



# TOWN OF NORTHBOROUGH Community Preservation Committee

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Approved March 4, 2021

## Community Preservation Committee

### Zoom Meeting Minutes

January 7, 2021

**Members (Remotely):** John Campbell (Chairman); Millie Milton, Peter Martin, Jeff Leland, Leslie Harrison, Todd Helwig, Sean Durkin, Andy Clark

**Members Absent:** None

**Others (Remotely):** Kathy Joubert (Town Planner), Allie Lane, Scott Charpentier, Rick Leif, Richard Ferenchick, Mike Duchesneau

Chair John Campbell called the Zoom meeting to order at 7:03 p.m. and announced that the meeting was being conducted remotely consistent with Governor Baker's Order of March 12, 2020 due to the current state of emergency in the Commonwealth due to the outbreak of the COVID-19 virus. In order to mitigate the transmission of the virus, we have been advised by the Commonwealth to suspend all public gatherings and, as such, the Governor's Order suspends the requirements of the Open Meeting Law to have all meetings held in a publicly accessible physical location. All members of the CPC were allowed and encouraged to participate remotely. The Order allows the CPC to meet entirely remotely so long as reasonable public access is afforded so the public can follow along with the deliberations of the meeting. This meeting will not feature public comment. The process for the meeting was explained.

Consideration of Minutes (06.30.20, 09.17.20, 12.10.20) – Mr. Martin made a motion to approve the June 30, 2020 meeting minutes as amended; Mr. Leland seconded; roll call vote: Leland-yes; Martin-yes; Harrison-yes; Milton-yes; Helwig-yes; Durkin-yes; Campbell-yes; motion approved.

Mr. Martin made a motion to approve the September 17, 2020 meeting minutes as amended; Mr. Leland seconded; roll call vote: Leland-yes; Martin-yes; Harrison-yes; Milton-yes; Helwig-yes; Durkin-yes; Campbell-yes; motion approved.

Ms. Harrison made a motion to approve the December 10, 2020 meeting minutes as amended; Mr. Durkin seconded; roll call vote: Leland-yes; Martin-yes; Harrison-yes; Milton-yes; Helwig-yes; Durkin-yes; Campbell-yes; motion approved.

### **Public Hearing RE: FY2022 CPA Applications:**

Recreation Department (\$290,250 for outdoor pickleball courts at Ellsworth McAfee Park) – Allie Lane presented. Six outdoor pickle ball courts are proposed at Ellsworth McAfee; seniors and members of the community will benefit; the level of support is very high; it is for all age groups; the town will provide the land. The project would begin after approval at town meeting and be completed in the spring of 2022; the Recreation Department and DPW will be responsible for continued maintenance. Mr. Campbell asked if they had considered putting it at the Senior Center. Ms. Lane said it was considered but was more cost

efficient to put them at Ellsworth McAfee; Mr. Charpentier agreed. Mr. Helwig thought parking would be tight in the fall and spring. Mr. Charpentier said additional signage for overflow parking would be helpful at the rear gravel lot. Courts will not be reserved. Annual maintenance will be coating maintenance only; it is a paved surface with a special painting/coating on top which will last a long time (as long as vehicles are kept off of it). Ms. Harrison commented that parks are closed after dusk. Ms. Lane said they generally play before noon. Members agreed it was great project and great location.

Mr. Campbell explained/discussed the overall budget. \$350,220 is in New Revenue; \$698,029 is in Unreserved Funds. After further discussions, Mr. Martin made a motion to approve the Recreation Department application for pickle ball at a cost of \$290,250 to come out of New Revenue; Mr. Durkin seconded; roll call vote: Martin-yes; Leland-yes; Harrison-yes; Milton-yes; Durkin-yes; Helwig-yes; Clark-yes; Campbell-yes; motion approved.

Northborough Affordable Housing Corporation (\$50,000 towards creation of housing) – Rick Leif presented. Before discussing the application, he gave an update on projects they are working on or have completed. The project for 24 Hitching Post Lane is underway. The bank handling 15 Hitching Post Lane has not chosen to donate the property. The Grange Hall is a back-burner project. They continue to pursue the open land on Village Drive; it has been discussed with DCHD and Mass Housing Partnership. The old Westborough State Hospital has good acreage and a good place to put in unit. The Master Plan is complete; the Implementation Committee is in place.

\$450,000 remains in the Housing Corporation Reserves after \$50,000 was allocated for the 24 Hitching Post Lane project. Per agreement, the money needs to be renewed every two years. Mr. Leif is asking that it be renewed through FY22. He was also asking to replenish the \$50,000 used for the 24 Hitching Post Lane project to bring the reserve back to \$500,000. Mr. Clark made a motion to continue to extend to July 1, 2021 \$450,000 of the prior approved funding that was expiring on July 1, 2020; Mr. Leland seconded; roll call vote: Martin-yes; Leland-yes; Harrison-yes; Milton-yes; Durkin-yes; Helwig-yes; Clark-yes; Campbell-yes; motion approved.

A minimum of 10% (\$65,200) needed to be allocated to Affordable Housing; the application requested \$50,000. Ms. Milton made a motion to increase the recommendation to the town warrant article from \$50,000 to \$65,200 from New Revenue for the Northborough Affordable Housing Corporation Reserve; Mr. Leland seconded; roll call vote: Martin-yes; Leland-yes; Harrison-yes; Milton-yes; Durkin-yes; Helwig-yes; Clark-yes; Campbell-yes; motion approved.

Open Space Committee (\$400,000 for Conservation Fund) – John Campbell presented. He discussed the Open Space Inventory (Open Space and Recreation Plan); the Status and History of the Conservation Fund (FY2012 through December 4,2019); 2020 OSRP Goals and Objectives; and CPA Fund Allocations (FY06-FY20). The question of supporting an increased CPA surcharge to implement any of the objectives in the survey was supported more than half. Some Open Space members thought it was an indicator to increase the 1.5% surcharge; Mr. Campbell advocated against it and felt the 1.5% worked well. CPC Members felt that this is a difficult time for residents to consider an increase. Mr. Campbell said the Conservation Fund needs to be kept well-funded; opportunities will come up in the next several years and the money will aid in moving quickly on parcels without having to go to town meeting for each one. He asked CPC to consider funding the Open Space request for \$400,000. Mr. Clark asked if there was an urgency to move the money from Unreserved to the Conservation Fund. Mr. Clark said there is not a current negotiation but felt there is an opportunity; it is the ability to act with urgency from the Conservation fund instead of waiting for town meeting and was advocating to build it back up. He also noted that the town received an extraordinarily high match from the state (because of the change in legislation) which will help the Unreserved fund. FY14 was the last time Conservation fund was funded. Mr. Helwig made a motion to

fund the application in full (\$400,000) from the Unreserved balance; Mr. Martin seconded; roll call vote: Martin-yes; Leland-yes; Harrison-yes; Milton-yes; Durkin-yes; Helwig-yes; Clark-yes; Campbell-yes; motion approved.

Northborough Historical Society (\$20,000 for exterior restoration and preservation of Historical Society building at 52 Main Street) – Richard Ferenchick (Chairman & VP Finance Committee) and Mike Duchesneau (Board of Directors) presented. The building is 160 years old; it was painted 13-15 years ago; CPC previously funded to repair the organ and refurbish the kitchen. The goal is to prevent further deterioration of the building. The money will be used to restore, preserve and protect from the weather elements. He approached both the Assabet Vocational School and Worcester County jail to have the work done pro bono, but it was well beyond their scope. They solicited competitive bids and chose Target Painting in Sudbury. \$2,000 (which was funded by personal funds and full board authorization) was paid in October as a down payment for the project. He thanked Norm Corbin and Mike Duchesneau for submitting the application. Ms. Milton asked what the restoration was. Mr. Ferenchick said there is a section in the archive building that needs carpentry work. Mr. Clark made a motion to fund the Historical Society application request for \$20,000 to come from the Historic Reserve; Mr. Martin seconded; roll call vote: Martin-yes; Leland-yes; Harrison-yes; Milton-yes; Durkin-yes; Helwig-yes; Clark-yes; Campbell-yes; motion approved.

Admin Fund – Mr. Clark made a motion to fund the Administrative Fund \$32,600 to come from New Revenue ; Mr. Leland seconded; roll call vote: Martin-yes; Leland-yes; Harrison-yes; Milton-yes; Durkin-yes; Helwig-yes; Clark-yes; Campbell-yes; motion approved.

**Old/New Business:**

The next meeting date was scheduled for February 4, 2021.

Mr. Martin made a motion to adjourn; Mr. Leland seconded; roll call vote: : Martin-yes; Leland-yes; Harrison-yes; Milton-yes; Durkin-yes; Helwig-yes; Clark-yes; Campbell-yes; motion approved.

The meeting ended at 9:25 p.m.

Respectfully submitted,

Melanie Rich  
Recording Secretary