

Community Preservation Committee
Warren Recreation Building, Room 110
Tuesday June 19, 2018
7:30 PM

Members Present: Barbara McMahon, Raina McManus, Don Kelley, Mark Wolfson, Emily Maitin, Allan Port, Catherine Johnson, Mason Smith

Members Not Present: Susan Troy

Others: Danielle Marini, NRC Clerk

Guests: None

Citizen Speak

7:33 PM

No one was present for Citizen Speak.

CPC Grant Agreement – Letter of Conditions

7:33 PM

B. McMahon thanked E. Maitin for her work on the grant agreement. She stated that it is standard to have an agreement in place, particularly for non-Town entities. E. Maitin has taken the original grant agreement and boiled it down into an understandable and easy-to-read agreement.

The CPC agreed that this grant agreement is a good starting point. This document could evolve in the future. It is well written and easy to understand.

R. McManus stated that for the term describing signage, it may be appropriate to say acknowledgement, and where applicable, put up a sign. The CPC agreed that signage might not be applicable for all projects.

E. Maitin stated that insurance is required if qualified by a construction-type project.

B. McMahon stated that the bid for Fells Branch library roof was accepted at \$53,000, instead of the \$80,000 that was originally stated. The CPC was only going to pay for the difference between a cedar shaker and asphalt roof. The asphalt was \$50,000 and the cedar shaker was \$80,000. The actual bid for a cedar shaker roof came in at \$53,000. The request for information in the grant agreement should account for why they asked for a higher amount of money than needed. The grantees will need to negotiate a lower amount for funding.

The CPC clarified that they have listed 6-month reporting as a general rule, but that there is wiggle room to fit the needs of different projects. B. McMahon stated that Brandon Schmitt is an example of good reporting. Electronic reporting is acceptable.

It was raised that someone from the Town should be looking at the invoices to make sure that funds aren't being misused. B. McMahon stated that she will check in with the Finance Department to make sure that someone from the Town is reviewing the funds and to formalize their reports.

The CPC stated that they will begin using this grant agreement on July 1st.

Old Business/New Business

8:15 PM

R. McManus stated that the NRC has received approval to put the mobile phosphorous inactivation unit into action. She also stated that the Memorial Grove project has been completed. Tory DeFazio will be receiving a small grant, and some of the CPC allocation will be returned to the CPC. The NRC also anticipates reimbursing the CPC for money received for the Weed Harvester. There was \$70,000 left from the Weed Harvester account. The NRC would like to keep around \$12,500 of that and then return the rest to the CPC. R. McManus also stated that the NRC will be receiving cost estimates for the erosion and sedimentation restoration work. She noted that meetings to set up a work order for the dust paths at the North 40 vernal pool will occur in the late Summer or Fall.

C. Johnson stated that a potential affordable housing plan might involve the Wellesley Office Park. She stated that there are 26 acres owned by John Hancock. She said that this will be a friendly 40B. There will be 300 units for rental apartments. Not all of those units will be affordable, but all would count towards affordable. C. Johnson stated that the CPA might be used to explore this options.

B. McMahon stated that S. Troy will be going off the CPC and will be retiring from Town government. She said there will be a new moderator appointed to the CPC. B. McMahon acknowledged and thanked S. Troy for all of her insights.

B. McMahon also stated that Ellen Gibbs will be the new Board of Selectmen liaison.

D. Kelley stated that the Housing Authority will be getting a new director. In the past, Needham and Wellesley had a shared director, but this can no longer happen.

It was noted that the bids for the bathrooms at the track came in at too high of a cost. The DPW voted not to accept the bid.

Approve Minutes

8:36 PM

R. McManus made a correction to the May 16, 2018 minutes stating that she said the "bathrooms and team rooms bid came back twice as high."

E. Maitin made, and D. Kelley seconded, a motion to approve the meeting minutes for May 16, 2018. The CPC voted 7-0 in favor of approving the meeting minutes. M. Wolfson abstained from the vote because he did not attend the May 16, 2018 meeting.

2018 – 2019 Meeting Schedule

8:40 PM

B. McMahan discussed the upcoming schedule for meetings. She stated that a meeting will be held the second Wednesday of every month unless there is any problem. She said that the CPC will skip the July meeting, and will potentially skip the August meeting as well if nothing comes up.

B. McMahan stated that the meetings through the rest of 2018 will be as follows: September 12th, October 10th, November 14th, and December 12th. October 2nd and 3rd will be the Fall Town Meeting. R. McManus stated that she will not be at the September 12th meeting but will send a representative.

B. McMahan stated that all of the meetings will be in the Kingsbury Room at the Police Station. The next meeting will be September 12th.

Adjournment

8:45 PM

R. McManus made, and M. Smith seconded, a motion to adjourn the meeting. The CPC voted 8-0 in favor of adjourning the meeting at 8:45 PM.