

Community Preservation Committee
Minutes of Wednesday December 11, 2019 – 7:00PM
Town Hall, Second Floor Conference Room

CPC Members Present: Christina Wilgren (Bedford Housing Partnership), Chair; Lauren Crews (Bedford Housing Authority), Vice-Chair; Shawn Hanegan (Planning Board), Chair; Margot Fleischman (Selectman, Park Commissioner); and Robin Steele (Recreation Commission); Katharine Shutkin (Historic Preservation Commission); and Lee Vorderer (at-large member)

Absent: Steven Hagan (Conservation Commission)

Also Present: Assistant Town Manager of Operations Amy Fidalgo; Historic Preservation Commission Member Don Corey

1. Call Meeting to Order

The meeting was called to order at 7:00 p.m.

2. Approve Minutes of May 23, 2019 and September 16, 2019

The Committee discussed edits to the meeting minutes of May 23, 2019 and September 16, 2019. Ms. Crews moved to approve the minutes of May 23, 2019 and September 16, 2019 as amended. Ms. Shutkin seconded.

The motion passed 7-0-0.

3. Review of Capital Requests

Ms. Fidalgo provided information on the three projects that are in the FY21 Capital Plan, and are eligible to be funded through the Community Preservation Act. The three projects are the Skate Park in the amount of \$18,000, Springs Brook Park Water Capital in the amount of \$36,050, and the Town/School Grounds Capital Rehabilitation for H Field in the amount of \$100,000.

4. Community Preservation Committee Six Year Plan

a. Review of Spring 2020 Program and Plan

The Committee reviewed the draft of the Spring 2020 Program and Plan. Ms. Fidalgo notified the Committee that all ongoing projects were reviewed by the various Town Departments that oversees each project. If projects were completed, the descriptions were updated and the changes are reflected in the current Program and Plan. For ongoing projects, Ms. Fidalgo included the remaining balances for each project.

Ms. Wilgren asked if any more had been expended for the ongoing Pine Hill Crossing development. Ms. Fleischman said she would not be surprised if the contractor did not bill the town until he received the Certificate of Occupancy for each unit. Ms. Fidalgo will confirm this information and let the Committee know at its next meeting.

Ms. Steele asked for a status update on the Community Garden project. Ms. Fleischman said this project has not been advanced at this time, but the appropriation remains open. The Committee can decide if the money should be rescinded, or it could be re-appropriated to a future project that relates to implementation of the garden at 350 Concord Road.

Mr. Hanegan asked about the status of the Dog Park project. Ms. Fleischman said there were no clear cut sites that would work for a dog park, and the ad hoc Committee that was charged with finding a location is no longer meeting. Ms. Fidalgo pointed out that these funds are recommended to be closed out and put towards the FY21 budget.

b. Review Submitted Projects

The Committee reviewed all submission sheets submitted for FY21 funding.

Regional Housing Services Office Annual Contract (\$30,000)

Bedford Housing Authority Life Management Program (\$35,505)

Ms. Fleischman asked if individuals at Bedford Village who are living in affordable units as homeowners would be eligible for this program as well, even though the primary focus of this program is geared towards renters. Ms. Fidalgo said she would get clarification on this for the next meeting.

The Committee requested an update on how both affordable housing programs are doing; Ms. Fidalgo will provide an update from RHSO and BHA at the next meeting.

Old Town Hall Renovation and Rehabilitation (\$159,550)

Don Corey, Historic Preservation Commission Member, provided background information on the Old Town Hall Renovation and Rehabilitation, and the Bedford Historical Society's desire to move the Bedford Historical Museum into Old Town Hall. Ms. Fleischman said that there will also be a presentation on the museum at the upcoming Selectmen's meeting on Monday, December 16, 2019.

Skate Park (\$18,000)

Mr. Hanegan requested clarification on the materials being used for the rehabilitation of the Skate Park. Ms. Fidalgo will request this information to be provided by DPW.

Springs Brook Park Water Capital (\$35,050)

Ms. Steele asked what material will be used for the apron at Springs Brook Park. Ms. Fidalgo will provide this information at the next meeting.

Town/Schools Ground Capital Rehabilitation (\$100,000)

Ms. Steele asked if any of the JGMS construction work will disrupt the field rehabilitation. Ms. Fidalgo said that DPW and Facilities are coordinating all work so that the hardscape improvements will not interfere with the field improvements at H Field.

Trails Committee Hartwell Town Forest Boardwalk (\$420,000)

Lee Vorderer asked for confirmation that all the boardwalks being built throughout town are ADA accessible. Ms. Fidalgo confirmed that all boardwalks are ADA accessible, and said she would ask DPW to include a statement about ADA accessibility with this application and future applications.

The Committee requested that all applications be reviewed to make sure applicants did not mistakenly use the terms “repair” or “maintenance” for any projects, when the intended project would involve rehabilitation or replacement. Ms. Fidalgo confirmed that she would work with all applicants to make sure the appropriate language is reflected in all FY21 applications.

5. Status of Community Preservation Budget

Ms. Fidalgo reviewed the FY21 Community Preservation Budget based on the financial documentation provided by the Finance Department. Ms. Steele asked for clarification on the FY21 affordable housing appropriation in order to confirm that the 10% minimum requirement is met. Ms. Fidalgo confirmed that 10% requirement will be met if the Committee funds the affordable housing requests for the Regional Housing Services Office annual contract, and the Bedford Housing Authority Life Management Program.

6. New Business

Ms. Fidalgo will invite Stuart Saginor of the Community Preservation Coalition to attend a spring meeting in 2020 in order to review CPA regulations and guidelines with the Committee. Ms. Wilgren also requested that the Committee review the MGL language pertaining to CPA in order to familiarize themselves with the legislation.

7. Schedule next meeting

The next meeting is January 16, 2020 at 7PM. This meeting will include the Public Hearing to discuss any public feedback in regards to the Spring 2020 Program and Plan.

Ms. Crews moved to adjourn. Ms. Steele seconded the motion.

The motion passed 7-0-0.

The meeting adjourned at 8:15PM.

Respectfully submitted,
Amy Fidalgo
Recording Secretary