

COMMUNITY PRESERVATION COMMITTEE

Public Meeting Minutes February 13, 2018 7:00 P.M. Second Floor Meeting Room 141 Keyes Road

Pursuant to notice duly filed with the Town Clerk's Office, Concord's Community Preservation Committee held in the Second Floor Meeting Room at 141 Keyes Road at 7:00 P.M. Committee members Dee Ortner, Greg Higgins, Linda Escobedo, John Cratsley and Peter Ward were present. Senior Planner, Heather Lamplough was also present.

Ms. Ortner called the meeting to order at 7:00 p.m.

Discussion and Update of any Project Changes

Ms. Lamplough briefly updated the committee that 51 Walden intends to still use the CPA funding for their project. She explained that they have been working with the finance department to draft and release an RFP for the proposed work.

Discussion of Warrant Articles for 2018 Annual Town Meeting

The committee discussed the updates to Articles 24 and 26. Ms. Ortner explained that the numbers have changed on Article 24 because the final reimbursement has been paid for the Peter Bulkeley Project. So the article was amended to reflect the exact number that will be leftover in that project account, and therefore requested to be re-appropriated under Article 24. Ms. Ortner also explained that Article 26 has been amended due to the retraction of the Bedford Court application. She suggested that the same funding recommendation be made for the Community Housing Reserve Fund, so that those funds will be designated for future community housing applications.

The committee then discussed what they will do in the event that Article 25 – the purchase of the Gerow Land - does not pass at Town Meeting. The committee discussed how they must still allocate enough funding to reach 10% in each category. The committee agreed to have an alternate motion on hand that will allocate \$30,000 to the Open Space Reserve Fund.

Mr. Higgins motioned to approve the amended motion for Article 24. Mr. Ward seconded the motion and all other voted in favor. The motion passed (5-0).

Ms. Escobedo motioned to approve the amended motion for Article 26. Mr. Higgins seconded the motion and all others voted in favor. The motion passed (5-0).

Review and Discussion of Potential Draft Project Conditions

The committee reviewed the draft project conditions for the 2017 applications recommended for funding at the 2018 Annual Town Meeting.

Ms. Lamplough stated that she looked into preservation restrictions for CPA projects, and they are just to protect the structures from inappropriate alterations being made to the building. She stated that because the Masonic Lodge is located in a Local Historic District, the Historic Districts Commission already has to review and approve all exterior changes and

alterations to the structure. The committee agreed that there is no need for a preservation restriction for this project because of its location in the Historic District.

Mr. Cratsley stated that the project conditions should all use the terminology “shall” to be consistent. Ms. Lamplough stated that she will review and update the draft project conditions to reflect this.

Presentation for Finance Committee Public Hearing

The committee briefly discussed the presentation for the Finance Committee public hearing, and Ms. Ortner stated that it will be a condensed version of the presentation given at the public hearing back in November.

Other Business

Ms. Lamplough reviewed the Open Projects Report and provided the Committee with a few project updates. The committee also reviewed a project update report that was requested and submitted for the Old Manse projects. The report requested that some of the funds from Phase I are redirected to be used under Phase II of the project. The committee requested further information on the redirection of the funds, and asked that the applicant submit a formal request for that. They stated that they are unsure if they will be able to do this if the project does not align with the scope of the original application. The committee also asked that the reimbursement request is separated into Phase I reimbursements and Phase II reimbursements, and are re-submitted as two separate reimbursement requests.

The committee asked that the Robbins House submit a final report on the project, and that let them know that the committee intends on closing out this project and returning any unused funds to the CPA general fund.

Ms. Ortner asked the committee if they would like to review and approve reimbursement requests over a certain amount, or if they would like to leave it as is, which is at the discretion of staff and the treasurer. The committee agreed to leave it at the discretion of staff and the CPC treasurer.

Ms. Ortner asked that expenditure reports are submitted along with project status reports for the open town projects.

Approval of Minutes

Mr. Higgins moved to approve the January 9, 2018 minutes as amended. Mr. Ward seconded with all others voting in favor.

Mr. Higgins moved to adjourn the meeting. Ms. Escobedo seconded the motion and ALL VOTED IN FAVOR. The meeting was adjourned at 9:10 P.M.

Respectfully submitted,
Heather Lamplough
Senior Planner

Minutes Approved on: _____ 4 – 3 -2018 _____

Secretary