



TOWN OF TEWKSBURY COMMUNITY PRESERVATION COMMITTEE

Meeting Minutes January 8, 2014

The meeting was called to order at 7:03 p.m. by Nancy Reed, Chair. Present were Thomas Churchill, Richard Montuori, and Linda Brabant. Also in attendance was Steve Sadwick, Director of Community Development, and Melissa Johnson, Recording Secretary.

Steve Deackoff, Donna Pelczar, and Doug Sears were not present.

Also present was resident Karen Sliva.

1) Approval of Meeting Minutes – October 9, 2013

MOTION: Ms. Brabant made the motion to approve the October 9, 2013 meeting minutes as presented; seconded by Mr. Montuori and the motion carried 4-0.

2) New Proposals:

a. Wamesit Indian Park Rehab.

Ms. Reed explained that this project was started by the Planning Board with funds that were donated by Walmart. Approximately \$5,000.00 has been used for design work. When the project was put out to bid, the bids came in higher than what was anticipated and there is only \$20,000.00 remaining to work with. It was suggested to use CPA funds to help fund the remainder of the project; an additional \$66,960.00 is needed. Mr. Sadwick has drafted a proposal for the project with an approximate project total of \$92,000.00. Mr. Sadwick explained that the proposal was done based on the three bids that were received. Mr. Sadwick noted that when he visited the site with the architect and the DPW Superintendent, it was determined that curbing will be essential to protecting the property as large trucks frequently park in this area.

Ms. Brabant asked how often the statute will need to be restored. Ms. Reed explained that if the statute is maintained properly it should not need to be restored. A specialist was hired to clean the statute and he also trained some of the DPW staff on how to maintain the statute.

Mr. Montuori suggested building a contingency in to the proposal in the event unanticipated items arise. Ms. Reed suggested \$70,000.00 be used from the Open Space Recreation account.

MOTION: Ms. Brabant made the motion to approve the application for the Wamesit Indian Park Rehabilitation project in the amount of \$70,000.00; seconded by Mr. Churchill and the motion carried 4-0.

b. Muster Park Rehab.

Mrs. Reed explained that this project would be in anticipation of the cell tower being moved; the funds would be used to maintain the statute and clean up the surrounding park. The park is located in front of the South Street fire station. Mr. Sadwick noted that \$75,000.00 may be high as this park is much smaller than the Wamesit Indian Park. Mr. Montuori suggested keeping the amount at \$75,000.00 and adjusting it before town meeting.

MOTION: Ms. Brabant made the motion to approve the application for the Muster Park Rehabilitation project in the amount of \$75,000.00; seconded by Mr. Churchill and the motion carried 4-0.

c. 107 Pleasant Street – Henry E. Prescott Home Preservation Restriction

Mrs. Reed noted that this home is located next to the Center School. Mr. Montuori explained that there was initial discussion on purchasing the home as it is historic. However, a large addition was put on and would have to be removed to preserve the homes historic essence.

Mrs. Reed noted that the owners of the home have not made a proposal to the CPC and Mr. Montuori confirmed this and explained that the homeowners may not even be interested in the historic preservation of the home. Mr. Sadwick will reach out to the home owners to explain that the town is not interested in purchasing the home and that if they would like to do a historic preservation they need to make an application to the CPC. Mr. Montuori suggested tabling this item to a future date.

d. 379 Pleasant Street – Marshall House Preservation Restriction

Mr. Sadwick explained that Marc Ginsburg is looking to purchase this home and is proposing a development behind it. Mr. Ginsburg would like to restore the home to its original condition and has made an application to This Old House to have them do the restoration. Mr. Ginsburg did not make the application to the CPC; however, Mr. Montuori explained that Mr. Ginsburg is still obtaining the necessary information to do the project and is interested in the restoration.

Mrs. Reed noted that there is only one other home in town that has a historic preservation and that there may be one other home in town that is older than the Marshall House.

MOTION: Mr. Churchill made the motion to approve the project application for 379 Pleasant Street, Marshall House Preservation Restriction in the amount of \$100,000.00; seconded by Ms. Brabant and the motion carried 4-0.

e. Melvin Rogers Park

Ms. Reed explained that there have been various discussions about Rogers Park and clearing it out for recreational purposes. There is currently no public access or parking. Mr. Montuori explained that this park will be addressed in the spring/summer. Mr. Montuori has had discussions with the Department of Corrections to bring them in to start clearing away the brush to determine how much land there is, what the resources are, etc. Mr. Montuori suggested discussing this matter again in the fall once it is determined how much land and what can be done.

3) Discussion of draft CPC Annual FY2013 Report - update

Mrs. Reed asked if the report has been put on the town website and Mr. Sadwick explained he is still working on the admin portion and then it will be put online.

4) Brief Update on CPA Projects, as needed:

a. Livingston Cemetery Fence/Recreation Land transfer from the State

Mr. Montuori explained that there is nothing new to report; are still trying to reach the legislation.

b. Planning Board Affordable Housing

Mrs. Reed noted that there is nothing new to report.

c. Long Pond Outreach/Section 319 Nonpoint Source Pollution Grant

Mr. Sadwick explained that Kyle Boyd has been working on this matter. Mr. Sadwick will follow up with Mr. Boyd.

d. Senior Housing, Livingston Street, HUD 202

Mrs. Reed noted that the project continues to move along and may open in April.

e. Ella Fleming School Historic Rehab.

Mr. Montuori explained that bids for an architect were sent out and three have been chosen. The goal is to finalize the contract with the architect over the next couple months.

f. Tennis Courts at the High School

Mr. Montuori explained that the tennis courts have been completed; however, he is not sure whether they were painted prior to the snow fall.

g. Athletic Field at the High School

Mr. Montuori explained that the field has been installed; however, he is not sure whether they were able to complete the entire project prior to the snowfall. If not, the project will be completed in the spring.

Mrs. Reed suggested signage stating that the project was partially funded by CPA funds for projects such as these. Mrs. Reed noted that there are also signs at the police station that could use replacing. Mr. Montuori will look into this.

h. Master Plan Update

Mrs. Reed asked if there is an update. Mr. Sadwick explained that he spoke with Beverly Woods at NMCOG before Christmas and also emailed her today and never heard back. Mrs. Reed noted that while she realizes there is no mandate on getting these types of items done, it has been approximately three years and it is still not completed. Mr. Montuori requested Mr. Sadwick get NMCOG in for a meeting to discuss this.

i. Restoration of Wamesit Indian (complete)

This item has been completed.

j. Tewksbury Rail Trail Study

Mr. Montuori explained that he is in the process of drafting an RFP for the Tewksbury Rail Trail.

k. Funway Park and school playgrounds rehab.

Mr. Montuori explained that the focus has been on Funway Park. A group of parents have been put together to see what the needs are for the playground. Once Funway Park has been completed the schools will be looked at.

5) Town Hall Discussion, Status, and Next Steps

Mr. Montuori explained that the final design is expected to be released in the next few weeks. They have done some testing inside the town hall and the goal is to go to bid by the end of winter. Discussion took place on the town hall roof. Mr. Montuori noted that the roof was believed to be slate and it is not. This will need to be addressed.

Restoration of Town Hall Records

Mr. Montuori explained that all of the important records have been sent out to Iron Mountain for storage. The moldy records have been cleaned and also sent out for storage. The town clerk is currently working to ensure the most important documents are preserved correctly. Mrs. Reed commended the town clerk and her office for all of their hard work.

6) Update on \$25 million in State CPA Trust Fund contribution – Article budget topic

Mrs. Reed noted that Tewksbury received approximately \$139,000.00 as an extra match. These funds need to be worked into the budget. Mrs. Reed is working with the coalition and other receiving communities to determine how to address the additional funds in the budgets.

7) Administrative Support for the CPC, funding with CPA Administrative Funds

Mrs. Reed reminded that there are administrative funds available to help administer projects.

New Business

There was no new business.

Old Business

There was no old business.

Next Meeting

Discussion took place on whether there is a need for another meeting next week. It was the consensus that that the next meeting will be at the call of the Chair.

Adjournment

MOTION: Mr. Churchill made the motion to adjourn; seconded by Ms. Brabant and the motion carried 4-0.

Respectfully submitted,

Approved: 1/5/15

*List of documents for 1/8/14 Agenda
Documents can be located at the Community Development Office*

1. Approval of Minutes – October 9, 2013
2. New Proposals:
 - a. Wamesit Indian Park Rehab.
 - *Project Application Summary dated 12/31/13*
 - b. Muster Park Rehab.
 - *Project Application Summary dated 12/31/13*
 - c. 107 Pleasant St.—Henry E. Prescott Home Preservation Restriction
 - *Project Application Summary dated 12/31/13*
 - d. 379 Pleasant St.—Marshall House Preservation Restriction
 - *Project Application Summary dated 12/31/13*