



**TOWN OF ACTON  
COMMUNITY PRESERVATION COMMITTEE (CPC)  
MEETING MINUTES**

**September 29, 2021 - 7:30 PM**

**Town Hall Room 204 and virtual (<https://zoom.us/j/93172335430>)  
AVAILABLE TO THE PUBLIC**

**Present: Dean Charter (Chair), Bill Alesbury (Vice Chair), Stephen Trimble (Clerk), Tory Beyer, James Colman, Walter Foster, Carolyn Kilpatrick, Alissa Nicol (Associate), Ray Yacouby**

**Absent: Nancy Kolb**

**Others Present: Kristen Guichard (Planning Director), Joe Will, Bill Klauer, Joe Cooney, Anne Forbes, Larry Sorli, Lori Cooney.**

Mr. Charter (Chair) opened the meeting at 7:30 PM. The Chair read the notice regarding virtual meetings. All votes will be by roll call. This meeting is convened by video conference via the Zoom App and in-person as posted on the meeting agenda. Please see the meeting agenda on the Town Website for details on how to participate remotely.

This meeting will feature public comments. Please note that this meeting may be recorded, and it may be published or rebroadcast. All participation within this meeting will be visible to others.

**I. Regular Business**

**Roll Call:**

Attending: Dean Charter (Chair), Bill Alesbury (Vice-Chair), Stephen Trimble (Clerk), Tory Beyer, James Colman, Walter Foster, Carolyn Kilpatrick, Alissa Nicol (Associate), and Ray Yacouby.

Not Present: Nancy Kolb

**II. Regular Business (deferred until after Public Hearing)**

1. Residents' (formerly cited as "Citizens") Concerns – None
2. Review and approve minutes from the previous meeting (09.09.21 CPC Meeting Minutes).
  - a. Ms. Kilpatrick moved to accept the September 09, 2021, draft minutes as final, seconded by Mr. Yacouby.
  - b. Mr. Charter requested that Mr. Trimble call the roll to approve the minutes: Mr. Charter, "Aye", Ms. Beyer, "Aye", Mr. Alesbury, "Aye", Mr. Colman "Aye", Mr. Foster, "Aye", Ms. Kilpatrick, "Aye", Ms. Nicol, "Aye", Mr. Trimble "Aye", Mr. Yacouby abstained.
  - c. September 09, 2021, draft minutes were approved as final with one abstention.

**III. New/Special Business**

3. 7:30 PM Public Hearing
  - a. Mr. Charter presented the structure of the CPA Plan for the coming year.

- b. Ms. Guichard noted that changes requested at the last meeting were updated and the Committee then reviewed minor modifications from Mr. Charter and Mr. Will.
- c. Mr. Charter spoke to the addition of CPA signs installed during and after each project in recognition of the funding. This would cite "in progress" projects and leave a permanent acknowledgment when completed.
- d. Ms. Forbes spoke to the flexibility of final acknowledgment based on the type of funding and project type. All agreed to this point. Mr. Alesbury noted the signage at Jones Field.
- e. Guichard and Mr. Will reviewed updates he submitted (e.g., cite correctly "Woman's" and not "Women's" Club, adding the word "Appendix" in the document as a section header, change 2022 to 2021 where appropriate, retain ordering of CPC Committee members in both stated locations for consistency).

4. Ratification of 2022 CPA Plan

- a. Mr. Charter asked for a motion to close the discussion on the CPA Public Discussion. Mr. Yacoub made the motion which was seconded by Mr. Trimble.
- b. Mr. Charter asked Mr. Trimble to call the roll: Mr. Charter, "Aye", Ms. Beyer, "Aye", Mr. Alesbury, "Aye", Mr. Colman "Aye", Mr. Foster, "Aye", Ms. Kilpatrick, "Aye", Ms. Nicol, "Aye", Mr. Trimble "Aye", Mr. Yacoub "Aye".
- c. The CPA Public Discussion was closed unanimously.
- d. Mr. Charter asked for a motion to accept the 2022 CPA Plan as final. Ms. Nicol made the motion which was seconded by Mr. Colman.
- e. Mr. Charter asked Mr. Trimble to call the roll to accept the 2022 CPA Plan as final: Mr. Charter, "Aye", Ms. Beyer, "Aye", Mr. Alesbury, "Aye", Mr. Colman "Aye", Mr. Foster, "Aye", Ms. Kilpatrick, "Aye", Ms. Nicol, "Aye", Mr. Trimble "Aye", Mr. Yacoub "Aye".
- f. The 2022 CPA Plan was accepted as final unanimously.

5. Amendment Request from Iron Work Farm (Ms. Forbes and Mr. Sorli)

- a. This concerned the scope of the previously funded and approved Faulkner and Jones Tavern windows work. After matching the grant from MA Preservation Fund there will be some funds left over. Ms. Forbes and Mr. Sorli would like to do more windows since not all Jones Tavern windows were in the initial request. They completed 71 windows at this point.
- b. The cost is \$16,700 (11 in apartment and 3 in the cellar) which would be covered in the projected remaining funds. It was noted that the contractor was ready now and that there were very few people doing this type of work.
- c. Mr. Charter praised the project for keeping the project on the budget but is not what was approved at the town meeting. The request will be sent for comment to town counsel. The Acton Town Meeting specifically approved the 72 windows before the 18th century and the Committee is not authorized to expand scope even though the funding does not change. The money was approved but for a certain scope.
- d. Otherwise, this will require a new project request.
- e. Ms. Forbes also requested the Committee review the application language which states that amendments can be completed. What does Town Counsel think this entails?

### **Administrative Matters and Updates**

6. Fall Meeting Schedule

- a. October 26<sup>th</sup> (after town decisions), November 23<sup>rd</sup> and December 14th at Public Safety Building.
- b. Applications coming in mid-November.
- c. It was noted that the Cemetery Commission is pondering a proposal Historic for rehabilitation of Woodlawn Cemetery revolutionary (~400 gravesites).
- d. Mr. Charter noted that the East Acton Village Green is underway, and the Arboretum China Trail was dedicated. Mr. Trimble noted the rubber footing was complete along with walkways at Jones Field.
- e. Mr. Will suggested the Committee verify if the Pencil Factory Bridge project will return for additional funding.

- f. Mr. Charter asked for a motion to adjourn this session. The motion was made by Mr. Foster seconded by Ms. Beyer.
- g. Mr. Charter asked Mr. Trimble to call the roll: Mr. Charter, "Aye", Ms. Beyer, "Aye", Mr. Alesbury, "Aye", Mr. Colman "Aye", Mr. Foster, "Aye", Ms. Kilpatrick, "Aye", Ms. Nicol, "Aye", Mr. Trimble "Aye". My Yacoubi Aye
- h. The motion to adjourn September 29, 2021, meeting was approved unanimously and ended at 9:42 PM.

**Items used at the meeting:**

1. Draft 2022 CPA Plan.pdf
2. Iron Works Farm Amendment Request
3. CPC – 2021 Room Reservation Form.pdf
4. CPC Agenda 2021-09-29 updated.pdf
5. CPC Draft Minutes 2021-09-09.docx

Additional materials can be found here: <http://doc.acton-ma.gov/dsweb/View/Collection-14031>

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Next Meetings: Public Safety Building and virtual

October 26<sup>th</sup>

November 23<sup>rd</sup>

December 14<sup>th</sup>

For more information about Community Preservation Committee contact [cpc@actonma.gov](mailto:cpc@actonma.gov) or 978-929-6631