



Town of Ayer
Community Preservation Committee
Town Hall * One Main Street * Ayer, MA 01432
Minutes for 6/6/2018

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AUG 10 2018

TOWN OF AYER
TOWN CLERK

Dunne/Opeland

Location: Town Hall, 1st Floor

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) [Planning Board]

Not present: Vacancy [At Large]

APAC taped: NO

7:31 PM – Open Meeting

- **Approval of Meeting Minutes**

- JM moved to accept the minutes for 5/2/2018 as written; RD 2nd.
 - Motion approved 5-0 (BES abstained; BAS arrived after this vote).

- **Correspondence and Bills**

- Two bills were received from Ayer Housing Authority, for the Pleasant Street School Generator project.
 - \$120,000 was approved for this by vote of Spring Town Meeting 2017.
- Nangle Engineering Inc.: \$1394.75, for construction administrative work.
 - Invoice # 18099, 5/8/2018.
 - RD moved to approve payment of \$1394.75; JM 2nd.
 - Motion approved unanimously.
- Sacca Electric LLC: \$26,564.38, for work related to generator installation.
 - Job 0198, invoice dated 6/4/2018.
 - JP will advise Ayer Housing that more detail needs to be included re activities covered by bill.
 - BES moved to approve payment of \$26,564.38; RD 2nd.
 - Motion approved unanimously.

OLD BUSINESS

- **Conservation Fund – Review of Conservation Commission’s draft “Policies and Procedures”**

- JP represented CPC at the Commission’s 5/24/2018 meeting where the Policies and Procedures document was edited.
 - BAS sent an email on 5/24 with written comments requesting CPC be allowed to review the draft at its next meeting prior to its finalization by ConCom.
- The current draft was reviewed and edited by CPC.
- BAS explained her reason for asking that use of the Fund for due diligence be removed from the Policies and Procedures document.



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- BAS maintains that *any* expenditure of money from the Fund by ConCom, including for due diligence, requires Public Hearings.
- If this is the case, then Hearings would need to be held in order for money to be used for due diligence, and then again if a land purchase or conservation project were negotiated for potential ConCom approval – essentially creating the need for two funding cycles.
- This could greatly extend the time frame for consideration of Fund use, whereas the Fund was created to allow a more expedient response on the part of the Town for land acquisition.
- JG will speak to Town Manager Robert Pontbriand about whether the Fund could be used by ConCom for due diligence without the requirement of a Public Hearing.
- BAS said due diligence could be paid for by other means (i.e. CPC's administrative funds or the Board of Selectmen).
- Other suggested edits from BAS:
 - re the Purpose paragraph:
 - that it include that any expenditure of the Fund must result in permanent protection for conservation purposes, per MGL Ch. 40, section 8c.
 - re the section under Uses of the Fund:
 - “For technical assistance including site work, appraisals, legal assistance, and land surveys to landowners who want to permanently protect natural, scenic, or recreational resources important to the Town of Ayer. Funds used for these purposes shall be reimbursed to the Fund by the landowner if the conservation objective is not achieved.”
 - If coverage of due diligence, as above, is allowed, then BAS suggested two amendments to this passage:
 - Inclusion of the phrase that ConCom ‘reserves the right’ to require reimbursement.
 - It is her experience that a mandatory reimbursement requirement, without qualification, may discourage applications for land sale where there is already existing financial hardship.
 - Inclusion of the sentence “Funds for due diligence may be available from other sources.”
- re #5 of the section on the Review Process:
 - “If the project meets the guidelines and a price has been agreed upon, the Commission will hold two Public Hearings regarding the project within a 21 day period.”



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- that the document specify what triggers the 21 day period
- JP stated her thanks that the Commission was including CPC input in the process of drafting its Policies and Procedures.

NEW BUSINESS

- **Review of Sandy Pond School Association (SPSA) Grant Agreement**
 - The draft document was reviewed and edited.
 - A new term/condition was added that specifies that the design plans need to be reviewed by the Historical Commission prior to commencement of construction.
- **Committee Updates**
 - Historical Commission (BES)
 - Freedom's Way's 5/5 Hidden Treasures program in Ayer, on Camp Devens and the Town, was well attended.
 - BES did a segment for APAC's "20 Minutes" show on the closing of the Laggis menswear store after 3 generations of Laggis family management.
 - The segment may be viewed on the APAC (Ayer Public Access Corporation) website, ayerpac.org.
 - Housing Authority (JP)
 - JP will be Chair of the Housing Authority for another year.
 - Parks & Recreation (RD)
 - There hasn't been a meeting lately, but RD said the Town Beach is now open, and summer camps have been set up.
 - Conservation Commission (JG)
 - ConCom is overseeing the 2018 pond weed management treatments for Sandy, Flannagan and Pine Meadow ponds.
 - The next treatment is scheduled for 6/7.
 - JG noted that the pond levels will be going down soon temporarily as the DPW needs to repair a water main on Snake Hill Road.
 - The DPW will need to have the boards removed from Balch Dam during this work.
 - Planning Board
 - JM is the new Planning Board representative!
 - The Planning Board recently reviewed the almost-final Master Plan, and is also working on a draft of Site Plan Regulations.
 - Open Space & Recreation Plan Update Committee (BAS)
 - The Department of Conservation & Recreation (DCR) has largely approved the submitted Open Space & Recreation Plan.



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- DCR still had comments and requested changes that will have to be made to the document before its final acceptance.
- In the meantime, however, this provisional approval means that the Town is now eligible to apply for State grants.
 - If the Town were to be awarded a grant, it could not receive the funds until DCR's final comments are resolved.
- Regarding the Wild and Scenic designation for the Nashua River, all eleven involved communities, including Ayer, voted this spring to approve the designation and adaptation of the management plan.
 - The next step is for the National Park Service to submit to Congress.
- **Other Miscellaneous**
 - Transfer Station
 - JP said that the Transfer Station hours were discussed at the Board of Selectmen meeting on 6/5.
 - The current summer hours (6 a.m. to 2 p.m.) were questioned at Spring Town Meeting.
 - A survey will be posted on the Town website soliciting resident feedback.
 - CPC Meeting Schedule
 - CPC's next meeting would fall on July 4, and therefore will be cancelled.
 - If something urgent comes up, JP will schedule a meeting later in July, but otherwise CPC's next meeting will be in August.
 - CPC At Large Vacancy
 - With JM now the Planning Board representative, this opens up an At Large vacancy.
 - Resident Colleen Krieser is interested in this position and was present at tonight's meeting.
 - Ms. Krieser plans to submit a letter of interest to the BOS; JP will then submit a letter of CPC support.
- **8:43 PM – Adjourn Meeting**
 - CPC's Next Meeting: August 1, 2018, 6 p.m.
 - BES moved to adjourn; JM 2nd.
 - Motion approved unanimously.

Minutes Recorded and Submitted by Jessica G. Gugino, Clerk
Date Minutes Approved by Community Preservation Committee: 8/1/2018

Signature Indicating Approval: