



**Town of Ayer**  
**Community Preservation Committee**  
Town Hall \* One Main Street \* Ayer, MA 01432  
Minutes for 7/5/2017

RECEIVED  
TOWN CLERK  
TOWN OF AYER

2017 AUG 25 PM 12:16

*Mrs. C. Opland*

Location: Town Hall, 1<sup>st</sup> 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], Julie Murray (JM) [At Large]

APAC taped: NO

**6:04 PM – Open Meeting**

- **Approval of Meeting Minutes**
  - JM moved to accept the minutes for 6/7/2017 as written; BAS 2<sup>nd</sup>.
    - Motion approved 4-0 (MF, BES abstained; RD not yet present).
- **Correspondence / Announcements**
  - JP has received the signed/notarized versions of two of the three recent CPC Grant Agreements –Pirone Park Perimeter Path, and Pleasant Street School Generator.
- **Discussion: CPC Application Forms**
  - MF moved to accept the revised CPC application forms and instructions; BES 2<sup>nd</sup>.
    - Motion approved unanimously.
  - JP will contact Cindy Knox for posting the revised documents to the Town website, and will also copy Town Administrator Robert Pontbriand.
- **Discussion: Open Space Opportunity Properties**
  - No news to report on either Emily's Way or Ayer Solar II.
- **Discussion: Community Preservation 5-Year Plan**
  - JP is still looking for a third name of a vendor to contact (in addition to Jen Goldson, who did the 2010-2014 Plan, and the Community Opportunities Group).
    - BAS may be able to provide one.
  - JP will also ask Mr. Pontbriand if CPC needs to issue a Request for Proposals (RFP) for this.
- **Discussion: Establishment of Conservation Fund**
  - JP plans to talk to Mr. Pontbriand about the feasibility of establishing such a fund to allow the Town to move more quickly and flexibly on potential property acquisition opportunities.
  - It was assumed that parameters for use of such a fund, and the mechanism for how it could be used, would be set at Town Meeting after a full Public Hearing process.
    - A Town Meeting vote would be needed to establish such a fund any way.



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- The Town of Groton, for example, has given its Conservation Commission the authority to use money in its Conservation Fund without having to delay matters by going to Town Meeting.
- JP will check with the Community Preservation Coalition for guidance on establishing a Conservation Fund, and CPC will move forward with exploring this process.
- **Discussion: CPC Brochure**
  - In discussion with Town Accountant Lisa Gabree, JP said it would be a good idea for CPC to create a brochure, complete with photos of past Ayer CPC-funded projects.
  - If CPC proceeds with going to a future Town Meeting with a warrant article seeking to increase the CPA surcharge from 1% to 2% or 3%, this brochure would serve as a marketing tool to Town residents, showing how their CPA contributions are used to the Town's benefit.
    - BAS strongly suggested that if Ayer CPC asks for a surcharge increase, that it ask for 3% rather than 2%.
      - At a 3% 'buy-in', the State's formula for its contribution of matching funds, increases significantly.
  - JP will also consult with Mr. Pontbriand for Town input on such a request.
- **Committee Updates**
  - Historical Commission (BES)
    - BES said the Commission expects the bronze plaque it ordered for the WCTU fountain to be ready within the next 4-6 weeks.
  - Housing Authority (JP)
    - JP said the Housing Authority will not be meeting again until September.
  - Parks & Recreation (RD)
    - RD said Parks & Recreation is in the process of getting ready to begin work on the Pirone Park Perimeter Path, as well as a new barn for the department, and participation with DPW for construction of the Community Dog Park.
  - Conservation Commission (JG)
    - JG said ConCom now has a job opening for a new Conservation Administrator.
    - ConCom also said at its 6/8 meeting that it would agree to at least sponsor an application for CPC funds for Open Space purchase at Emily's Way, in the event that a viable purchase price were to be negotiated.
    - ConCom is awaiting the outside consultant review of the Notice of Intent application for Ayer Solar II.



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- It was noted that the ZBA meeting on 7/19 will take up an appeal by neighbors questioning the Building Inspector's opinion that there was no need for a Site Plan Review by the Planning Board on this project.
- Planning Board
  - MF said there are no new applications before the Planning Board, but that they, too, would be discussing the lack of need for a Site Plan Review regarding Ayer Solar II.
- Open Space & Recreation Plan Update Committee (BAS)
  - BAS said OSRP would be meeting the following Monday (7/10), working on final revisions to the draft plan.
  - Alan Manoian, Director of Community & Economic Development, and representative(s) as well as the consultant from the Master Plan Committee, have been invited to attend.
- **Informal Discussion: East Main Street Gazebo**
  - Ruth Rhonemus, an Historical Commission member in the audience, brought up her conversation with resident and former Selectman Frank Maxant asking if the Town could either purchase development rights to the land on which the gazebo is located or move the gazebo itself to Town property.
    - It was thought that the gazebo is not in a sturdy enough condition to allow for its relocation, nor is it an historically significant structure.
    - As for purchasing development rights, the owner of the property would have to come forward to offer the property to the Town for purchase.
      - CPC cannot initiate such a move.
- **6:52 PM – Adjourn Meeting**
  - CPC's Next Meeting: August 2, 6 p.m.
  - MF 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: \_\_\_\_\_

8/2/2017

Signature Indicating Approval: \_\_\_\_\_

*Jessica G. Gugino*