

**MINUTES  
COMMUNITY PRESERVATION COMMITTEE  
HYBRID PARTICIPATION  
December 21, 2022**

**OPENING:** The regular scheduled meeting of the Community Preservation Commission opened at 7:01 via Hybrid. Chairperson Chris Pratt announced the date of the meeting and that it was hybrid. He had the members announce their names and affiliated boards and/or elected status.

**ATTENDANCE**

Chris Pratt, Chairperson	(Elected)	Present
Jeanne Reed, Vice Chairperson	(Park & Rec)	Absent
Joanne Horacek	(Housing Authority)	Present
Cassaundra Bach	(Historical Commission)	Absent
David Spina	(Planning Board)	Present
Dave MacWilliams	(Conservation Commission)	Present
Bryan Walker	(Elected)	Present
John Whalley III	(Elected)	Present
Beth Thomas	(Elected)	Present
Sabrina Pooler	Coordinator/Secretary	Present

**PUBLIC COMMENTS**

Patricia Odiorne from the Southwick Historical Society made a public comment stating that she was in support of the Old Cemetery project of which the application was being reviewed this meeting. She stated she was in support of both the tree removal and the acquisition of a new shed. She continued by praising the applicant Gene Theroux stating that until Mr. Theroux became involved with the old cemetery there had not been too much work being done in the Old Cemetery.

**NEW BUSINESS**

**Project Application: Cemetery Commission- Hazardous Tree Removal- Old Southwick Cemetery**

**Gene Theroux- Cemetery Commission Chair**

Project applicant Mr. Theroux presented his application of hazardous tree removal at the Old Southwick Cemetery. He began by stating that there has not been a tree management plan on the property and no maintenance had been performed for many years. He stated that there are mature diseased white pine and Norwegian maples of which limbs have been falling- being a danger to both the stones and monuments as well as a danger to the person. He continued saying that the area is especially dangerous during storms. Mr. Theroux is asking the Committee for \$105,000 to remove up to 44 trees as noted on the map provided in the application packet.

Mr. Theroux also mentions the difficulty of acquiring sandstone to repair and/or replace damaged monuments, saying that the supply is gone and also sandstone wears relatively quickly. To repair/replace a sandstone monument could cost \$23,000 and the longevity of the monument

lacks. Whereas a new granite monument would cost \$3,300. Mr. Theroux continues saying that some people interpret this as 'you can't replace but you have to restore' [to use CPA funding]. Most of the sandstones aside from the revolutionary war stones are not of historic significance that would be worthy of such a significant expense. It also isn't practical to spend a large amount of money on something such as sandstone which will not stand the test of time. Mr. Theroux showed some examples of Revolutionary War Veteran monuments that are limestone suffering sugaring and repairs would be impossible because it would just flake off. It would be nice to properly replace these in time for the events happening for the 250th anniversary of the American Revolution.

Committee member John Whalley III suggests that this proposal be broken up into three different projects resulting in three different articles in case people are unhappy with a new shed. He suggests having the trees, the shed and the monument restoration be separate applications. Chair Chris Pratt clarified this stating that if this was considered one project it is possible that the whole project could be rejected over one aspect. Mr. Theroux responded saying this application is just for the tree removal. Committee member Dave MacWilliams said he could not find the cost of the project in the application. Mr. Theroux answered saying he got a verbal price for the project. Committee Member Beth Thomas asked to confirm that it was 44 trees to be taken down. Mr. Theroux said yes. Mr. MacWilliams agreed with Mr. Whalley saying that the project should be three separate projects. Mr. Theroux responded saying that he still has money left in the budget for some of the stone restorations/replacements. Mrs. Thomas asked for the goal of the preservation: the stone or the memory of the person who has been laid to rest. Mr. Theroux responded 'both'. Mrs. Thomas agrees that the goal would be to preserve both, if the sandstone can be preserved we can do that but the memory of the person being laid to rest is really the most important part because it is the history of our town. Mr. Theroux continues with saying the granite would be the same size, the same color, four inches thick and it would have the same inscription and symbols making it look identical to the original sandstone, only on the backside it would say 'replacing original sandstone'. Mrs. Thomas adds that it will not deteriorate after 25 years and a lot of money spent.

Coordinator Sabrina Pooler asked for clarity on the application, asking who the applicant was and how much they were asking for. Mr. Theroux answered saying that the Cemetery Commission is the applicant and they are asking for \$105,000. Ms. Pooler continued to ask for clarification stating that the application just asks for tree removal. Mr. Theroux confirms saying that is application is just asking for tree removal.

Ms. Pooler stated that she had spoken with Mr. Theroux prior about replacing the stones, stating that CPC funds cannot technically be used to create anything historic. Chair Pratt said that this would be a question for Stuart Saginor the Executive Director of the Community Preservation Coalition. Chair Pratt stated that it really wouldn't be creating something new, that they would be redoing something that has been there. Mr. MacWilliams added that it isn't really preserving when you are replacing it with something new, that preservation is something that is already there and you are making some sort of change to it to preserve it. Chair Pratt brings up Mrs. Thomas's previous point, are we preserving the stone or the memory or history of the town. Mr. MacWilliams continued with saying that a memory isn't tangible and he believes that this is for tangible things. Chair Pratt responded with saying that is something the committee would have to figure out. Mrs. Thomas said that the memory may not be tangible but it still matters. Mr. MacWilliams responded saying that there are a lot of projects that can come in front of the Committee that matter, but whether or not they fall under CPC is another story. Chair Pratt and Mrs. Thomas agreed to this statement.

A motion was made to accept the tree removal project for \$105,000.

Motion: John Whalley III      Second: Chris Pratt

The vote was a unanimous yes.

**APR North Longyard Road- discuss the \$23,000 that possibly needs to be returned to the General Unreserved Fund**

Coordinator Pooler referred to the document titled "APR North Longyard Road \$23,000" where she wrote down information regarding the \$23,000 allocated for the APR on North Longyard Road. A warrant article was voted on at town meeting May 21st 2019, at this date \$23,000 was approved for an APR project on North Longyard road. The CP-3 report lists this project as 'cancelled' and referenced the May 6th 2020 meeting stating that the 'monies were returned to the open space fund for future projects or a newly surveyed plan on this parcel if they chose to reapply at a later date'. Ms. Pooler continues with saying that the meeting minutes for May 6th 2020 only mentioned the \$44,500 previously approved for this project, and not the \$23,000 approved at the May 21st 2019 town meeting. Ms. Pooler told the Committee that she had read through all the meeting minutes and there was no mention of returning \$23,000, and so she believed the committee needs to vote to return the money to the General Unreserved Fund. Mr. MacWilliams asked where the \$23,000 is right now. Ms. Pooler stated that an audit had been done and showed \$23,000 still in an account for the approved APR project. Mrs. Thomas asked if \$44,500 was approved why is it now \$23,000? Ms. Pooler responded saying that there were two separate warrant articles for this project, one (perhaps in 2018) asked for \$44,500 and the other in 2019 where an additional \$23,000 was approved. Chair Pratt added that the state had reappraised the parcel and this had bumped the value up and so the percentage went up as well, the applicant asked for more money to match that percentage in 2019. Ms. Pooler stated that the warrant article originally asked for \$115,000 but that was reduced to \$23,000 during the town meeting.

A motion was made to return the \$23,000 allocated for the APR on North Longyard Road on May 21st 2019 to the General Unreserved Fund.

Motion: Chris Pratt    Second: John Whalley III

The vote was a unanimous yes.

See document "APR North Longyard Road \$23,000"

**Nominate a member for participation in a Master Plan- derived Focus Group**

Chair Pratt read an email from the Southwick Town Planner, Jon Goddard, addressed to the Committee asking for a CPC member to take part in a focus group in regards to natural resources and open space, the nominee would represent the CPC.

Chair Pratt expressed his interest in being this nominee.

John Whalley III nominated Chair Chris Pratt to represent the CPC in the Master Plan-derived Focus Group.

Second: David Spina

The vote was a unanimous yes.

**Discussion for possible spray park in Whalley Park**

Commissioner John Whalley III said that an application for a spray park has yet to be voted on by the Park & Recreation Committee, however he had some information available he could present to the Committee. A quote for the equipment, which is \$74,775 which would be for the exposed piping. A

"guesstimate" by Rob Levesque for installing the playscape, plumbing, waterline, septic, system, concrete, excavation, electrical, hauling and contingency of \$35,000. The total project comes to \$269,000. Mr. MacWilliams asked where the location of the spray park would be. Mr. Whalley responded it would be between the volleyball courts and the parking lot. Mr. Walker asked if there was going to be a filtration system. Mr. Whalley said that the water is considered effluent and it would go into the septic system. That there would be a tremendous amount of maintenance if there would be a recycling system for the water. He also mentioned that he could not use well water because it isn't chlorinated. So town water would have to be used for the spray park and that it would have to go into the septic system. Mrs. Thomas asked if it was possible if the used spray park water could be used to water the lawns. Mr. Whalley said they had already thought about doing something like that but the controller for the sprinkler system would have to be changed. He said he was planning on putting two large septic tanks for the grey water but overall it was too much money to redo the irrigation system. Mr. Whalley continued with saying that when temperatures are above 90 degrees that no one is at the park, this spray park will encourage children to play outside during those hot days.

#### **Discussion for a special application process**

Coordinator Pooler had said she stumbled on a special application process while doing research for the committee's new application forms and because a deadline of December 31st has recently been initiated this special application could be useful. The special application process would look at applications outside of the application period under certain circumstances. Chair Pratt suggested that the Committee identify criteria for the special application process in order to maintain fairness and rule out favoritism. Committee member Horacek asked if there would be a specific timeline for this application. Chair Pratt responded with saying under certain circumstances that a special town meeting would need to be called to vote on projects that require a special timeline. Ms. Pooler said that the special application process would be for any applications that come in after December 31st until the town meeting, because it was voted that during that time no applications are to be accepted. Chair Pratt brought up the Conservation Fund that Ms. Pooler had mentioned in a prior conversation. Ms. Pooler had said that some towns are utilizing funds, such as a Conservation Fund or Housing Authority Fund, where CPA money has been voted on and set aside within this funds for approved uses. Chair Pratt said that if something like that were to happen, he would like the applicant to come before the CPC to ensure that whatever project is using the fund is using it according to the CPA framework and it is used appropriately.

#### **OLD BUSINESS**

##### **Old Cemetery shed restoration**

The committee agreed that this line item could be taken off this agenda.

##### **Review new CPC Application Forms- members to discuss, review, and vote on new application forms**

Ms. Pooler reviewed the three-tier threshold MGL Chapter 30B General Procurement law for the new application form. She had said that some applications this law would be applicable and some applications it would not, it just depends on who the 'property owner' and 'project administrator' are. She said she could create a table showing this in the application guideline for the Committee to review in the next meeting.

##### **Review Dave MacWilliams' mock up of CPC sign**

Mr. MacWilliams showed the Committee two drafts for the larger, temporary signs that would be placed in front of the projects in progress. The signs are white and green but one has white lettering with a

green background and the other has a white background with green lettering. Mr. MacWilliams said the Committee would just need to choose which of the two they liked so he could order the signs and then in his garage he could start building the frames with six 1"x3" boards and a piano hinge. Mr. Walker asked Mr. MacWilliams which sign design he preferred, Mr. MacWilliams said he likes the green background with the white lettering because it would stand out more against all of the white signs that are on the sides of the road now.

The Committee voted unanimously on the sign with the green background and white lettering.

Mr. MacWilliams said he would contact Southwoods to go ahead and print four of the signs.

### **Community Plan Updates**

Ms. Pooler said she had already worked on the beginning of the Community Preservation Plan and she has started to work on the open space portion of the plan but she was unsure when the Committee wanted this completed. That this is an annual update and the Committee needs to assess the needs and wants of the community. Mr. Walker asked if this was the same as the end of the year report for the town. Chair Pratt responded saying that the end of the year report is something explaining what the Community Preservation is, but the Community Preservation Plan is where we need to get information from the community. Mr. MacWilliams mentioned that he and Coordinator Pooler went to Lee for their Community Preservation introductory meeting and that Stuart Saginor, the CPA Executive Director, had said that some communities send representatives to each group (Park & Rec, Conservation, Housing Authority, Historical Commission) and do something similar to a needs assessment. This would be considered more proactive, rather than reactive with identifying good potential projects. Mr. MacWilliams continues saying he would like to adopt this framework so we can have someone go sit with these groups and discuss the possibilities of CPC projects.

A motion was made to nominate Dave MacWilliams to meet with the groups and discuss the CPA.

Motion: Bryan Walker                      Second: Chris Pratt

The committee voted unanimously in favor of Mr. MacWilliams meeting with the different groups and discuss CPA.

### **Minutes Approval: November 16th, 2022**

Chair Pratt .

A motion was made to accept the meeting minutes.

Motion: Dave MacWilliams      Second: Bryan Walker

The vote was a unanimous yes.

### **Adjourn meeting**

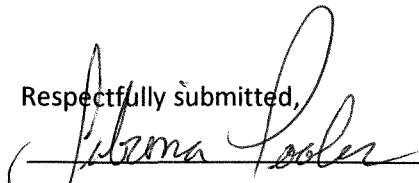
A motion was made to adjourn the meeting.

Motion: John Whalley III                      Second: David MacWilliams

The vote to adjourn the meeting was a unanimous yes.

The meeting is adjourned at 7:50 PM.

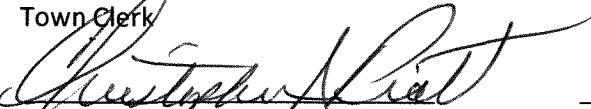
Respectfully submitted,

  
Sabrina Pooler, Community Preservation Commission Coordinator

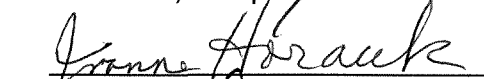
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Select Board

Town Clerk

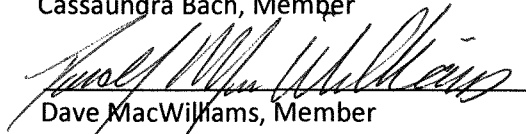
  
Chris Pratt, Chairperson


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Jeanne Reed, Vice Chairperson

  
Joanne Horacek, Member

\_\_\_\_\_  
Cassandra Bach, Member

  
David Spina, Member

  
Dave MacWilliams, Member

  
Bryan Walker, Member

\_\_\_\_\_  
John Whalley III, Member

  
Beth Thomas, Member

  
1-19-2023

Date