



TOWN OF TEWKSBURY

Community Preservation Committee

Town Clerk
Tewksbury, MA

7/30/2025, 7:40:12 AM

Meeting Minutes March 20, 2025

The meeting was called to order by John Deputat, Chairman, at 6:03p.m. at the Tewksbury Town Hall. In attendance, Select Board Representative Patrick Holland, Planning Board Representative Vinny Fratalia, Historic Commission Representative Nancy Reed, Conservation Commission Representative Steve Gove, and John Curran, Town Manager. Member Chris Mullins was not in attendance. Community/Economic Development Planner Alexandra Lowder was also in attendance.

1) **Approval of Meeting Minutes:**

Motion: Mr. Fratalia made a motion to approve the minutes of September 18, 2024, seconded by Mr. Holland motion unanimously carried 3-0-3 with Ms. Reed, Mr. Gove, and Mr. Curran abstaining.

2) **CPA Needs and Possibilities:**

Mr. Holland stated that there does not seem to be uses of CPA funds for historic properties, but wants to encourage organizations such as Habitat for Humanity to apply for housing funds. Ms. Reed noted that a past committee practice was to have it allocated to the Affordable Housing Trust Fund (AHTF) to make it more efficient for the Select Board to administer the funds to applicants. Mr. Curran confirmed this is a common practice.

Mr. Gove stated that he didn't want funds to be misused. Ms. Reed said use of the funds used to not be encouraged due to this fear. Mr. Holland said that there should be more encouragement to use the CPA housing funds as well as the AHTF.

Mr. Fratalia wants to be more proactive with planning for uses of the CPA funds. He asked about stocking our water bodies with fish to promote recreational fishing. Mr. Curran said he would explore this.

Mr. Curran noted that he met with Tewksbury Youth Baseball to discuss possible improvements to the ball fields on East Street. He noted that the Town has received \$50,000 of earmarked funds for this purpose. He intends to utilize the earmark for field improvements and put together a proposal for the use of CPA funds to get more bleachers there as the field improvements would not be eligible CPA costs. Mr. Fratalia offered that he is happy the Town supports improvements to the sports fields.

Mr. Fratalia stated that he wanted to ensure the committee met before the Special Town Meeting warrant closed in August so that they had time to put in an article. Mr. Deputat asked how frequently the Committee used to meet when it started, and Ms. Reed offered that it was every two weeks for a period of time. Mr. Holland offered a quarterly meeting cadence. Other members agreed. Mr. Fratalia suggested June and September for upcoming meetings.

3) Open Space and Recreation Plan Update:

Ms. Lowder requested that the committee authorize the spending of \$7,500 from administrative funds to help fund a consultant to assist with the Open Space and Recreation Plan Update. She noted that the plan expires in 2026 and must be updated. This update will be good for 10 years. The Town was able to secure DLTA funding from NMCOG but needs this funding to close the gap to complete the first phase of the plan update work.

Committee members asked questions about the timing and whether additional funding would be necessary. Ms. Lowder noted that there will be a second round of funding requests next calendar year and that we would see if additional CPA funding is necessary. This is just to get the work started. She noted that this effort would be led by the Open Space Committee along with the Planning Board and Conservation Commission and their staff.

Motion: Mr. Gove made a motion to approve the funding request for \$7,500 as presented seconded by Mr. Holland, the motion unanimously carried 6-0.

4) Other Business Not Known at the Time of Posting This Agenda

Ms. Reed asked if administrative funds can be used to fund the Historic property surveys. Mr. Curran said he believed that would be more appropriately funded out of the main CPA funding account.

Mr. Fratalia mentioned that Sycamore Hall property was listed for sale. He asked about the Historic Society having space there. Ms. Lowder confirmed it was part of their special permit.

Mr. Fratalia mentioned that affordable housing projects Soldier On and 97 Florence Ave were completed and nearing completion. Mr. Curran noted that this should be added to the Subsidized Housing Inventory.

Adjournment

Motion: Mr. Holland made the motion to adjourn at 6:44 p.m.; seconded by Ms. Reed and the motion unanimously carried 6-0.

Approved: July 29, 2025