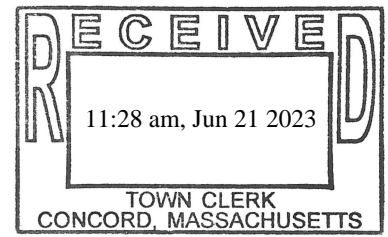




TOWN OF CONCORD
COMMUNITY PRESERVATION COMMITTEE
PUBLIC MEETING MINUTES
FEBRUARY 21, 2023



Pursuant to notice duly filed with the Town Clerk's Office, Concord's Community Preservation Committee held a virtual public meeting on Tuesday, February 21, 2023 at 7:00 p.m. using the Zoom meeting platform.

Committee members present: Diane Proctor, Chair; Paul Boehm; John Cratsley; Nancy Nelson; Charles Phillips; Sarah Grimwood.

Others Present: Ann Clifford, Senior Planner; Linda Escobedo, Select Board Liaison

Call to Order

The Chair called the meeting to order at 7:00 p.m. by a roll call vote.

1. DISCUSSION OF UPCOMING 2023 ANNUAL TOWN MEETING

Chair Proctor prompted the rest of the Committee that they would be discussing the three (3) Articles (26,28,29) that were being submitted for consideration at the 2023 Annual Town Meeting. Ms. Clifford, Senior Planner presented an outline of the recommendations for CPA funding in Warrant Article 26 and Chair Proctor summarized the project details on each recommendation so that the Committee may view and discuss project conditions in advance of the 2023 ATM and upcoming Finance Committee public hearing, scheduled for Wednesday, March 1, 2023.

Review of Project Recommendations for CPA Funding in Warrant Article 26

The Committee reviewed the following project recommendations and the Chair provided an opportunity for the CPC and public to ask questions and make comments:

1. Regional Housing Services Program
2. Assabet River Bluff Preservation and Housing
3. Bruce Freeman Rail Trail
4. Open Space & Recreation Plan Update
5. Warner's Pond Restoration Project
6. Cemeteries Stone Wall Restoration
7. Concord Civil War Soldiers' Monument Conservation & Preservation Project
8. Concord Historic Preservation Plan
9. Preservation/Conservation of Historic Plans
10. Staff and Technical Support

Finance Committee member, Ms. Dee Ortnier commented that the CPC should anticipate hearing more questions at the upcoming Finance Subcommittee meeting about Warner's Pond,

and also asked the Committee to consider how much funding has been allocated to projects which have not yet been initiated.

Mr. Keith Bergman, Chair of the Concord Municipal Affordable Housing Trust commented that the Trust had prepared supplemental slides to share with the public regarding Article 28, which proposes to transfer funds to the Concord Municipal Affordable Housing Trust. Mr. Bergman proceeded to give an update on how Articles 28 & 29 would transfer to CMAHT from CPA and Town's \$2,044,255.76 previously appropriated for Christopher Heights 83 assisted living units. In his presentation, Mr. Bergman also spoke to the breakdown of funding for the Housing Production Plan's two top priorities: Assabet River Bluff (\$800,000) and Junction Village (\$5,200,000).

When asked about the priority project, Mr. Bergman replied that discussions are underway with the CHDC to better understand the dynamic of cash flow for various project expenses. Mr. Bergman concluded his presentation with an overview of the FY23-28 Housing Production Plan and discussed adding a range to some of the projected costs, due to uncertainty with supply chain shortages and expenses related to the public procurement process.

2. PROJECT UPDATE REPORT

A. FY 2023, Second Quarter

Chair Proctor turned the discussion over to Ms. Clifford, so that she could present a breakdown of the status of all the FY 23 projects. Ms. Clifford remarked that the table would give the Committee a good sense of which projects were moving forward in FY23, and which have been inactive. Ms. Clifford pointed out that the applicant for the Commonwealth Avenue project has recently requested funds where is not yet reflected on the spreadsheet. Mr. Phillips provided a brief reminder that Habitat for Humanity of Greater Lowell had requested that the Town of Concord cover the sewer costs for the project, which was estimated to be approximately \$60,000. Ms. Clifford confirmed that the CHA has submitted a request for money in advance to pay for that sewer connection, which has already been approved by the Treasurer and Chair.

The CPC reviewed the allocations in the Assabet River Pedestrian Bridge project. Chair Proctor asked why there was still approximately \$300,000 in unspent, uncommitted funds. Ms. Clifford answered that the Town was still spending down funds from previous years. Melissa Saalfeld relayed that the preservation of the historic flagpole in the center of Concord's Emerson Field should be complete.

The Committee continued to look at each project, line by line, to see which funds were being drawn from, and which were not. The Committee also discussed a method for coming up with a biannual progress reporting system for project applicants to better track how allocated funds are being used.

B. Wright Tavern

Mr. Doug Manley, Principal and Architect of the Spencer Preservation Group appeared in front of the CPC to discuss renovations and repairs which are planned at the Wright Tavern (2 Lexington Rd, Concord, MA 01742).

Notable Progress Updates

- The Wright Tavern Legacy Trust Board approved the schematic designs for the building.
- Working to meet with the Town Counsel and the Historical Commission to resolve public access negotiations in connection with a Preservation Restriction.
- Plans and specifications for supplemental structural support are available for CPC review, in accordance with the grant agreement.

Mr. Manley presented a 15-page document with detailed drawings for structural repairs prepared by Structures North to increase load capacity for assembly use.

Ms. Nelson remarked that the project seemed like a major undertaking and wondered who would be qualified to certify that the project adheres to the Secretary of the Interiors' Standards. She asked about anticipated visitation as well as the number of people anticipated to be inside the structure at any given moment.

C. Warner's Pond Dredging

Chair Proctor summarized that the Warner's Pond project has approximately \$750,000 in funding, but the costs to move forward in any way will be greater. There will be a series of public hearings and a survey distributed from the Town in order to help inform the project strategy, which could be dredging, dam removal or something else.

Ms. Clifford read an update provided by Delia Kaye, Director of the Natural Resources Division, who could not be in attendance for this evening's meeting. The update stated that Ms. Kaye held a project kickoff meeting and two subsequent planning meetings with the consultant, Recreation, Engineering and Natural Resources staff. Ms. Kaye also printed and distributed a community survey and announcement of the first Community Meeting to be held on March 2nd at 7:00 PM both in-person and virtually. In her correspondence, Ms. Kaye had noted that the consultant has reviewed the available desktop data sources in previous reports and completed field data collection. The consultant also prepared conceptual alternatives, technical memorandum to summarize project goals objectives and provide preliminary descriptions of alternatives. Additionally, the consultant is in the process of preparing a presentation for the Community Meeting, the draft conceptual design drawings, cost estimates for the two action alternatives, visual renderings for two action alternatives, and drafting the final report which will be provided in late March.

3. OTHER BUSINESS

A. Municipal Affordable Housing Trust Agreement – next steps

Ms. Clifford stated that there would need to be an grant agreement between the CPC and the Affordable Housing Trust according to the Community Preservation Coalition guidelines. She stated that the Community Preservation Coalition has drafted a sample grant agreement for CPC's across the state, which she used to provide a draft for the Concord CPC.

Mr. Boehm asked if Article 28 needs to reference the Municipal Affordable Housing Trust Agreement. Chair Proctor replied that Article 28 was already submitted and approved, so it did not need to be included.

Mr. Cratsley commented that it would be interesting to look at this document as to whether it is just confirmation of the movement of the money, or whether it contemplates some long-term relationship because that was the issue that was raised when the trust was first created.

Mr. Philips questioned if this funding which the CPC transfers to the Trust has to be sequestered from the other funding because there are limitations in terms of what the CPC funds can be legally spent on. Mr. Bergman replied that the transferred funds will need to be spent on projects which are eligible under the Community Preservation Act.

Chair Proctor reminded the Committee that Wednesday, April 12, 2023 at 7:00 PM has been offered as the date for the next Concord Housing Roundtable, and that she would be in attendance.

Select Board member, Ms. Escobedo suggested that the document be clearly identified as a draft in a watermark and that its source be identified.

Finance Committee member, Ms. Ortnor pointed out that the agreement with CMAHT could set a precedent in one category that may also be attractive to other categories: historic preservation and open space.

4. ADJOURNMENT

With no other business, the meeting was adjourned at 8:56 p.m.

- **Meeting recording:** <https://youtu.be/xboFI0AlGuc>
- **Meeting Agenda:** https://concordma.gov/AgendaCenter/ViewFile/Agenda/_02212023-10457

Minutes approved: May 16, 2023