

## COMMUNITY PRESERVATION COMMITTEE

Public Meeting Minutes  
January 19, 2021  
7:00 P.M.  
Virtual Meeting

Pursuant to notice duly filed with the Town Clerk's Office, Concord's Community Preservation Committee held a virtual public meeting on Tuesday, January 19, 2021 at 7:00 p.m. using the Zoom meeting platform. Meeting ID: 818 6034 9452 Password: 680828.

Present Committee Members: Tom Kearns (Chair), Peter Ward, John Cratsley, Nancy Nelson, Diane Proctor, Judy Zaunbrecher, Burton Flint, Hester Schnipper, Paul Grasso

Others Present: Elizabeth Hughes, Town Planner; Matt Johnson, Select Board Liaison; Christine Reynolds, Finance Committee; Melissa Saalfield, Historical Commission; Alec Wade; Sam Wade; Tom Wilson, Roselyn Romberg, Holly Cratsley

Mr. Kearns called the meeting to order at 7:04pm and noted that the meeting was being recorded.

Committee members introduced themselves and stated from which Board or Committee they were designated. Mr. Kearns stated that Ms. Nelson was responsible for recording and drafting minutes of the meeting.

Mr. Kearns briefly summarized the agenda for the evening and proposed reviewing the latest "matrix" one more time and perhaps noting conditions for recommendations.

### **Item 1. Review of Current Applications and Any New Materials Received**

Mr. Kearns proposed addressing new materials while going through the "matrix." He asked if there were other discussion points prior to proceeding to agenda item #2 – "Discussion and Voting on Recommendations."

Ms. Nelson asked about the process for developing conditions. Mr. Kearns said these were not needed yet. Ms. Hughes clarified that members can identify concerns and proposed language in the coming weeks/months and that conditions are not required for the warrant article and do not need to be approved by town meeting.

Ms. Hughes reported that she verified w/Ms. La Fleur that the preliminary fund availability in the current funding recommendations were correct.

### **Item 2. Discussion and Vote Recommendations**

Mr. Kearns led a review of the preliminary funding allocations using the January 19, 2021 version of the "Community Preservation Committee Recommendations for Funding at ATM 2021" (aka "matrix") as a framework. He stated that public comment would be invited at the end of each CPA funding category.

#### **Community Housing**

- A. Town of Concord-Housing Production Plan Update – OK at \$30,000. There were no public comments.

- B. Town of Concord-Regional Housing Services – OK at \$25,000. There were no public comments.
- D. Community Housing Development Corporation – Affordable Housing Buydown – the Committee supported increasing the allocation from \$200,000 to \$233,880. Mr. Johnson asked if the warrant would help with two family housing. Ms. Hughes explained why it would not. There were no public comments.

Historic Preservation

- C. Town of Concord-Emerson Field Flagpole– OK @ \$14,250.  
Ms. Nelson read the January 20, 2021 draft letter from CHC to CPC conveying CHC’s determination that the flagpole is a “historic resource” of the town within the CPA definition and, therefore, eligible for CPA funding. Ms. Hughes said the letter was sufficient. There were no public comments.
- E. Concord Home for the Aged – OK @ \$185,000. There were no public comments.
- F. Masonic Lodge Roof/HSR – OK @ \$107,261. There were no public comments.
- G. Wright Tavern Stabilization (Mr. Cratsley recused himself and turned off his monitor & audio) – OK @ \$260,000.

Mr. Kearns noted that a new letter was received dated January 14, 2021 and thanked the Wright Tavern Futures Task Force for their sustained efforts to work in partnership with the Committee. The letter summarized a site meeting on January 12 with WTFTF, its historic preservation consultants and the project engineer. All are aware of the need to follow the Department of the Interior’s guidelines for work on historic buildings. It described a revised strategy to focus on the 2<sup>nd</sup> floor where only ‘new’ plaster will be removed to investigate the underlying framework and issues. Historic fabric will not be removed. Specific steps were also identified to stabilize the structure while maximizing preservation of historic fabric. Ms. Nelson stated she was happy with the new direction and would like CPC to be able to review the plans/specs resulting from the new collaboration. (The CP Coalition recommends that CPCs review plans during the application stage). Ms. Nelson noted the importance of documenting the work and stated an interest in developing conditions and a Preservation Restriction for the Tavern.

Public comments:

Ms. Romberg acknowledged the importance of documentation as work proceeds, spoke about the new collaboration w/the project engineer, preservation architect and architectural conservator, and cited the legacy of WT for future generations. Ms. Cratsley explained the complexity of the work and shared a concern that their revised request might not cover all consultant costs. This concern would be mitigated if funds can shift between line items. Ms. Hughes stated it was appropriate for the CPC to start developing steps and a time frame for potential conditions and a PR. She also said CPA funds can be reallocated between line items in the application. This could go in a grant agreement. Mr. Wilson reiterated WTFTF’s commitment to transparency to gain trust for future funding and to work together for Wright Tavern’s future. Ms. Saalfield commended the Trustees for what they have done to care for the WT, revising the project and respecting other comments.

Open Space

M. Chamberlin Park Bridge Survey/Permitting (NRC project) – OK @ \$35,000. There were no public comments.

N. Emerson CR (NRC project) – OK @ \$210,000. There were no public comments.

#### Open Space and Historic Preservation

H. Town of Concord-Wheeler-Harrington House and Land – OK @ \$20,000. Ms. Hughes asked how funds should be allocated. Mr. Kearns responded 50/50 between Open Space and Historic preservation. There were no public comments.

#### Open Space and Recreation

I. Town of Concord-White Pond Beach Improvements – OK @ \$300,000. Ms. Hughes asked how the funds should be allocated. Mr. Kearns responded 50/50. There were no public comments.

J. Town of Concord-Bruce Freeman Rail Trail – OK @ \$25,000. There were no public comments.

K. Town of Concord NRC – Warner’s Pond Dredging – OK? @ \$250,000. There were no public comments.

L. Town of Concord NRC – Old Rifle Range Survey & Permitting – OK @ \$34,500. There were no public comments.

#### Administration

O. Staff and Technical Support – OK @ \$40,000. There were no public comments.

Mr. Kearns asked if there were any other comments and if not, were the members in favor of voting. Ms. Zaunbrecher moved to recommend to the 2021 Annual Town Meeting funding of the CPC Projects as listed on the January 19, 2021 version of the Community Preservation Committee Recommendations for Funding at ATM 2021.

A roll call vote followed. Mr. Cratsley recused himself from the vote and turned off his monitor and video. The other 8 members present voted in favor of the motion.

Mr. Kearns said, “We have a Recommendation” and thanked everyone involved in getting to this point. Mr. Kearns authorized Ms. Hughes and staff to draft the warrant article for the 2021 Annual Town Meeting. He added that everyone is looking forward to Heather Gill’s return in March. Agenda Item #2 was closed.

**Item #3. Other Business**

- a. Fund Distribution Status – nothing to report.
- b. Project Update Report – nothing to report. Ms. Hughes noted that a warrant article will be developed to recover unused funds from completed CPA projects (the Old Manse and wheeler-Harrington House).
- c. Approval of Minutes - December 8, 2020 draft minutes – minor edits were discussed; Ms. Proctor moved to approve the draft Minutes as amended. Mr. Grasso seconded and the minutes were approved by a unanimous roll call vote. January 5, 2021 draft minutes – Ms. Nelson requested that approval be deferred until the next meeting to permit time to doublecheck the video recording of the meeting.
- d. Other: There was consensus to keep the February 16, 2021 meeting on the calendar. The following meeting will be March 16, 2021 – when Heather Gill is expected to return. Ms. Proctor noted that she had not yet been able to schedule a visit to Wright Tavern and that seeing it would be useful in understanding this historic building. Ms. Nelson would also be pleased to go.

**Item #4 Adjourn**

Hearing no other business, Mr. Kearns adjourned the meeting at 8:13pm.

Respectfully submitted,

Nancy A. Nelson  
Community Preservation Committee

Minutes approved on \_\_\_\_\_ March 16, 2021

Secretary \_\_\_\_\_