

TOWN OF ACTON COMMUNITY PRESERVATION COMMITTEE (CPC)

MEETING MINUTES

Tuesday, August 22, 2023

7:30 PM

HYBRID MEETING HELD IN MEMORIAL LIBRARY CONFERENCE ROOM AND BY ZOOM

Present: Peter Berry, Tory Beyer (remote), Dean Charter (Chair, Acting Clerk), James Colman, Lori Cooney, Walter Foster (Vice Chair),

Absent: Michaela Moran, Steve Trimble

Others Present: Kaila Sauer (Assistant Planner II), Mike Gendron (Conservation Administrator)

Chair Charter opened the meeting at 7:35 PM

I Regular Business

1. **Citizens' Concerns** – None
2. **Review and Approval of Meeting Minutes**- The meeting minutes from the August 8, 2023, CPC meeting were reviewed, Foster moved to approve the minutes as posted, seconded by Beyer. The Chair called the roll, and the minutes were approved unanimously.

II. New /Special Business

3. Discussion with Mike Gendron on 53 River St. Dam future funding request

- i. The River Street Dam project has received CPA funding in 2019, 2020, 2021, and 2022 totaling \$477,450, of which \$357,074 remains unspent presently. The CPA funds were for very specific purposes and care has been taken to respect the restrictions on their use. Other funding sources, such as the State Dam and Seawall Grants, American Rescue Plan Act (ARPA) and Town Meeting borrowing authorization have supplied \$2,705,000, of which \$2,432,832 remains unspent presently. The base bid for the dam removal and site work portions of the project was \$2,588,106. The base bid was awarded and work will begin during August, with completion expected in early November. Alternate #2 on the bid would cost \$358,793, and would provide parking, pathways, signage, full landscaping, and outlining of the original foundations with "Eco-Walls". Due to the high cost of the bids Alternate #2 was not awarded, but the work under the base bid will make it easy to add the work under the alternate if funded is approved. The work under Alternate #2 is required under our Corps of Engineers permit, but we have a five-year window for completion.
- ii. There was general discussion in the Committee about the project, including discussion about if the funding should be considered "Historic Resources" or "Recreation". The Committee recognized that this is a very well leveraged

project. The Committee thanked Mr. Gendron for his presentation and acknowledged that it went into much greater detail than time would allow during regular application process, so this meeting was timely. The Committee is expecting to receive a full application in November for this work.

4. Discussion regarding permanent signage for projects funded with CPA funds

- i. Kaila noted that there were two possible paths to follow for signage. We could either create the signs ourselves, or allow the applicant to do so. After discussion, the consensus was to have some standards for permanent signs, but to allow the Town Planner and the CPC Chair to work with the applicant to develop the signage that would be most appropriate for a particular project. Most in the meeting liked the Great Barrington approach as it addressed various situations where a sign might not make sense (e.g., project planning documentation).
- ii. The consensus was to have CPC instruct the various applicants to add \$1,000 to each application for signage, with flexibility allowed for each instance.
- iii. The consensus was that wording to the effect of this discussion should be added to the CP Plan.

5. Discussion about the draft Community Preservation Plan

- i. General discussion about the draft CPC Plan
- ii. The wording about signage just discussed is to be added
- iii. The submittal date for applications is to be November 20, 2023
- iv. The Select Board is to provide a prioritized list of Town projects by December 30
- v. The Open Space and Recreation Plan is still in process and mention of it will be deleted from the draft plan.
- vi. The Five-Year Plan noted in the previous plan will be deleted as the purpose was uncertain.
- vii. The discussion about having projects vetted by Boards or Departments will be deleted but held for future discussion in subsequent years. There might be an issue with, for example, AHA representative having to vet project proposals from Habitat for Humanity, or the town Recreation Commission having to vet a recreation proposal brought forward by the Regional School District. The CPC liaisons will be expected to proactively investigate that each proposal has been vetted by appropriate Boards and Committees.
- viii. Minor grammatical edits and date changes accepted
- ix. Foster moved to approve the draft plan and bring it forward for the public hearing process, second by Beyer, approved unanimously.

III. Administrative Updates and Scheduling

5. Next Meeting Dates

- i. September 26th: Public Hearing Annual CPA Plan
- ii. October 24th: Project Status Review
- iii. November 28th: first read through of applications (due November 20)
- iv. The meetings scheduled for October 10 and November 14 will be deleted

IV. Adjourn – Cooney motioned to adjourn at 9:17 PM seconded by Foster. Adjourned by unanimous consent.

Documents and exhibits used during this meeting:

1. 53 River Street CPC 22Aug23 ppt.
2. CPC agenda 2023-8-22.pdf
3. CPC minutes 8.8.23
4. Draft 2024 CPC Plan-V.1 SGT w. DAC edits

Additional materials can be found here: <https://doc.acton-ma.gov/dsweb/View/Collection-17212>. Listed agenda items are those reasonably anticipated by the Chair. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Reasonable accommodation for people with disabilities are available upon request. Include a description of the accommodation you will need, including as much detail as you can and include a way, we can contact you if we need more information. Please allow advance notice. Send an e-mail to planning@actonma.gov or call Planning's Office (978)929-6631.

For more information about community Preservation Committee contact cpc@actonma.gov or 978-929-6631