board (JUM)
  - The Planning Board is currently working on Site Plan Review for 60 Central Avenue.
- Nashua, Squannacook and Nissitissit Rivers Wild & Scenic Stewardship Council (BAS)
  - They are exploring the possibility of creating a trail along the Nashua River and other possible improvements to the Macpherson and Bishop roads area.
- **8:22 PM – Adjourn Meeting**
  - CPC's Next Remote Meeting: November 3, 7 p.m.
  - JG moved to adjourn; CK 2<sup>nd</sup>.
    - Motion approved unanimously.

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

**Date / Signature Indicating Approval:**

11/3/2021