



## BOXBOROUGH COMMUNITY PRESERVATION COMMITTEE

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### MINUTES

Community Preservation Committee (CPC)

February 6, 2020 / 7:30 PM

GRANGE ROOM / 29 Middle Road / Boxborough / MA 01719

#### MEMBERS PRESENT:

Hugh Fortmiller, Vice Chair, At-large

Rita Gibes Grossman, At-large

Alan Rohwer, Historical Commission

John Neyland, Agricultural Commission

Dennis Reip, Chair, Conservation Commission

Ron Vogel, Housing Board

#### MEMBERS ABSENT:

Hilary Greven, Recreation Commission

Keith Lyons, Finance Committee

Abby Reip, Clerk, Planning Board

#### Documents Reviewed or Referenced During the Meeting:

- Agenda for February 6, 2020
- Draft CPC Meeting Minutes from January 2, 2020
- CPC Balances and Appropriations for 2020 ATM Draft 02-03-2020
- CPC Town Meeting 2020 - Draft Warrant Articles ver. Feb 3 2020
- 2019 Town Report – CPC section
- Email - Owen Neville: Cemetery and Ag Com CPA Requests Summaries for Draft Warrant Articles
- Warrant Article Summary Regional Housing Services
- Warrant Article Summary BRAP

**7:33 PM** – CPC Meeting called to order by Chair Dennis Reip.

- 1. Review and Approve Minutes from January 2, 2020.** Rita Grossman moved to accept the minutes and Hugh Fortmiller seconded the motion. Hearing no further discussion Dennis Reip called the vote. **VOTE:** Unanimous (6-0-0)
- 2. Correspondence and New Business.**
  - a. Email from Owen Neville RE: Cemetery and Ag Com CPA Requests (passed over for discussion in #3.)
  - b. CPC Balances and Appropriations for 2020 ATM Draft 02-03-2020.
    - i. Dennis provided an overview and noted that Total Requested can be funded with existing balance.
    - ii. Both Open Space and Rec and Community Housing requests exceed each bucket and if approved, funding will come from General Fund bucket.
- 3. Review draft of CPC warrants for Annual Town Meeting (ATM) 2020 - Draft Warrant Articles ver. Feb 3, 2020.** Dennis Reip noted that the deadline for final article drafts with financials is February 19<sup>th</sup>; the final summaries are due March 4<sup>th</sup> and final recommendations are due March 11<sup>th</sup>. The articles were discussed as follows:

- a. *Article X0: CPC Report and Establish FY 21 Reserves. (\$22,000 for each bucket; \$145,000 FY 21 budgeted reserve).* John Neyland corrected the fiscal year from FY20 to FY21. Dennis Reip moved and Ron Vogel seconded the motion to recommend this article. Hearing no further discussion, Dennis Reip called the vote. **VOTE:** Unanimous (6-0-0).
- b. *Article X1: Open Space (Including Recreation) Sargent Memorial Library – Brick Patio Renovation and Expansion (\$35,000).* Article complete except for recommendations.
- c. *Article X2: Historic Resources – North Cemetery Restoration (\$9,500)* Dennis Reip referenced Owen Neville’s email with the summary for the North Cemetery Restoration.
- d. *Article X3: Historic Resources – Preservation of Historical Records (\$10,000).* This article will probably be on the consent agenda. Summary and recommendations pending.
- e. *Article X4: Open Space (Including Recreation) – Hager Land Connections (\$54,000).* The summary is pending and Dennis Reip indicated that this article will most likely not be on the consent agenda. In response to Hugh Fortmiller’s question, the summary will provide a comprehensive review of the project. John Neyland questioned whether the Blanchard PTF can comment on this warrant article as a non-town municipal entity. Dennis Reip clarified that town counsel will review for legal standing.
- f. *Article X5: Open Space (Including Recreation) – Liberty Field Capital Improvements (\$250,000).* Dennis Reip noted that this article needs a simple majority; however, the separate bonding article to cover the complete cost will require a 2/3rds majority. These two articles will be sequenced to follow one after the other at ATM. If only the CPC Article passes, it's possible a small portion of the project, mostly likely the walking path, would be completed. Summary and Recommendations are pending.
- g. *Article X6: Community Housing – Buxborough Rental Assistance Program (BRAP) (\$38,050).* The BRAP Article Summary submitted needs further editing and updates and that will be done by the deadline of February 19<sup>th</sup>. This will probably be on the consent agenda.
- h. *Article X7: Community Housing – Regional Housing Services (\$12,000).* The project summary submitted and this article will probably be on the consent agenda.
- i. *Article X8 – Open Space (Including Recreation) – Flerra Community Garden Water Supply. (\$15,000).* Summary noted in Owen’s Neville’s email.
- j. *Article X9 Open Space (Including Recreation) – Conservation Trust Fund (\$10,000).*

Dennis Reip moved to accept the articles as drafts and Rita Grossman seconded the motion. Hearing no further discussion, Dennis Reip called the vote. **VOTE:** Unanimous (6-0-0). Dennis Reip will follow up with applicants to assure they comply with the deadlines for outstanding information.

4. **Review draft of 2019 Town Report – CPC section.** Dennis Reip reviewed the report noting it was slightly updated but essentially the same as prior formats. Hearing no further discussion Dennis Reip called the vote. **VOTE:** Unanimous (6-0-0). Dennis Reip noted he will have the draft of the financial summary of the CPA fund appropriations since the CPA’s adoption for the next CPC meeting and this summary will be included in the CPC’s Town Report.

5. **Next Meeting, March 5, 2020**

Rita Grossman moved to adjourn and John Neyland seconded the motion. Hearing no further items for discussion, Dennis Reip called the vote. **VOTE:** Unanimous (6-0-0). Dennis Reip adjourned the meeting at 8:20pm.

Respectfully submitted,  
Rita Gibes Grossman