

MEDWAY COMMUNITY PRESERVATION COMMITTEE

155 Village Street
Medway, Massachusetts 02053

Mark Cerel, Chairman Citizen-at-Large
David Kaeli, Vice Chairman, Citizen-at-Large
Missy Dzikczek, Parks Commissioner
Ken McKay, Conservation Commission
Rob Pomponio, Historical Commission
Alison Slack, Affordable Housing Committee, Chairman
Robert K. Tucker, Planning Board

Approved: **February 7, 2011**

Meeting Minutes: January 3, 2011
Medway High School - Library

Members Present:

Chairman Mark Cerel, Vice Chairman Dave Kaeli; Members: Alison Slack, Rob Pomponio, Bob Tucker and Administrative Assistant Shirley Bliss.

Call to Order:

With a quorum being met this meeting was called to order at: 7:35pm.

Discussion:

Affordable Housing Trust:

Alison Slack, Affordable Housing Chairman reported that the first meeting of the Affordable Housing Trust Committee is set for Wednesday, January 5, 2011, with electing officers and accepting the Housing Trust Plan as its main agenda items.

Thayer Homestead:

Project has gone out to bid, with a walk thru set for Thursday, January 20th from 7:30am - 10:00am. The RFP's are due: Tuesday, February 8, 2011. Concerns were raised as to what was written into the RFP, what criteria is in place to evaluate the bidders, as well as was the purpose of the renovation stated. These unknowns will be addressed at a yet undetermined joint meeting with the Thayer Homestead Committee; Rob Pomponio will be in contact with Dan Hooper - Thayer Chairman and set this meeting up.

The CPC role in this renovation is strictly as an overseer of designer selection.

Winthrop Street:

Scaffolding is set up at the house, but nothing further is known. Heather Scott will be invited to the February Meeting to update this Committee.

Approval of Meeting Minutes:

September 20, 2010

Motion to Approve: Dave Kaeli Seconded: Alison Slack Vote: 5-0-0

October 18, 2010

With corrections to be made, these minutes were carried to the February, 2011 meeting.

October 25, 2010

These minutes were approved as presented.

Motion to Approve: Dave Kaeli Seconded: Alison Slack Vote: 5-0-0

November 1, 2010

With corrections to be made, these minutes were carried to the February, 2011 meeting.

Accounts Payable:

Housing Production Plan: PGC Associated \$600.00

Motion to Pay: Dave Kaeli Seconded: Bob Tucker Vote: 5-0-0

Open Space and recreation Plan PGC Associated \$1815.00

This bill was put on hold until it is determined who approved this expenditure for the ADA
Self-Evaluation Transition Plan

Appraisal: Parcel C - Adams Street CrossWhite Property Advisors \$3500.00

Appraisal on Seacord Lane on Adams Street

Motion to Pay: Dave Kaeli Seconded: Rob Pomponio Vote: 5-0-0

JM Goldson - Jennifer Goldson - Affordable Housing Plan \$3942.30

Final payment on contracted amount

Motion to Pay: Alison Slack Seconded: Dave Kaeli Vote: 5-0-0

Payroll: Shirley Bliss

October 1, 2010 - January 31, 2010 \$593.97

Motion to Pay: Alison Slack Seconded: Rob Pomponio Vote: 5-0-0

Adjournment:

With no further business before this Committee a motion was made and unanimously passed to
adjourn at: 8:50pm

Motion: Alison Slack Seconded: Dave Kaeli Vote: 5-0-0

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Approved:

Meeting Minutes: February 7, 2011
Medway High School Library

Members Present:

Chairman Mark Cerel, Vice Chairman Dave Kaeli, Members: Missy Dziczek, Ken McKay, Rob Pomponio, Alison Slack, Bob Tucker, and Administrative Assistant Shirley Bliss.

Guests Present:

Dan Hooper and Mark Wilcox of the Thayer Development Committee
Doug Marshall and Ned Faltas from Habitat for Humanity.
Heather Scott - Organic Garden
John Schroeder - Open Space Committee

Discussions:

Organic Farm: Heather Scott

House Rehab: Ms. Scott gave this Committee the following update:

Tri-County continues to be easy to work with and the school is ready to get started. Scaffolding is up and weather permitting work will begin as soon as all the permits are issued. No money has been spent to date.

Garden: Currently shares are being offered both for the food garden and the flower gardens. There are 100 available and to date 43 have been sold involving a total of 53 families. They are also working on getting the schools involved with the farm; currently the High School has a Green Team which is going to host tours of the greenhouse. The Garden Board is also in the midst of a Capital Campaign to raise funds. Other fundraising efforts include: a move night: "Canned Corn" to shown on March 25 at a costs of \$20.00 per family. On May 1, they will once again host their 5K race, all the sponsors are in place and registration will begin soon; last year's race was host to over 200 runners.

Thayer Homestead Development Committee: Dan Hooper

Dan Hooper, Chairman of this Committee presented the following update: Bids for design services are due tomorrow - February 8th. They are happy with the interest in the project; 31 companies inquired, 17 came to the walk thru and they are hoping for 8-12 submissions. Mr. Hooper sees no problem with the bids coming in within the budget. (\$30,000). Mr. Hooper will come to the March 7, 2011 Public Hearing to update this Committee on the bid outcome.

Open Space: John Schroeder:

Mr. Schroeder updated this committee on the Open Space Committee activities. Mr. Schroeder stated that the Open Space and Recreation Plan has been approved by the State and they are currently finishing up their first rounds of grant applications. Their first project is to complete an amphitheatre on town owned land beside the Charles River near the town hall. The anticipated project costs is \$50,000.

Parcels: At this time the Committee is looking at several parcels one is approximately 125 acres. To date 3 appraisals have been completed, updates will be given when available. This piece of property meets the Open Space criteria as well as being contiguous to the Chicken Brook Corridor.

The other parcel is over 100 acres and is located on the Charles River, the Trust for Public Land is currently in discussions with the land owner. Update to follow.

There is a possibility that these two parcels could be linked together.

Canoe Launch: The Fishery and Wildlife Agriculture Department has approved and will pay for 2 canoe launches on the Charles River. Both will be ADA accessible.

Trials: The trail around Idyllbrook is complete. The Open Space Committee is working with Conservation to install uniform signs and trail markers for all town trails.

Habitat for Humanity: Doug Marshall and Ned Faltas:

Habitat was present to discuss the possibility of doing another project in Medway. Discussions were had on where and what properties would work, the Bottle Cap lots, as well as the Seacord Property and the Adams Street lot were mentioned as good places to start. The Habitat Representatives stated that they would be open to doing multiple house builds on the same lot and would love having projects in the line to do. A discussion was held as to building on "in fill lots" which are lots that do not meet the Town's buildable lot size requirements, but would work for affordable housing.

Affordable Housing: Alison Slack

Affordable Housing Chairman Alison Slack informed this Committee that the Affordable Housing Trust Agreement was passed at the Affordable Housing Committee's meeting in January, 2011. Also a Board of Directors was created: Mike Heinemann is President and Anne Sherry is Vice President. The Trust is working on a presentation for the CPC and are hoping to have it ready for the Public Hearing in March. At this time the Affordable Housing is looking for \$205,000 from Town Meeting. More information will be available at the March presentation.

Accounts Payable:

\$3500.00 Crosswhite Properties Appraisal for Seacord Property
This bill was approved at the January 2011 meeting, approval was needed as the charged account had changed.
A motion was made to pay this bill from the Open Space Appraisal account:
Motion Missy Dziczek Seconded: Bob Tucker Vote: 7-0-0

\$1847.66 Jennifer Goldson Affordable Housing Trust Plan
\$1806.95 from the Affordable Housing Trust Allocation
\$ 40.71 from Administrative
The breakdown was due to the encumbering of funds from previous year could only cover the outstanding bill - even with the breakdown the project stayed within budget.
Motion to pay: Missy Dziczek Seconded: Dave Kaeli Vote: 7-0-0

Approval of Meeting Minutes:

January 3, 2011: Motion to approve with noted changes
Motion: Dave Kaeli Seconded: Alison Slack
Vote: 5-0-2 (Missy Dziczek and Ken McKay)

December 6, 2010: Motion to approve as presented
Motion: Dave Kaeli Seconded: Bob Tucker Vote: 7-0-0

October 18, 2010: Motion to approve as presented
Motion: Missy Dziczek Seconded: Dave Kaeli Vote: 7-0-0

November 1, 2010: Motion to approve as presented
Motion: Missy Dziczek Seconded: Dave Kaeli Vote: 7-0-0

Adjournment:

With no further business to discuss this meeting was adjourned by motion at:
9:15pm.

Motion: Bob Tucker Seconded: Dave Kaeli Vote: 7-0-0

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Rob Pomponio, Historical Commission
Alison Slack, Affordable Housing Committee
Robert K. Tucker, Planning Board

Approved: **May 3, 2011**

Meeting Minutes: March 7, 2011
Medway High School Library

Call to order: With a quorum being met, this meeting was called to order by Chairman Cerel at:

Committee Members present: Mark Cerel, Chairman David Kaeli, Vice Chairman, Member Ken McKay, Member Rob Pomponio, Member Alison Slack, Member, Robert K. Tucker, Member and Administrative Assistant Shirley Bliss.

Guests: Tina Wright, Open Space Committee, Dan Hooper, Thayer Homestead Committee, Frank Rossi, Finance Committee Liaison, citizen Ed Duggan, Audrey Rittter, Historical Society Curator and Affordable Housing Trust Committee Members: Michael Heinemann, Ann Sherry.

New Business:

Accounts Payable:

Community Preservation Coalition \$2500.00
Yearly Dues

After a brief discussion a motion was made and unanimously passed for payment from the Administrative Budget.

Motion: Rob Pomponio Seconded: Dave Kaeli Vote: 5-0-1 (Bob Tucker)

Community Newspaper: \$89.70

Legal Ad for Public Hearing

This bill was unanimously passed for payment from the Administrative Budget.

Motion: Dave Kaeli Seconded: Rob Pomponio Vote: 6-0-0

John Foresto: \$105.00

Reimbursement for books purchased to be used for The Thayer Homestead project and then donated to the Medway Library.

This bill was unanimously passed for payment from the Administrative Budget.

Motion: Rob Pomponio Seconded: Dave Kaeli Vote: 6-0-0

Approval of Meeting Minutes:

February 7, 2011

Approved as amended

Thayer Homestead: Dan Hooper

Mr. Hooper presented an update on the Design for Services RFQ. The Committee received 35 inquiries for the project with 11 proposals received and after a study by the Committee 4 companies were interviewed. The winner of the contract was Davis Square Associates from Somerville. All members involved in the review and interview were very impressed by their commitment to the project, they made several trips to the property on their own, have experience in this type of project, prepared a very comprehensive plan/view of the property, looked at property and its connection to the town, have grant and fundraising experience. The Committee has recommended to the BOS that they start contract discussions with the company. The next step is to set a budget for the project; they hope to have this completed in about 8 weeks with hopes of having an article ready for the fall Special Town Meeting, so that the design concept can be complete by the Spring of 2011.

A motion was made and unanimously passed to endorse The Thayer Development Committee's recommendation.

Motion: Dave Kaeli Seconded: Alison Slack

Vote: 6-0-0

Open Space: Tina Wright

Ms. Wright updated this Committee on the Open Space's accomplishments and future projects. Currently they are focusing on the Charles River and creating access to it for people. This will be in the form of canoe launches with parking. They are working with both the towns of Bellingham and Franklin to create a contiguous area of access. They are also working on signage for town owned property, so that residents know what they own. This signage will be consistent throughout the town. They hope to have a proposal with financial needs sometime during the spring of 2011. They are also working on a brochure as another way for the residents of Medway to know what is open to them. They hope to have this complete this spring. Open Space is also looking at once again restoring the amphitheatre that is located on the Sanford Mill property behind the town hall to its original state. Ms. Wright commented that the committee is working on a proposal to request CPA funds to help with the surveying of the land. Ms. Wright will continue to update the CPC on these projects.

Affordable Housing Trust Fund: Michael Heinemann – Chairman Trust Board of Directors

Mr. Heinemann presented the updated Affordable Housing Trust plan. The Trust is asking for \$432,965.00 (up from \$205,000 in February, 2011) of the Affordable Housing funds set aside in accordance with the Community Preservation Act. These funds were budgeted as follows:

Hire a Community Housing Specialist	\$ 22,300 – maybe hire on a consultant basis
Legal Expenses	\$ 5,250
Administrative Expenses	\$ 2,500
Retain existing affordable unit's	\$175,000 – reserve fund – should a unit become available
Support private developments	\$125,000 – buy down or builder incentive
Potential land purchases	\$100,000 – non-conforming/Habitat for Humanity

The Trust is looking to purchase/acquire/build one affordable housing unit per year. The Trust is looking for these funds to be transferred so that they have funds available should something come up, allowing them to act fast.

Year One's focus is on developing Trust capacity, hiring the Community Housing Specialist, identifying/acquiring town owned land, tax title property as well as non-conforming lots. They also hope to receive the support of the builders in town to provide more affordable housing units. They hope that Community Housing Specialist they hire will prepare a list of current units within the town of Medway; as well as a "buyer ready" list for units that come up for purchase. They have hopes that the first affordable housing lottery will take place sometime in 2012.

Affordable Housing Trust Fund: Michael Heinemann – Chairman Trust Board of Directors (Continued)

Discussion:

Chairman Cerel once again voiced his opposition to the large sums of money being asked for; being that there is no project in mind. He does not feel that handing over large sums of money to a new Committee with no plan/project in mind would look good for the CPC. He would rather see the Trust come to the CPC with a project and its estimated cost.

Other Committee Members Concerns:

This plan is better than the first one, likes that there are benchmarks included.

This is a large sum of money, please do not feel that you need to spend it all the first year, please spend wisely or there will no support for future transfers.

Supports plan, but would like to see a commitment to a project.

The large sum of monies being requested with no "project" in the works.

Would like a check and balance system in place.

Upon the completion of the presentation and questions, a request was made to poll the Community Preservation Committee; several members replied that they were not ready to vote and so the vote was carried forward to the April 7, 2011 meeting; where a formal vote for Town Meeting will take place.

Adjournment:

With no further business before this Committee a motion was made and passed to adjourn at: 10:15pm.

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Alison Slack, Affordable Housing Committee
Robert K. Tucker, Planning Board

Approved: May 2, 2011

Meeting Minutes: April 4, 2011
Medway High School Library

Call to order: With a quorum being met, this meeting was called to order by Chairman Cerel at: 7:40pm.

Committee Members present: Mark Cerel, Chairman David Kaeli, Vice Chairman (arrived at 7:50pm), Member Missy Dziczek, Member Rob Pomponio, Member Alison Slack, and Administrative Assistant Shirley Bliss.

Guests: Affordable Housing Trust Committee Members: Michael Heinemann, Ann Sherry, Marcia Cramer, and Theresa O'Brien.

New Business:

50 Winthrop Street – Organic Garden

Mark Cerel informed this Committee that Dave D'Amico of the DPS has made a request as to how the CPC would like the bills for the renovations at 50 Winthrop to be handled. After a discussion of the options a motion was made and seconded to have the bills put before this Committee for review and approval for payment, as well as give Chairman Mark Cerel, permission to approve and sign all bills.

Motion: Missy Dziczek Seconded: Alison Slack Vote: 4-0-0
(This vote was taken prior to the arrival of Dave Kaeli)

Annual Town Meeting:

Mark informed all present that the Board of Selectman has voted to delay the Annual Town Meeting until Monday, June 13th.

Payroll:

Mark informed the Committee that payroll now will be approved by Suzanne Kennedy with Shirley sending Mark a copy for information purposes.

Recreational Fields: Missy Dziczek

Missy reported that at the last Parks Commissioners meeting all of the town's youth sports groups were present and all stated that there are just not enough fields in the town to handle all the groups' needs. Missy reported that these groups do not have the funds to purchase new parcels, or fix the current ones the town has (irrigation at Idylbrook and irrigation at Memorial) and would like to know if CPA funds can be used for these purposes. Chairman Cerel replied that under the current law – which may change in the near future – only land purchased with CPA funds can use CPA funds to renovate parcels into fields. Mark further explained that if these groups could come before this Committee with identified parcels to purchase for this reason; the Committee would entertain the idea. Missy explained that she had suggested that they get together and come up

with a plan and possible parcels to present to the CPC. The sports groups will come when they are ready.

Affordable Housing Trust Transfer:

The Affordable Housing Trust is looking for a transfer in the amount of: \$432,965.00

Chairman Cerel opened this discussion stating that with two (2) members of the Committee missing, he would prefer not to take a vote. This being such an important vote, he feels the entire Committee should be present. Member Alison Slack pushed for a vote and argued that the Trust has presented their case at several meetings, heard what people had to say, made the requested changes, and feels that all issues have been settled and would like to have a vote. She also argued that at the end of the March, 2011 meeting it was stated that a vote would be taken at the April, 2011 meeting. Members Kaeli and Pomponio agreed with this statement and felt that it was also time to take a vote.

Michael Heinemann, Chairman of the Trust wanted to know that Bob Tucker's concerns of the inventory and not having one, had been settled. An inventory has been taken and Bob received a copy of the report today. He also requested that a vote be taken at this meeting, because the Trust understands that they have a tremendous amount of community outreach work to do to make sure that the community understands their mission and makes an informed decision at the Town Meeting.

Ann Sherry, Trust Board Member, stated that they had received positive feedback from the Board of Selectman, who also stated that they had a lot of community outreach to do to receive a positive vote at Town Meeting. She also stated that she was under the impression that a vote was going to be taken this month.

A motion to support the transfer of \$433,000.00 from the CPA Affordable Housing Account to the Affordable Housing Trust was made and seconded and passed as follows:

Motion: Missy Dzikczek	Seconded: Dave Kaeli	Vote: 4-1-0
		Against: Mark Cerel

Discussion:

Chairman Cerel gave the following reasons for his negative vote:

- * Would like to see a project prior to requesting funds
- * The Legislature provides a special provision for these trust, but this Trust and the Affordable Housing Committee lacks any record with projects undertaken, never mind finished.
- * Suggestions were given in the pass to the Affordable Housing Committee by this committee and others in town and nothing was ever done with those suggestions.
- * Discussions were had as to the possibility of less money, but were rebuffed as an all or nothing request.
- * Community Preservation no longer has any oversight as to how the money is spent, yet if this does not work as presented, it could have a harmful effect on the Community Preservation Committee.
- * With two (2) Town Meetings a year, he felt there was no compelling reason to move such a large sum of money at one time, with no projects in the works.

Vice Chairman Dave Kaeli remarked as follows:

- * He agrees with Mark that there is a great need to be credible. If you are not you put the entire CPA Bylaw at stake.
- * You have to be mindful of protecting the purpose of the CPA and agree to seek guidance as needed to stay on track.

Affordable Housing Trust (continued):

With no further comments made a roll call vote was taken as to each members vote on the motion of transferring \$433,000.00 from the CPA Housing Account to the Affordable Housing Trust:

Dave Kaeli:	Yes
Missy Dziczek:	Yes
Rob Pomponio:	Yes
Alison Slack:	Yes
Mark Cerel:	No

The motion passes 4-1-0

A finalize wording of the Omnibus article will be written at the May, 2011 meeting of the Community Preservation Committee.

Adjournment:

With no further business before this Committee a motion was made and passed to adjourn at: 8:10pm.

Motion: Missy Dziczek Seconded: Alison Slack Vote: 5-0-0

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Judi Notturmo, Parks Commissioner
Rob Pomponio, Historical Commission
Alison Slack, Affordable Housing Committee, Chairman
Robert K. Tucker, Planning Board

Approved:

Meeting Minutes: August 1, 2011
Medway High School - Library

Members Present:

Chairman Mark Cerel, Vice Chairman Dave Kaeli; Members: Ken McKay, Alison Slack, Rob Pomponio, Bob Tucker and Administrative Assistant Shirley Bliss.

Guests Present:

Medway Youth Sports Teams: Bob Reagan, Softball, Paul Martin, Soccer. Parks Commissioners, Judi Notturmo and Rebecca Tinley, DPS Director, Dave D'Amico and Frank Rossi, Finance Committee Liaison.

Call to Order:

With a quorum being met this meeting was called to order at: 7:35pm.

Discussion:

Youth Groups Fields Needed:

Dave D'Amico spoke on behalf of the Park Commissioners as the Chairman Sean Murphy, was not present due to illness. Mr. D'Amico and the youth groups are present to request the use of CPA funds to purchase land for fields and/or improve current fields, as well as possibly funding a site study/master plan. A short summary was given as to the use of the \$200,000 in state funds that were received (used for MS irrigation, Idyllbrook baseball field and Idyllbrook irrigation). Mr. D'Amico also explained that currently a per player fee is collected for all groups, placed in a revolving fund and used for maintenance of all fields; currently this account has a balance of \$87,000. The Parks Commissioners are currently working with CIPC to formulate a plan to fund the maintenance and repairs needed to the Town's parks, they figure it would cost approximately \$25,000. They are looking at all sources for funding, including CIPC, CPA, Town Meeting and Park Revolving.

Changes in the CPA usages rules were discussed as they may possibly change this fall. This change would allow CPA funds to be used to improved currently owned fields, even if land was not purchased with CPA funds.; currently CPA funds may only be used on land purchased with CPA funds.

A discussion was held as to what parcels already town owned would be viable options. The 4 acre Adams Street property was deemed to be a good choice, because the town already owns it, it was purchased with CPA funds, which would allow further CPA funds to be used to make it into a field. Parking would be a issue with this piece of property, but its location makes it perfect for school usages as well as town team usage. It would be strictly a practice field, meaning, no lines would be placed as well as no permanent buildings. Concerns voiced were: crossing, cross walks would have to be painted on the road, as this is a very busy road, parking, costs to turn land into field.

This Committee has no objections to the concept, but stated that the Green Corridor, must be kept intact. Other land options: the capped dump, land behind turf field at the high school, Idyllbrook, land around Oakland. Winthrop Street was also discussed as an option, but was dismissed as the CPA/Town has agreed to a long term commitment to the Organic Garden.

Follow up: The youth groups and the Parks Commissioners will return to this Committee with a plan of action, as well as costs associated with this plan. It was suggested that they speak with the Open Space

Committee as they have gone to great lengths to determine all available large lots in Medway. It was also suggested that they start working with private land owners who would be willing to sell to the town.

Thayer Property Development Committee Update:

CPC Chairman Mark Cerel, who is a member of the Thayer Committee updated the CPC on this project. The Committee is continuing to meet and the Architect has presented the first conceptual design, which the Thayer Committee felt was overly ambitious, out of scope and over budget. The Architect is working on a revised design. Mr. Cerel reminded the CPC that any design must pass thru this Committee before going before the Town. The CPC was also reminded that a land restriction must be put on this piece of property.

Affordable Housing Trust Agreement:

As a matter of formality the CPC is required to sign the Trust that was approved at the June, 2011 Town Meeting. All members present with the exception of Judi Notturmo signed this agreement, Ms. Notturmo did not sign, as she has yet to be sworn in as a member of this Committee.

Affordable Housing Chairman Alison Slack gave a brief update on the Trust. An agreement has been reached with Holliston to share a Housing Specialist. The employment ad is being drawn up with hopes of being posted by July 12, 2011 with resumes in by September 1, 2011 and the Specialist onboard by the end of October.

Accounts Payable:

United Site Services:	Restrooms for Organic Garden/Winthrop Street	\$282.00
	Rental costs for April, May and June, 2011	

Chace Building Supply:	Building supplies - Organic Garden/Winthrop Street	\$7908.68
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Electrical Wholesalers:	Electrical Supplies - Organic Garden/Winthrop Street	\$ 3.59
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Motion to pay all bills as presented: Dave Kaeli

Seconded: Rob Pomponio

Vote: 6-0-1

Judi Notturmo abstained as she is not yet sworn in as a member and unable to vote

Organic Garden/Winthrop Street:

Due to the amount of the Chace bill, a discussion followed concerning the procurement of supplies and is the law being followed. Mr. Bobby McGee who works for the Town of Medway is in charge of making sure this is done, Mark Cerel will follow up with Mr. McGee on this topic.

A discussion was held as to the progress of the roof on the house. It seems that the roof has yet to be installed and this Committee wants to know why. Mr. Barstow will be invited to the September meeting to discuss this. The roof was put forward as an emergency fix, and why after almost 1 year is the roof not done. Monies approved by this Committee included enough to hire a roofing contractor so that no further damage would be done to the interior of the house.

Adjournment:

With no further business before this Committee a motion was made and unanimously passed to adjourn at: 8:50pm

Motion: Bob Tucker

Seconded: Rob Pomponio

Vote: 6-0-1

Judi Notturmo abstained as she is not yet sworn in as a member and unable to vote

DRAFT

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Alison Slack, Affordable Housing Committee
Robert K. Tucker, Planning Board

Approved:

Meeting Minutes: September 12, 2011
Medway High School Library

Call to order: With a quorum being met, this meeting was called to order by Chairman Cerel at: 7:36pm.

Committee Members present: Mark Cerel, Chairman, Member Judi Notturmo, Member Rob Pomponio, Member Alison Slack, Member Ken McKay, and Administrative Assistant Shirley Bliss.

Guests:

Thayer House: Dan Hooper, Marsha Kramer; Open Space: Paul Marble and Tina Wright; Organic Garden House Renovations: Heather Scott and Jeremy Barstow.

Discussions:

Open Space:

Tina Wright, Chairman of Open Space spoke to this Committee concerning the possible use of CPA funds to fund a survey of town owned land known as the Amphitheatre. The parcel is 4.4 acres and is located on Village Street. The purpose of this survey is to have specific property lines in order to plan future usages for this land, as well as put the 14 abutters at ease during this process. Picnic areas, as well as access to the Charles River and a fishing pier are future usages that the Open Space Committee is looking at. Ms. Wright estimates that this survey would cost no more than \$7500.00. This survey would also include an additional parcel located on Village Street that abuts property in question.

The Open Space Committee was asked to come back to this Committee with exact costs of survey, as there is a possibility that Administrative Funds could be used to fund this project.

Ms. Wright also invited everyone present to a cleanup day at the Amphitheatre property on Saturday, October 1 from 8:00am – 1:00pm.

Thayer Property Update:

Dan Hooper, Chairman updated this Committee as to the results of the designer's conceptual plan. The original plan was returned as being too grand and expensive. The current plan contains additional gravel parking, pathways that connect all areas of the property (trails, bridge and Main Street), a sympathetic one (1) floor addition. The current house would be reconfigured for better use of space as well as the 2nd floor being renovated to accommodate a caretaker. The addition would contain its own entrance, a function hall, ADA bathroom, a caterer's kitchen, and a patio that may contain an outdoor fireplace. There has been discussions concerning bringing the barn up to code (sprinklers, ADA code, ramps electrical, plumbing etc...) for use, but the price has been placed at approximately 1M. The money for this is not available at this time, so the Thayer Committee will focus on getting the house in usable shape.

Phase I: House renovations will cost approximately 2M including house, driveway, ADA codes and the outside patio. The costs breakdown to approximately 1.6 M for structural components and 1M for site work; this number can be reduced by scaling back landscape and parking areas.

Thayer Homestead (continued):

The goal was and still is to have this piece of property be self sufficient; with various usages being discussed which would enable this to happen.

CPC Member Concerns:

-Is there going to be a return on the town's investment, or are we just putting money into a house. It was stated that upon completion of renovations, there will be no further drain of town or CPA funds, property will be self-sufficient.

-Another member believes that this is a good use of funds, as it protects the history of this town, but it must become and stay self sufficient.

The Thayer Committee will report to the Board of Selectman within 30 days as to their plan; if BOS approves, the Committee will present their concept to the CPC. If the CPC gives a positive motion it will go to the Town, if the CPC votes it down the concept does not go forward to the Town for a vote.

- Rob Pomponio, Chairman of the Historical Commission stated that the paperwork to have the Thayer property designated historic has been filed. Should the status be approved, this will open the property up for grants which could be used for the renovation project.

Funds were requested for a topographic plan of this property, but after a discussion it was agreed that this would be brought forward to a future meeting as 2 members with great interest in this project were not in attendance.

Organic Garden/Farm House Renovations:**Heather Scott, Chairman Organic Garden and Jeremy Barstow Contractor for house renovation**

Heather gave an update on the Farm: all is going well, the shares for both the flowers and the produce sold out and currently there is a waiting list for next year. There is also discussion of expanding the farm as the progress has exceeded all expectations. The Board is considering turning an additional .25 acres bringing the total land farmed to 2.0 acres. Over the summer 4 interns were used to assist the Farm Manager; with 8 workers on for the fall. Ms. Scott also inquired as to the possibility of satellite areas, so that crops can be rotated. The town owned properties of Adams Street and the Seacord property were discussed, as both have been previously farmed. Idylbrook Farm was also mentioned as it is currently under the control of ConCom, but the Farm would have to receive permission from ConCom to use that land.

Ms. Scott informed this Committee that this will be her last season as President of the Medway Community Farm; she will remain a member of the Advisory Board. She feels that she is leaving the farm in good hands and it is time for her to move on.

House Rehab: Jeremy updated the Committee on the progress of the house, specifically the roof replacement. At the August meeting of the CPC committee it was discovered that much to the dismay of the committee the roof had not been replaced on the house. This was presented as an immediate need when the Organic Farm requested funds. Mr. Barstow explained that back in the fall of 2010, he was still planning on using Tri-County for this repair but a string of setbacks delayed this project until it was too late to start in the fall. Mr. Barstow stated that based upon his professional opinion, the roof would be ok thru the winter and Tri-County would start on the roof as soon as school started. He understands the position of this Committee, and has discovered that when working with Tri-County things do not always go as planned. He has spoken with roofing contractors and believes that the roof will be repaired by the end of September. Chairman Cerel stated that if the roof is not completed by the October 4th meeting of this Committee he will make a motion to have all funds frozen and funding of this project revisited by the CPC. Mr. Barstow agrees that the house needs to be tight for the winter and has been looking to stretch the provided funding as far as possible, but not wanting the job to stop, he will make sure that the requested work is completed by the October 4th meeting. Ms. Scott reassured the CPC that the Board of the Farm is aware of the progress of the job; and also want the house tight for the winter as the Farm Manager will leave the farm for the winter if she is not in the house – currently she lives in a trailer on the property.

A discussion was also held as to who is overseeing this project for the Town, CPC had assumed that it was Bobby McGee of the DPS, but has since learned that he is not as involved as originally thought. In the future Mr. Barstow will present to the CPC an update upon request.

Accounts Payable:

United Services: Restroom Rentals – Winthrop Street \$94.00
Restroom rental for 50 Winthrop Street project
8-19-2011 – 9-15-2011

Motion to approve payment as presented:

Motion: Rob Pomponio

Seconded: Alison Slack

Vote: 4-0-1

Judi Notturmo is currently not sworn in, so
she cannot vote.

Adjournment:

With no further business before this Committee a motion was made and passed to adjourn at:
9:27pm.

Motion: Rob Pomponio

Seconded: Alison Slack

Vote: 4-0-1

Judi Notturmo is currently not sworn in, so
she cannot vote.

MEDWAY COMMUNITY PRESERVATION COMMITTEE

155 Village Street
Medway, Massachusetts 02053

Mark Cerel, Chairman, Citizen-at-Large
David Kaeli, Vice Chairman, Citizen-at-Large
Ken McKay, Conservation Committee
Judi Notturmo, Parks Commissioners
Rob Pomponio, Historical Commission
Alison Slack, Affordable Housing Committee
Robert K. Tucker, Planning Board

Approved:

Meeting Minutes: October 4, 2011
Executive Session
Medway High School Library

Call to order: With a quorum being met, this meeting was called to order by Chairman Cerel at: 9:01pm.

Committee Members present: Mark Cerel, Chairman, Dave Kaeli, Vice Chairman, Member Judi Notturmo, Member Alison Slack, Member Ken McKay, and Administrative Assistant Shirley Bliss.

Guests:

Open Space Committee members: Tina Wright, Chairman, Paul Marble and John Schroeder; Finance Committee Liaison, Frank Rossi.

Discussions: Tina Wright, Chairman, Open Space Committee

Briggs Property **48 acres South of Adams Street** **\$1.5m**
 11 acres North of Adams Street **\$800,000**
 12.5 acres on Waterview Drive – development rights

Currently the above properties are being listed by Paul Harkey, who contacted Ms. Wright to see if the Town was interested in purchasing them. Mr. Harkey is listing the properties as priced above. The Open Space Committee in possession of a letter from Mr. Harkey giving them permission to survey the properties allowing the Town to exercise their right to first refusal (61A). Mr. Harkey has stated the Mr. Briggs would like the Town to purchase these properties. Open Space is working on a long term plan with Mr. Briggs that would benefit both him and the Town.

11 Acres – North of Adams Street \$800,000

This piece of property abuts the currently town owned land on Adams Street. It is also contiguous to the current trails and schools.

The Trust of Public Land is willing to work with the town. They would like to act quickly so as to get the purchase on the Fall STM.

Ms. Wright requested funds to do an appraisal of this property, she was told that there are monies (\$6500.00) in a Warrant Article from the 11/17/2009 STM, that can be used for an appraisal of this property.

Chairman Cerel explained the process to the Open Space Committee as once the appraisal is complete, the BOS must agree to continue process and allows the Town Administrator to enter into a P/S with seller, and purchase goes before the town for a vote. A positive motion from the CPC is necessary to go to Town Meeting.

12.5 acres on Waterview Drive

This piece of property has no value to town, as the water act would remove a large portion of the land for use.

Adjournment: with no further business to discuss this Executive Session was adjourned by roll call at 9:47pm.

Mark Cerel	Yes	Dave Kaeli	Yes	Alison Slack	Yes
Rob Pomponio	Yes	Ken McKay	Yes	Judi Notturmo	Yes