



# TOWN OF TEWKSBURY

## Community Preservation Committee

### Meeting Minutes November 19, 2015

The meeting was called to order by Nancy Reed, Chair, at 7:15 p.m. at the Tewksbury Senior Center. In attendance were Richard Montuori, Jim Wentworth, Steve Deackoff, Christina Nawn, Thomas Churchill, and John Deputat. Also present was Steve Sadwick, Director of Community Development, Kyle Boyd, Conservation Agent, Melissa Johnson, Recording Secretary, Bill Wyatt, Historical Commission, and resident Karyn Sliva.

#### 1) Reorganization

Mr. Sadwick opened the nominations for Chairman. Mr. Deackoff nominated Mrs. Reed. There were no other nominations.

**MOTION:** Mr. Deackoff made the motion to nominate Nancy Reed as Chair of the Community Preservation Committee; seconded by Mr. Deputat and the motion carried 5-2. Mr. Montuori and Mr. Wentworth were opposed.

Mrs. Reed opened the nominations for Vice-Chairman. Mr. Wentworth nominated Mr. Churchill. There were no other nominations.

**MOTION:** Mr. Wentworth made the motion to nominate Tom Churchill as Vice-Chair of the Community Preservation Committee; seconded by Mr. Deackoff and the motion carried 7-0.

Mrs. Reed opened the nominations for Clerk. Mr. Churchill nominated Mr. Deackoff for Clerk. There were no other nominations.

**MOTION:** Mr. Churchill made the motion to nominate Steve Deackoff as Clerk of the Community Preservation Committee; seconded by Mr. Wentworth and the motion carried 7-0.

#### 2) Approval of Meeting Minutes – July 16, 2016 and July 28, 2015

**MOTION:** Mr. Wentworth made the motion to approve the July 16, 2015 meeting minutes; seconded by Mr. Montuori and the motion carried 7-0.

**MOTION: Mr. Wentworth made the motion to approve the July 28, 2015 meeting minutes; seconded by Ms. Nawn and the motion carried 7-0.**

**3) Long Pond Update**

Mr. Boyd explained that Aquatic Controls has until the second week in December for the testing and that he tried to reach out to them to obtain some background information for tonight's meeting and they had just completed the research and did not yet feel comfortable presenting any of their findings or recommendations. Mr. Boyd recommended Aquatic Controls present the results to the Committee prior to the December 30 deadline. Mrs. Reed explained that a study was done in 2008 that was commissioned by the CPC as there were concerns with the condition of the pond. Prior to that, a study was done in 1980 that showed the depth at 10 feet. The 2008 study showed the depth at approximately 5.5 feet and the most recent study shows the depth at 3.5 feet. The chemical make up of the pond is causing algae to grow and die. The algae are then going to the bottom of the pond. Mr. Boyd noted that the report is expected on December 7, 2015 and suggested scheduling a meeting after that time.

Mr. Boyd explained that another item that was being researched is the vegetation around the edge of the pond the clear up the view shed. Aquatic Controls will be proposing a vista pruning to the Conservation Commission which will allow for the removal of all of the dead vegetation and will not negatively impact the healthy vegetation. Mrs. Reed suggested collaborating with the Conservation Commission and suggested they possibly be the project owners. Mr. Boyd agreed to this and Mr. Deackoff will discuss this further with the Conservation Commission. Mrs. Reed asked if it is possible to have volunteers prune the area and Mr. Boyd explained that this may not be best as the type of vegetation to be removed needs to be known so that healthy vegetation is not negatively impacted. Mr. Deackoff suggested volunteers for the ongoing maintenance. Mr. Boyd explained that there is an existing group that has volunteered to maintain the rain gardens that may be willing to help. Mrs. Reed asked if the cost is known and Mr. Boyd explained that he is not sure at this point; however, dredging can be very costly.

**4) Brief Update on CPA projects, as needed:**

- **Livingston Cemetery Fence/Recreation land transfer from the State**

Mr. Montuori explained that they are still working with the State and Legislature to complete the transfer; however, it has been difficult working with DCAM. Mrs. Reed asked if there are specific items that are being requested that the CPA could assist with. Mr. Sadwick explained that the items are not costly and include things such as fencing, gate, and wetland issues that DCAM feels the town may be partly responsible for.

Mr. Montuori explained that Legislation may be required as different acreage is now being discussed. DCAM would like the town to repair the area with the State retaining ownership and the town maintaining the area in future as well as researching who is in the cemetery. Mrs. Reed explained that the original intent

was to clean up the area and install a fence to preserve it, but it would be the town's property.

Mr. Wyatt noted that this is the first he has heard of the cemetery and suggested the Historical Commission assist with this.

- **Planning Board Affordable Housing**

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

- **Ella Fleming School Historic Rehab**

Mr. Montuori noted that bids went out and came in higher than what was budgeted. The project will be re-bid over the winter for work to be completed in the spring.

Mr. Montuori noted that many of the current projects have come in higher than what has been budgeted.

- **Tewksbury Rail Trail Study**

Mrs. Reed noted that she reached out to the Rail Trail group and did not hear back.

- **School Playgrounds Rehab**

Mr. Montuori noted that the project has finally started. O'Brien and Sons, who also did the Livingston Street playground, provided a proposal for the playground at the elementary schools. The delay in the project has caused the cost of playground equipment to increase. As a result, there have not been enough funds budgeted. A local construction company has donated their services to remove the existing playgrounds. The new equipment will be ordered and stored to avoid another cost increase and installed in the spring.

- **Wamesit Indian Park Rehab. and Muster Park rehab**

Mr. Montuori noted that this project went out to bid and came in approximately \$40,000 higher than what had been budgeted. The low bidder has agreed to hold their price until the end of May. Mr. Montuori noted that he has met with the State, who is currently working in the area, and they have agreed to help with items such as curbing; which will help with the cost of the project. Additional funds may be required.

Mrs. Reed discussed a newspaper article she recently saw regarding the Historic Society proposing to move the Pike House to the Wamesit Indian Park. Mr. Montuori explained that the project went out to bid two times and there was no interest shown. The only proposal received was from Dave Marcus of the Historical Society who has worked hard measuring the building, etc.; however,

there are no funds for this and it may not be a viable location. It is likely that the building will be demolished. The cost to move the home is over \$600,000 and the historic value of the home may not be what is expected due to the renovations that have taken place over the years.

Ms. Sliva expressed her disappointment with the possible demolition of the Pike House and noted that she feels there are uses for the building for the town.

Mr. Wyatt noted that a use for the building is not really the issue; it is the cost and finding a location that are the issues.

- **Strong Field**

Mr. Montuori explained that the State bid list was utilized to get the landscaping, infield work, etc. done. They recently went out to bid for the fencing; which included the Livingston Street area, and the bids came in \$100,000 higher than what has been budgeted. Mr. Montuori explained that they will be revising the bid and resubmitting.

- **Update on Open Space and Rec. Plan RFP/next steps**

Mr. Sadwick noted that he is expecting a proposal from NMCOG within two weeks. The cost is expected to be approximately \$20,000; which is the amount that has been approved by town meeting.

## **5) Town Hall Discussion, Status and Next Steps**

Mr. Montuori explained that the Town Hall is almost completed and currently floors are being installed and punch list items are being addressed. Furniture for some of the town offices will be moved beginning Monday. Mr. Montuori noted that a mover has been hired through the Town Manager and Board of Selectmen budgets due to the large amount of departments and items that need to be moved and the Thanksgiving Holiday. A dedication and ribbon cutting will take place on December 10, 2015.

The Holiday tree lighting will be held on December 5, 2015.

Mrs. Reed inquired about the banners on the lamp posts at the town common as some are missing. Mr. Sadwick noted that there are now more posts. Mr. Montuori will look in to this.

Mrs. Reed commended the team involved in this project.

## **6) Administrative Support for the CPC, funding with CPA Administrative Funds**

Mrs. Reed noted that this agenda item has been discussed in the past. Mr. Sadwick noted that he put in a call to Jennifer and has not heard back. Mrs. Reed noted that this has been an item long discussed by the Committee and the goal has been to not be a burden to the town staff. Mrs. Reed noted that one of the things that would benefit from consultant

help is to have someone for the Committee members and town staff to go to for assistance that has knowledge on the CPA rules, budgets, etc.

Mr. Deackoff noted he is 100% in favor of reducing the burden that has been put on the Chair and that he feels that Mrs. Reed has gone above and beyond for the CPC and that help should be hired to assist her as the funds are available for this purpose. Discussion took place on the need for support staff and the duties this person would be responsible for. Mr. Montuori explained that he has requested he be contacted if help is needed and noted that there are many committees in town that do not have this type of support and just because the funds are there does not mean they should be spent. Mr. Montuori suggested the Committee get more engaged on what is going on and assist with these types of matters. Discussion took place on the Strong Field project and how notification of the site visit was not given to the members of the CPC. Mr. Wentworth discussed his desire to be more involved with the Committee. Mrs. Reed explained that it was not her intention to omit anyone and apologized if anyone took it as that. Mr. Wentworth requested the projects that are submitted to the Chair also be provided to the members for their review and input. Mr. Deackoff noted that he feels Mrs. Reed is overburdened and help should be sought and that none of the members should have voted on a matter if they felt that a site walk was required to approve the project. Mr. Sadwick is currently researching administrative help. Mr. Churchill volunteered his services if administrative work is needed. Mrs. Reed noted that in the past the Committee met every two weeks and then this stopped. It was the consensus to hold a meeting once a month.

**7) New Business/Old Business**

Discussion took place on determining what types of projects the Committee should support in the future. This will be discussed further at a future meeting.

**8) Next Meeting**

The next meeting will be held at the discretion of the chair.

**Adjourn.**

**MOTION: Mr. Montuori made the motion to adjourn; seconded by Mr. Wentworth and the motion carried 7-0.**

***Approved: 1/14/16***

*No new information provided.*