

**TOWN of HOLLISTON**  
**COMMUNITY PRESERVATION COMMITTEE MEETING**

Tuesday February 28, 2024 7:00 P.M.

**Hybrid Room 200**

**MINUTES**

**The meeting was called to order. Frank Chamberlain read the Opening Statement:**

Opening Statement: Pursuant to the Governor's June 16, 2021 Act relative to extending certain COVID19 measures adopted during the state of emergency suspending certain provisions of the Open Meeting Law G.L. c 30A paragraph 20..... the Community Preservation Committee will be using remote participation for this meeting. The audio of this meeting is being recorded and will be posted to the Town's webpage within 24 hours in accordance with keeping the public informed of actions during this meeting. I would ask that all participants remotely attending this meeting please state your name for identification purposes each time you speak throughout the meeting.

**At this time, a roll call attendance was taken.**

**Responding Present:** Frank Chamberlain, Chair, Karen Apuzzo Langton: Melissa Kaspern; Allen Rutberg; Paul Saulnier; Geoffrey Zeamer. Arrived late: Eva Stahl.

**Absent:**

**Also present:** Town of Holliston; Mark Frank for the Parks and Recreation Department; Dennis and Kristin Serocki for the Community Farm; Sarah Walters with the Girl Scouts, for the Conservation Commission.

**Old Business**

**Historical Society – Handicapped restrooms**

Mr. Chamberlain spoke with Stuart Saginaw about the creation of storage facilities on the back of the Barn during the addition of bathrooms. He shared that the Community Preservation Commission's website section on Allowable Uses for Historic Resources does not allow creating new spaces, nor spaces that do not have Public Benefit. He discussed with Mr. Saulnier what strategies might be used by the Historical Society to find adequate funding for the entire project by revising the proposal to accommodate an MCC grant. There was support for finding a way to allow an appropriate proposal to go to Town Meeting. Mr. Saulnier will work on that.

**CPA Presentation.**

Mr. Chamberlain and Mr. Saginaw did not set a date for the CPA presentation yet.

## **Parks & Recreation Department**

### **Goodwill Park**

Mr Frank stated that they have resubmitted the Good Will Park bid that was discussed last week. He does not feel that a value engineering process is feasible during the open bid stage. He heard support from the group about proceeding with the newly prioritized plan.

Mr Chamberlain asked about the restroom portion of the project. Mr Frank stated that the process is already started and that it could come in, fully installed, at just under \$400,000. He feels hopeful that the bids to do the first two elements, restrooms and stonehouse, which are due March 15, will come in under the approved allocation of \$1.1 million. Mr. Chamberlain supported chunking the project. Ms. Kaspern agreed, and stated that they would want to complete the full plan eventually.

### **Flagg School**

Mr. Frank stated that this is part of the master plan for the town. This space would be a good place to build courts. They approached the Schools and used a concept engineer to put a plan together for the School Committee. The plan would likely be funded through a capital request through Schools and the Town. The hope is to be working in October of this year.

However, that space might have to be tied into a sewage project in future years. Mr. Saulnier explained how the two concept designs might interact. He was able to fill in the details about how thinking on that project is progressing.

Mr. Chamberlain reiterated that the CPC has been hesitant to fund engineering studies, because projects might not come to fruition. He asked if Travis Ahearn had been consulted yet, and Mr. Frank replied that the Town has not weighed in. Ms. Kaspern stated that there had been discussions with the Finance Committee. Mr. Saulnier suggested that a team of volunteers could do the work. Mr. Frank expressed confidence in professional engineering plans.

## **Confirm CPC Meeting Schedule for May Town Meeting**

Confirmed: March 6, with Public Hearing. Mr. Chamberlain suggested that there would be voting at the meeting, because the warrant closes on the 11th.

## **Election of CPC Officers**

This item was postponed.

## **New Business**

### **Funding Request - Community Farm**

This is a revision of a prior proposal. Mr. Serocki explained they are returning to the Committee to explore what steps to take to request funding for completion of the unfinished picnic pavilion.

Mr. Chamberlain detailed the history of improvements on the site. Many are complete. The remaining \$10,000 of CPC funding was extended last spring for the purpose of building the pavilion. That will sunset May 31. The amount needed to complete the pavilion project is now estimated at \$21,750.

Mr. Serocki explained the many activities that the farm offers to the public and the fund raising they have done. He stated that the construction would be done by volunteers. However, they have found that the Town requires structural engineering plans, and the cost of materials has gone up, which is the reason for the higher estimate. They determined the new total using an architectural plan which was bid by a lumber company. The costs are \$12,000 for materials and \$9,000 for engineering, and they are building it. He stated that he would send that plan for distribution to the Committee tomorrow. The building is 15x30, located in a centrally used location

Mr. Serocki asked what steps he should take next. Mr. Chamberlain suggested submitting a revised proposal, with his adjusted funding request, along with the plan. He stated that he would forward the materials to the Committee as soon as they are sent to him. The final details will be considered and voted on next week. The CPC has already supported the concept of a pavilion.

### **Funding Request – Conservation Commission**

Sarah Walters is working on her Girl Scout Gold Award Project, the equivalent of an Eagle Scout Award. Mr. Chamberlain has received her proposal and distributed it.

Ms. Walters shared a slide show. She is working on the Miller Hill Trails, which range from Gorwin to Pinecrest, but have no mapping. There is only one sign post, very old. She is going to remark the trails to be color consistent, uniformly marked, and displaying notices about safety and private property. She will have six others from her troop helping, but can ask for additional help. She has reviewed the paint technique with Ann Marie Pilch and the Sudbury Trails.

She is working with the Conservation Commission, but they are not providing materials. She had estimated her costs to be up to \$450. Mr. Saulnier and others advised her about adjusting the dimensions on her plan, understanding types of materials, and estimating realistic costs.

Mr. Chamberlain explained that Ms. Walters should make the necessary changes and resubmit her proposal, so the project could be voted on next week to recommend it to the Town Meeting. The timing of funding through Town Meeting may require reimbursement after the work is started. Members of the group offered to help her.

### **Other New Business**

Mr. Chamberlain reviewed the potential meeting with Mr. Saginaw.

Mr. Zeamer mentioned that he would like to meet with Mr. Chamberlain to hear about the job descriptions of officers in the CPC.

Ms. Stahl described an AI tool that transcribes meetings

**MOTION TO ADJOURN:** Mr. Saulnier

**SECOND:** Mr. Zeamer

**VOTE** Approved by role call: Mr. Chamberlain aye. Ms. Kaspern, aye. Mr. Rutberg aye. Mr. Saulnier aye. Ms. Stahl aye. Mr. Zeamer aye.

The next meeting will be March 6, 2024.

Respectfully submitted from audio recording,  
Susan Woodrow  
Clerk