

Town of Bridgewater, Massachusetts

Community Preservation Committee



Community Preservation Committee

Gina Guasconi, Chair
Recreation Commission

Carlton Hunt, Vice-Chair
Citizen at Large

Kevin Mandeville
Open Space Committee

Joan Neumeister
Housing Authority

Jean Guarino
Planning Board

Harry Bailey, Jr.
Conservation Commission

Stephen Rogan
Historical Commission

William Smith
Historic District Commission

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Affordable Housing Trust

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Joshua McGraw
Staff Assistant

Meeting Minutes May 27th, 2020

The meeting was called to order by the Chair at 6:05PM

Members Present: Gina Guasconi, Jean Guarino, Carlton Hunt, Stephen Rogan, Harry Bailey, Kevin Mandeville (Arrived 7:50PM)

Members Absent: Joan Neumeister, William Smith

Guests Present: Michael Dutton – Town Manager, Jason Rawlins – Town Attorney, Anthony Sulmonte – Finance Director, Laurie Gaurini – Finance Department, Anna Callahan, Jennifer Goldson, James Walsh, Barbara Morey, Terry Reynolds, Jason Wagner, Gordon Brailsford, Jennifer Burke, Matt Rushton

Call to order – 6:01PM

Public Comments

Approval of minutes – April 22nd, 2020

Carlton Hunt motioned to approve the meeting minutes from April 22nd, 2020, Stephen Rogan seconded the motion. The motion was approved unanimously.

Financial Update

Carlton Hunt posed several questions regarding the numbers presented on the financial update. Michael Dutton reviewed and answered questions from the discussion.

FY21 Budget Discussion and Vote

Carlton Hunt motioned that the CPC recommend the Town Council appropriate or reserve in the FY2021 annual budget the amounts for committee administrative expenses, debt service, community preservation reserve accounts and other expenses. Each item to be considered a separate appropriation, Stephen Rogan seconded the motion. The motion was approved unanimously.

Carlton Hunt motioned that the \$83,940 balance of estimated revenues be distributed to the Unrestricted Reserves, amended from being distributed to the three required Designated Reserves. Stephen Rogan seconded the motion. The motion was approved unanimously.

Active Projects Update

Old Bridgewater Historical Society

Carlton Hunt has requested that the Old Bridgewater Historical Society submit the invoice to the Town of Bridgewater and have payment processed as soon as possible.

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Fencing at Legion Field

Gina Guasconi continues to discuss the project progress with the project manager and will update the committee when necessary.

Applications Update

Central Square Congregation Church

Carlton Hunt motioned to take discussion out of order, Jean Guarino seconded the motion. The motion was approved unanimously.

The Town of Bridgewater's Attorney, Jason Rawlins reviewed the application request from the Central Square Congregation Church and answered questions on the legality of funding being requested from the church. After discussion, the committee recommended the church move forward with their application by addressing the three tests issued by the SJC in its ruling on the Anti Aid Law. The CPC with assistance from the Town Attorney will review any future submissions against the three-part test.

Memorial Building

Managers request for capital \$550,000k for the Memorial building project – Vote and Discussion

Michael Dutton answered questions from the committee on the project and discussed the project goals including accessibility and changes to the interior. The architect has provided a rendering and it has been given to the committee. Project funding is being carefully considered and the Town will continue to do due diligence to secure financing.

Carlton Hunt motioned the Town Council appropriate \$350,000 under the Community Preservation Act and fund from the Historic Reserve (359000) for the proposed 2020 Memorial Building renovation/restoration project. Funds are to be released following notification to the CPC of an MHC and ARB approved accessibility plan for the basement and main entrance, and submission of a building maintenance plan (e.g., inspection frequency [quarterly, annually, etc., key building equipment, and systems inspection/testing frequency, who will conduct the inspections, written inspection report content requirements and any other maintenance items deem relevant by the Town's Facility Manager.) The recommended funding is for the purpose of constructing the accessibility components, such as a ramp, as outlined in the memorial building application and final accessibility plan mentioned above. Harry Bailey seconded the motion. The motion was approved unanimously.

Carlton Hunt motioned to amend his original motion to amend "...and fund from the Undesignated Fund" for funding. Stephen Rogan seconded the motion. The motion was approved unanimously.

Carlton Hunt motioned to accept the motion as amended, Harry Bailey seconded the motion. The motion was approved unanimously.

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Carlton Hunt motioned that the CPC Consultant prepare a formal transmission letter to the Town Council for their consideration. Said memo to address the following categories: 1. Project goals and CPA fund eligibility; 2. Recommended fund with specific account information; 3. Additional Recommendations and key actions. Harry Bailey seconded the motion.

Liaison and Process Update

Alternate Meeting Date/Time Discussion

The committee will continue to meet on the 4th Wednesday of each month at 6:00PM.

CPC Representative Update

Parks and Recreation Department is holding their application until after the capital project plan has been determined in the upcoming budget.

The Cultural Council currently has an online survey asking how the Town Hall should be used in the future.

Old Business

Alden House

Anna Callahan and Jennifer Goldson are meeting with the family to discuss what should be done with the house and their options available.

Housing Trust

There is no update due to the trust currently being dormant.

New Business

Barstow House

James Walsh discussed the Barstow House with the committee and the possible future use of the land.

McElwain School

Jennifer Burke updated the committee on the minor repairs being made to maintain and protect the building. They have received the \$500k in state historic credits and submitted for another round in April and will continue until capped. The goal is to close with the Town of Bridgewater in 2021 once all applications have been processed and funding is in place.

Adjourn – 9:39PM

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