

Town of Bridgewater, Massachusetts

Community Preservation Committee

Meeting Minutes November 4, 2021



Community Preservation Committee

Gina Guasconi, Chair
Recreation Commission

Carlton Hunt, Vice-Chair
Citizen at Large

Kevin Mandeville
Open Space Committee

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Housing Authority

Jean Guarino
Planning Board

Harry Bailey, Jr.
Conservation Commission

Stephen Rogan
Historical Commission

William Smith
Historic District Commission

-
Affordable Housing Trust

Special Note: A recording of this meeting can be viewed on the Town of Bridgewater's YouTube page using the following link:

<https://youtu.be/-KwiXDbWJQ0>

The meeting was called to order by the Chair at 6:34

Members Present: Gina Guasconi, Carlton Hunt, Kevin Mandeville, Jean Guarino, William Smith, Harry Bailey, Stephen Rogan

Members Absent:

Guests Present: Town Manager – Michael Dutton, Gordon Brailsford, Barbara Morey, Eileen Hiney, Theresa Reynolds, Cathy Bouldry, Rich Eastman, Kevin Griffin, Janet Hanson, Bob Hanson

Chair's Announcements:

There was not a new meeting held between the town manager and chair. Joan Neumeister has resigned from the CPC.

Citizen's Open Forum - None

Approval of Meeting Minutes – 9/22/2021

Carlton Hunt motioned to approve the meeting minutes from 9/22/2021 which was duly seconded. The motion was approved unanimously.

Review of Financial Reports – September 30th, 2021

The committee reviewed the Financial Report that was received from the Finance Department.

Carlton Hunt motioned to take the Library and Mobil Station property eligibility form out of order which was duly seconded. The motion was approved unanimously.

Mobil Station

The Town Manager reviewed the taking and the plans for the area. A focus of an outdoor area including restroom facilities, a covered area, and an area for food trucks are planned. An architect will be hired for the project and the full appraisal will be completed and presented to the CPC prior to the taking. The total area is 19,000 sq ft.

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Carlton Hunt motioned to declare that this property is eligible for CPC Funding under open space acquisition and that the full cost of the appraisal is funded through the administrative cost which was duly seconded. The motion was approved unanimously.

Carlton Hunt motioned to take up discussion of the Memorial Building out of order which was duly seconded. The motion was approved unanimously.

Library Eligibility Form

Carlton Hunt motioned to declare that the Library Proposal for the preservation of historic archives is eligible for CPC funding which was duly seconded. The motion was approved unanimously.

Old Business

Project Updates

CSCC Deed Restriction and Grant Agreement

The payment for the work completed by Brian Pfeiffer can be paid directly by the Town, Barba Morrey will request the invoice for \$3,937.50 and forward to the committee once received. The church will include questions on the deed restriction in the letter that will be sent to the chair of the committee. In response to a question asked by a member of the CSCC regarding deed restriction at the 9/30/21 CPC meeting, the chair noted that the restriction is for the whole building.

Memorial Building

The town manager updated the committee with the status for the memorial building. The bids for the construction were returned and the lowest bid was about \$200,000 above the original estimate. The project will begin within the next few weeks.

Pickle Ball Courts

No updates for the pickle ball courts at this time.

McElwain Building

Work continues and is on schedule for the McElwain Building.

Hanson's Farm

Eileen Hiney provided an update on Hanson's Farm – several members from the CPC joined the site visit and another site visit is planned for November 29 and December 1.

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Documents

Policies and Procedures

The committee is waiting for comments from the Finance Director.

Application and Application Instructions

The revised CPA eligibility application form will be made available online once finalized.

Grant Agreement and Award Letter Template

Carlton Hunt has completed the template and will send to the Town Manager for edits and recommendations.

Liaison Reports

Conservation Committee

The committee's recent meeting discussed the treatment plant.

New Business

Budget planning

The committee will be discussing budget planning at the next meeting.

Other New Business

State Virtual Training Sessions – Housing

The state is offering a number of virtual sessions on housing, several committee members plan on taking part in the virtual training.

William Smith motioned to approve the use of Admin Funds for the state offered housing training sessions which was duly seconded. The motion was approved unanimously.

Public Comment: Rich Eastman and Cathy Bouldry gave an update on their work and that they are looking into consultants and have applied for grants.

The next meeting will be held on December 8th at 6:30

Adjourn – Carlton Hunt motioned to adjourn the meeting at 8:10 p.m which was duly seconded. The motion was approved unanimously.