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TOWN OF AYER
TOWN CLERK

Town of Ayer
Community Preservation Committee
Town Hall * One Main Street * Ayer, MA 01432
Minutes for 1/3/2024

Location: Remote Meeting via Zoom, accessible to public

Members present: Janet Providakes, Chair (Housing Authority, Affordable Housing Committee); Julie Murray, Vice-Chair (Planning Board); Beth Suedmeyer (At Large); Barry Schwarzel (Historical Commission); Jess Gugino, Clerk (Conservation Commission); Jason Mayo (Parks & Recreation); Colleen Krieser (At Large/Affordable Housing Trust)

APAC taped: Yes

7:02 PM – Open Meeting

- **Confirmation of Agenda**
 - **VOTE:** B. Schwarzel moved to confirm the agenda as posted; C. Krieser 2nd.
 - Motion approved unanimously by Roll Call Vote 7-0.
- **Approval of Meeting Minutes**
 - **VOTE:** J. Gugino moved to accept the minutes for 11/1/2023 as written; C. Krieser 2nd.
 - Motion approved unanimously by Roll Call Vote 7-0.
- **Correspondence / Invoices**
 - An invoice for \$3525 was paid to Advantage Archives LLC for the “Ayer Public Library Digitization of *The Public Spirit/Nashoba Valley Voice*” project.
 - The project has now digitized the newspaper archive up to 2022.
 - A 12/13/2023 invoice for \$13,977.88 was paid to Gerard O’Doherty for the “Sandy Pond Schoolhouse Association (SPSA) Phase II Restoration and Preservation Work” project.
 - This is the final invoice for this project and zeros out the \$187,340 grant approved by Fall Town Meeting in 2020.
 - Resident Pauline Conley asked that copies of such invoices, or any other documents discussed at CPC’s meetings, be made available to interested residents on the website with the posting of the agenda, as per Open Meeting Law.
 - Posted documents should be in pdf format.

CURRENT BUSINESS

- **CPC Grant Agreements**
 - J. Providakes has not had time to submit the several outstanding Grant Agreements to Town Counsel for final review but will do so soon.



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- **CPC Balances**

- Open CPC Projects

- J. Providakes is working with Town Accountant Kerry Cooper to close out the balances on open CPC projects that appear now to be complete.
 - Those assumed to be complete but with remaining balances include:
 - Historical Resources Inventory Project (STM 2020) – remaining balance: \$7500.00
 - B. Schwarzel will check to see if this can be closed out.
 - Community Preservation 5- Year Plan Update (\$21,000, FTM 2021) – remaining balance: \$900.00
 - B. Suedemeyer said this can be closed out
 - (1943) Ayer Howitzer Restoration Project (\$32,232, FTM 2022) – remaining balance: \$7094.44
 - B. Schwarzel will check to see if this can be closed out.
 - Open Space & Recreation Plan Update – remaining balance: \$11,161.32
 - B. Suedemeyer said this can be closed out.
 - Pirone Park Perimeter Path – remaining balance: \$7050.39
 - J. Mayo will check with Parks Director Jeff Thomas to see if this can be closed out.
 - It is likely that a joint project between the Parks Department and the Council on Aging, involving the path and the hillside between Pirone Park and the Council's School Street building and parking lot, will submit an application to CPC in the future.
 - Feasibility Study for Flannagan Pond Access – remaining balance: \$1500.00
 - J. Gugino will check with DPW Director Dan Van Schalkwyck to see if this can be closed out.
 - Historic Ayer Central Fire Station, 14 Washington Street
 - Given the sale of the property to a new owner, the original project will no longer take place.
 - Accounting currently has the whole \$190,000 lumped together, but when returned to its original CPA category buckets, \$40,000 will go back into



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the Historic Preservation bucket, and \$150,000 to the Community Housing bucket.

- Regarding the process of returning unused CPA grant monies to their original CPA 'buckets' (Open Space & Recreation, Historical Preservation, Community Housing), J. Providakes will check with the Town to see if this must be handled through Town Meeting Warrant Articles.
 - B. Suedmeyer said her experience in another town indicated that a single Warrant Article could handle the reversion of unspent funds to their source CPA bucket, with each reversion listed in a table.
- CPC Balances
 - As of 12/5/2023
 - Open Space & Recreation \$1,069,262.31
 - Community Housing (-\$210,342.00)
 - Historical Resources (-\$67,116.93)
 - Budgetary Reserve \$1,114,502.21
 - Undesignated Fund \$717,540.24
 - **TOTAL** **\$2,623,845.83**
 - J. Providakes noted that the State's distribution of matching funds will be less this year.
 - Because of a reduction in money in the State Treasury, instead of a 60% match, Ayer will receive around a 30% match.

NEW BUSINESS

- J. Mayo asked if CPA grant funds can be applied for in the case of the Parks Department rebuilding its bathhouse at Pirone Park, including making it ADA compliant.
 - Parks has done a feasibility study that provided a few options, including renovation of the existing building or a complete tear down and rebuild.
 - J. Providakes was not sure if this would be categorized as a maintenance issue which would then not qualify.
 - J. Gugino read from the CPA grid (updated in 2012) that indicated that Recreational rehabilitation/restoration use is permissible to "remodel, reconstruct or repair (extraordinary, not maintenance) to make a property functional for intended use..."
 - J. Providakes will check with the Community Preservation Coalition for more information.
- J. Providakes said that Habitat for Humanity will be coming before CPC in February with an application for a housing project at 12 Newton Street.
 - This Habitat project may also be a joint project with Main Street Bank.



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- Resident Pauline Conley said she thinks the project may involve two condos on the one lot.
- **7:30 PM – Adjourn Meeting**
 - CPC's Next Meeting: February 7, 2024, 7 p.m.
 - **VOTE:** J. Gugino moved to adjourn from Open Meeting so that CPC may enter into Executive Session pursuant to MGL Chapter 30A, Section 21A, Exemption #6, to discuss the potential purchase of real property as to discuss in Open Session would be detrimental to the Town's negotiating position; and for the CPC then to adjourn for the evening at the conclusion of the Executive Session; B. Suedmeyer 2nd.
 - Motion approved unanimously by Roll Call Vote 7-0.

Minutes Recorded and Submitted by Jessica G. Gugino, Clerk

Date / Signature Indicating Approval:

2/7/2024 Jessica G. Gugino