

Town of Bridgewater, Massachusetts

Community Preservation Committee

Meeting Minutes February 24th, 2021



Community Preservation Committee

Gina Guasconi, Chair
Recreation Commission

Carlton Hunt, Vice-Chair
Citizen at Large

Kevin Mandeville
Open Space Committee

Joan Neumeister
Housing Authority

Jean Guarino
Planning Board

Harry Bailey, Jr.
Conservation Commission

Stephen Rogan
Historical Commission

William Smith
Historic District Commission

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Affordable Housing Trust

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Joshua McGraw
Staff Assistant

The meeting was called to order by the Chair at 6:35PM

Members Present: Gina Guasconi, Jean Guarino, Carlton Hunt, William Smith, Stephen Rogan, Joan Neumeister

Members Absent: Kevin Mandeville, Harry Bailey

Guests Present: Jennifer Goldson, Barbara Morey, Gordon Brailsford, Cathy Bouldry, Jennifer Tamarkin (Captstone), Mathieu Zahler (Capstone),

Public Comment – No public comment.

Approval of Minutes – January 27th, 2021

Carlton motioned to accept the minutes as amended, Steven Rogan seconded the motion. The motion was approved unanimously

Review of Financial Reports

The committee reviewed the reports received from the Finance Department and discussed the upcoming budget. The estimated revenue is \$878,000 for the FY22 Budget with a reserve of 10% to community housing, 10% to resources, 10% to open space, and a maximum of 5% for administration services. The committee will look into paying off the balance for the Keith Homestead loan.

Carlton Hunt motioned to approve the FY22 budget of \$878,000 along with the CPA revenue from the town of \$700,000, the state revenue of \$175,000 and interest revenue \$3000 and to allocate 10% from the \$878,000 to the open space reserve, to the housing reserve, and the historical reserve and 5% to the admin account with any remaining funds going to the undesignated reserve. Steven Rogan seconded the motion. The motion was approved unanimously.

McElwain Presentation

Carlton Hunt motioned to take discussion on the McElwain presentation out of order, William Smith seconded the motion. The motion was approved unanimously.

Mathieu Zahler gave a presentation updating the committee on the progress of the McElwain project. The most recent site plan was shown and included the modifications due to cost overruns. The loan agreement and deed restriction will be discussed with the Town Manager and CPC once available.

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Carlton Hunt motioned to take the CSCC Grant Agreement discussion out of order, Jean Guarino seconded. The motion was approved unanimously.

Old Business

Grant Agreement – Central Square Congregational Church

The grant agreement has been forwarded to the Town Manager and Town Counsel for review. The deed restriction is still being considered due to the procurement law and Jennifer Burke has also suggested that the Town Counsel be allowed to write the deed restriction which would avoid the procurement law. Jennifer Goldson recommended that the Town Counsel not write the restriction unless he has historical or preservation expertise. Ms. Goldson did say that a final review by the Town Counsel would be acceptable and recommended. The committee feels that the best course of action would be to follow the procure law rather than try to circumvent it if the Central Square Congregational Church is not willing to pay the retainer fee for the architect. The CSCC will pay the retainer & contract fee if the Bridgewater CPC sends a formal letter stating that the costs will be reimbursed once work is completed.

Carlton Hunt motioned to authorize \$6,500 to be taken from the Community Preservation Committee's Administration Fund to reimburse the Central Square Congregational Church for the Preservation Deed Restriction, William Smith seconded the motion. The motion was approved unanimously.

High Street Bridge Committee

The ad-hoc committee met earlier this week. The discussion at the meeting centered around mitigation measures for the site. These included saving the signage and slabs from the dam.

Memorial Building

The Historic Commission had a presentation on the Memorial Building project last week.

Policies and Procedures Document

The changes to the document have been submitted to Jennifer Goldson.

Administrative Changes to Ministerial

The first reading was at the last Town Council meeting and it has since been referred to the rules and procedures committee.

Public Hearing

Carlton Hunt motioned to approve up to \$1,000 for the newspaper advertisement for the public hearing, Joan Neumeister seconded the motion. The motion was approved unanimously.

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Liaison Reports

Parks and Recreation

The pickleball court application is being worked on and should be ready by their next meeting.

Next Meeting – Public Hearing March 24th, 2021

Jean Guarino motioned to adjourn the meeting at 9:20PM, Joan Neumeister seconded the motion. The motion was approved unanimously.

Adjourn – 9:20