



Town of Ayer
Community Preservation Committee
Town Hall * One Main Street * Ayer, MA 01432
Minutes for 5/2/2018

Location: Town Hall, 1st Floor

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

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

APAC taped: NO

6:05 PM – Open Meeting

- **Approval of Meeting Minutes**

- In reviewing the minutes for 4/4/2018, JP made some edits.
- In reference to the item where Ruth Rhonemus questioned whether the historical preservation category of CPC funds had enough to cover the \$108,000 being requested for the Sandy Pond School Association restoration project, JP found Ms. Rhonemus to have been correct.
 - The Spring Town Meeting Warrant for 5/14/2018 therefore contains an additional article, Article 27, for the transfer of \$108,000 from the Undesignated Fund Balance, General Fund Category, into the Historical Resource Category.
- RD moved to accept the minutes for 4/4/2018 as amended; JM 2nd.
 - Motion approved unanimously.

- **Correspondence and Bills**

- JP received an email from Town Accountant Lisa Gabree that invoices for payment are now being submitted for the Pirone Park Perimeter Path project (approved under Article 28, Spring Town Meeting, May 2017).
 - Ms. Gabree noted that one of the invoices submitted (the first, below) is partially paid for under a separate grant account (01651-58600), thereby expending that original design grant for the project (not from CPC funds).
- LandTech Consultants: \$2800.00, for preparation of a Notice of Intent (NOI) filing for ConCom.
 - As noted above, \$1600 of this invoice is paid for under non-CPC account 01651-58600.
 - The remaining portion, \$1200, is now to be paid under the 2017 CPC grant (account 23018-58100).
 - JP briefly contacted Ayer Parks Director Jeff Thomas about this to clear up some confusion.
 - RD moved to approve payment of \$1200, out of \$2800, from the Pirone Park Perimeter Path project/Article 28 (STM 2017); JM 2nd.
 - Motion approved unanimously.



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- LandTech Consultants: \$260.00, for attendance at ConCom NOI meeting.
 - BAS moved to approve payment of \$260.00 from the Pirone Park Perimeter Path project/Article 28 (STM 2017); RD 2nd.
 - Motion approved unanimously.
- SunMedia: \$234.22, for two Public Hearing notices that ran in the Nashoba Valley Voice on 3/23 and 3/30/2018 for the Sandy Pond School restoration project.
 - BAS moved to approve payment of \$234.22; JM 2nd.
 - Motion approved unanimously.

OLD BUSINESS

- **Sandy Pond School Restoration and Preservation Project Phase I**
 - Questions were raised at the 4/4/18 Public Hearing, during discussion of the project with Lynne Spencer, of Spencer, Sullivan & Vogt.
 - JP received the answers from Town Administrator Robert Pontbriand:
 - The project does not need to issue an RFP; 3 quotes will suffice.
 - A nonprofit is not restricted to hiring at prevailing wages.
 - As for using the dead-end street behind the schoolhouse for parking, or turning the grounds into a pocket park, Mr. Pontbriand said this could be discussed further after the upcoming Town Meeting.
 - Discussion of use of an easement, etc., could be held with Mr. Pontbriand and SPSA.
 - Mr. Pontbriand is also planning to attend CPC's 6/6/18 meeting.
- **CPC Five-Year-Plan**
 - JP will confirm with the CPA Coalition that it is not a legal requirement for CPC to have a formal plan.
 - In discussion with Mr. Pontbriand, this is perhaps a project that could be done informally, such as updating the previous plan, by internal staff.
 - BAS noted CPC would have to hold public meetings on such an update.
- **Conservation Fund**
 - JP will be ready to speak in support of the Spring Town Meeting Warrant Article 18 asking for the transfer of \$5000 from Free Cash into the Fund.
 - It's a very small amount, but Mr. Pontbriand has indicated he plans to ask for more at Fall Town Meeting.
- **NEW BUSINESS**
 - JP received an email from the School Committee.
 - They may be at CPC's 6/6 meeting to discuss a possible application for funding of a new athletic field for the high school.



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- **Committee Updates**

- Historical Commission (BES)

- JP distributed flyers received earlier from BES detailing the Town's Freedoms Way program being held on Saturday, 5/5.
 - Community and Economic Development Director Alan Manoian will be giving a walking tour on "Camp Devens and Ayer of 1917."

- Housing Authority (JP)

- Ayer Housing recently held a well-received cookout, catered by Tiny's.

- Parks & Recreation (RD)

- Work on the perimeter path at Pirone Park is now underway.
 - The Town Beach will be opening on Memorial Day weekend, for weekends only, and then fulltime once school is out.

- Conservation Commission (JG)

- ConCom is near completion of drafting Policies & Procedures for administration of the new Conservation Fund.

- Planning Board

- Hearty congratulations were extended to JM who, via write-in votes, was recently elected to the Planning Board.
 - As Mark Fermanian is no longer on the Planning Board, a new representative from that Board for CPC will need to be appointed.
 - JM is willing to become the PB rep if no one else is interested.

- Open Space & Recreation Plan Update Committee (BAS)

- The OSRP has been submitted to the State for comment.
 - A forum tomorrow night (5/3) will provide information about the upcoming STM Article 31, "Nashua River Wild and Scenic Designation."
 - BAS is on the Nashua River Wild and Scenic River Study Committee.

- **7:00 PM – Adjourn Meeting**

- CPC's Next Meeting: June 6, 6 p.m.

- If possible, and if there is no urgent correspondence or bills to attend to, CPC may skip one of its summer (July or August) meetings.

- RD moved to adjourn; BAS 2nd.

- Motion approved unanimously.

Minutes Recorded and Submitted by Jessica G. Gugino, Clerk

Date Minutes Approved by Community Preservation Committee: 6/6/2018

Signature Indicating Approval: Jessica G. Gugino