



TOWN OF BOXBOROUGH NOTICE OF PUBLIC MEETING

BOARD/COMMITTEE: Community Preservation Committee
MEETING DATE: October 7, 2021
TIME: 7:30 PM
PLACE: Remote Meeting pursuant to Current Executive Order.
See instructions below.

AGENDA

1. Review and Approve Minutes from September 2, 2021
2. Correspondence and New Business (if any)
3. Preliminary Application Received – review and make recommendations for final applications
4. Final Applications – received and/or anticipated (deadline:10/28/2021)
5. Next Meeting, November 4, 2021, draft agenda items

Topic: Community Preservation Committee
Time: Oct 7, 2021 07:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87003416286?pwd=SjMzRmVtVnRSdG42c2hkThJQmp6QT09>

Meeting ID: 870 0341 6286

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BOXBOROUGH COMMUNITY PRESERVATION COMMITTEE

29 Middle Road, Boxborough, Massachusetts 01719

Phone: (978) 264-1723 · Fax: (978) 264-3127

www.boxborough-ma.gov

DRAFT

Community Preservation Committee (CPC) September 2, 2021

Remote (Zoom) Meeting, Open to the Public
Pursuant to Executive Order of March 12, 2020
Votes on All Motions Are by Roll Call

MEMBERS PRESENT:

Dennis Reip, Chair, Conservation Commission
Hugh Fortmiller, Clerk, At-large
Robin Lazarow, Planning Board
Priya Sundaram, Finance Committee
Ron Vogel, Housing Board

MEMBERS ABSENT:

Rita Gibes Grossman, Vice Chair, At-large
Hilary Greven, Recreation Commission
John Neyland, Agricultural Commission
Alan Rohwer, Historical Commission

EXOFFICIO MEMBERS ABSENT:

Simon Corson, Town Planner
Wes Fowlks, Select Board Liaison

HANDOUTS:

- Agenda for September 2, 2021
- Draft of CPC Minutes from July 1, 2021
- Updates to Community Preservation Plan 2021

7: 32 PM – After confirming the presence of a quorum (five members present), Chair Dennis Reip called the meeting to order.

1. Review and Approval of Minutes from July 1, 2021. Dennis **moved** to approve the minutes as written. Priya **seconded** the motion. **VOTE:** Unanimous, 5-0.

2. Correspondence and New Business: None to discuss at this time.

3. Approval of “Boxborough Community Preservation Plan 2021”: Dennis presented the revised draft, reporting that Hilary had made some changes to the **Recreation** section. Ron had made some minor changes to the **Housing** section. Dennis made another small change in the **Contents** section. Robin asked if all the **goals** were indeed addressed. For example, does the CPC review the annual Capital Plan to see if any items may qualify for CPA funds? Dennis confirmed that such a review is made. Robin

asked if we do hold public meetings to discuss applications. Dennis confirmed that we have such meetings built into our schedule. Priya asked why the 2019 **Rental Assistance** program was listed as “Ongoing.” Dennis and Ron explained that unexpended funds for a project can carry over to complete the project during the next fiscal year, and in this case, the carryover may be a matter of accounting. Hugh pointed out that whenever a project is completed, any unexpended funds return to the CPC general fund. Robin raised the question of whether CPA funds can be used to digitally preserve historical records. Members generally agreed that digital preservation would be authorized. Hugh **moved** that the CPC approve as revised the “Boxborough Community Preservation Plan 2021.” Robin **seconded** the motion. **VOTE:** Unanimous, 5-0

4. Update on Ongoing Projects: Ron reported that the **Veterans** project is almost complete; paving is complete, the irrigation system has been repaired, and landscape shaping, loam, and grass seed are about to be completed. What will remain is the possible planting of bushes around the electrical box. Ron expressed admiration for the quality of the work to renew the WWI bolder and plaque. Dennis reported that Owen has completed the installation of the **hand pump** for the well at Flerra Field; the cost of installation came in under budget, so some funds will return to the CPC general fund. Dennis reported that the **Hager Land Connection** project has been delayed by high water, possibly caused by beavers. It is hoped that Hilary will be able to report on the progress on **Liberty Field** at the next CPC meeting.

5. Anticipated CPC Applications for FY 2022: Dennis observed that the balance of CPA funds available for FY 2022 is about \$314k and that projected CPA revenue for FY 2022 is about \$200k, for a total of about \$500k available for CPA projects. Recurring applications will likely come from the **Housing** Trust, the **Rental Assistance**, program, and the **Conservation** Commission. Robin recommended that the CPC ask Rajon Hudson if any applications for American Rescue Plan Act (ARPA) funds might be appropriate for CPC consideration. Deadline for initial ARPA applications is September 7, 2021. **ACTION: Robin** will ask when the applications will become public, and she will see if any might be appropriate for CPA funding. Dennis reported that Hilary believes the **RecreationComission** will not have any new requests. Robin reported that **Steele Farm** is not apt to apply for funds this year. **ACTION: Dennis** will ask Owen and Becky Neville if **Cemetery** renovation will need funds.

NEXT MEETING: THURSDAY, OCTOBER 7, 2021, 7:30 PM. The consensus of members present was to hold the meeting as a **REMOTE PUBLIC MEETING**. The meeting will focus on possible draft applications. Robin stated that she will not be present.

There being no further business, Dennis **moved** to adjourn the meeting; Ron **seconded** the motion. **VOTE:** Unanimous, 5-0.

Dennis adjourned the meeting at 8:01 PM

Respectfully Submitted,
Hugh Fortmiller, Clerk



**TOWN OF BOXBOROUGH
COMMUNITY PRESERVATION COMMITTEE
PRELIMINARY APPLICATION**

APPLICANT: *Owen Neville for the*
 Name: Cemetery Commission Address: 29 Middle Rd.
 Email: oneville@boxborough-ma.gov Phone: 978-263-3285
 Board/Committee: Cemetery Commission

PROJECT:
 Project Title: Restoration of North Cemetery
 Estimated Total CPA Funds Requested: \$9,500.00
 Estimated Total Project Cost: \$9,500.00

PROJECT SUMMARY:

This is Phase IV of this project. It involves the repair, cleaning, resetting and restoration of headstones, monuments and other stonework.

PROJECT PURPOSE: (Check all that apply)

- Open Space
- Recreation
- Community Housing
- Historic Resources

COMMUNITY BENEFIT: Indicate how this project will benefit the community.

This is a piece of Boxborough history and will benefit the entire community.

OTHER INFORMATION:

Does the project need approval from another Board or Committee?

If yes, please specify: We will seek approval from Historical Comm

Has the project been endorsed by any Board, Committee, or Commission?

If yes, please specify: Cemetery Commission

Submit Completed Preliminary Applications To: Boxborough Community Preservation Committee, c/o Planning Department, Town Hall, 29 Middle Road, Boxborough, MA 01719. Preliminary Applications should be received no later than **4:00 PM on Thursday, September 30, 2021.**

For CPC Use: Received _____ CPC Reference: _____