



BOXBOROUGH COMMUNITY PRESERVATION COMMITTEE

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Approved October 5, 2023

Community Preservation Committee (CPC) MINUTES

September 7, 2023

In Person Meeting, Open to Public

Grange Room Boxborough Town Hall 29 Middle Road Boxborough Massachusetts

MEMBERS PRESENT:

Ron Vogel, Chair, Housing Board
Chad Childers, Historical Commission (new) (in part)
John Fallon, Clerk, At-large
Rita Gibes Grossman, At-large
Rebecca (Becky) Neville, Finance Committee (new)
Kathleen Vorce, Planning Board

MEMBERS ABSENT:

Sam Anderson, Conservation Commission (new)
Rebecca (Becca) Edson, Recreation Commission
John Neyland, Vice Chair, Agricultural Commission

OTHERS PRESENT: None

DOCUMENTS:

- 1) Agenda for September 7, 2023 CPC Meeting
- 2) Draft minutes from July 6, 2023 CPC Meeting
- 4) Flyer from Boxborough Fire Department announcing 9-11 remembrance ceremony
- 5) Email from assistant town administrator Rajon Hudson announcing that all town emails would be migrating from Outlook to Gmail starting September 11.
- 6) Survey from Alec Wade, the town planner, asking for CPC input on the Campanelli Park at Beaver Brook development.
- 7) Initial draft Community Preservation Financial Worksheet for FY 2025 (May 2024 ATM)
- 8) CPC ATM 2024 timeline for FY 2025 CPA project funding
- 9) Release from Community Preservation Coalition dated May 7, 2023 "Senate Includes \$30M in State Surplus Funds for CPA in FY24 Budget"
- 10) Release from Community Preservation Coalition dated August 7, 2023 "Legislature Drops CPA Surplus Funding from FY24 State Budget"

Meeting Called to Order 7:34 p.m. by Ron Vogel Chair.

1) **MINUTES:** It was moved and seconded to approve the minutes of July 6, 2023 as distributed. Moved by Rita, seconded by Becky. **Vote:** passed unanimously with one abstention. John F. announced that that Priya Sundaram is now the Select Board liaison to the CPC.

2) CORRESPONDENCE:

a) Ron announced that he had received a flyer from Boxborough Fire Department announcing a 9-11 remembrance ceremony on September 11 at 9:55 a.m.

b) Ron reported that he, and presumably all committee members with town emails accounts, had received an email from assistant town administrator Rajon Hudson announcing that all town emails would be migrating from Outlook to Gmail starting September 11.

c) Ron reported that the committee had received a survey from Alec Wade, the town planner, asking for CPC input on the proposed Campanelli Park at Beaver Brook development. Ron went through the survey with the committee. It was remarked that it was extremely difficult for the CPC to complete this survey since the CPC is a “committee of committees”. Excluding the at-large members, each member of the CPC had a chance to complete the survey as part of their “home” committee. It was moved and seconded to authorize the chair to complete the survey on behalf of the CPC. Moved by John F., seconded by Kathy. **Vote:** passed unanimously.

3) UPDATES FROM TOWN ACCOUNTANT/CPC FINANCIAL WORKSHEET

a) Ron reported that no updates had been received from the town accountant on either the CP-1 filing or the individual reserve accounts. Thus, the CPC could not update its FY 2025 financial worksheet.

ACTION ITEM: Ron will follow up with the town accountant or town administrator whomever is more appropriate.

b) Ron reported that the required CP-3 form had been filed in a timely manner.

c) At its July 6 meeting the committee felt there was not enough information to make a decision whether to close out ATM 20 Article 37 Hager Land Connection for \$16,029.71. This is still an open issue.

ACTION ITEM: Ron will follow up with Liz Markiewicz on ATM 20 Article 37 Hager Land Connection.

4) LATEST INFORMATION FROM COMMUNITY PRESERVATION COALITION

a) Ron reported on the 2 funding press releases the last of which stated that no additional CPA funding was included in the State budget.

b) He also stated that it was possible that additional CPA funding might be included in a supplemental budget.

5) OTHER: CPC ATM 2024 TIMELINE FOR FY2025 PROJECT FUNDING

Becky pointed out that there was an issue with the timeline as the deadline for preliminary applications was October 5 (the date of the next CPC meeting) and the review/recommendations were scheduled for October 12 (a date on which the CPC does not have a meeting scheduled). The committee agreed these dates should have been September 29 and October 5 respectively. Rather than inconvenience applicants, the committee agreed to keep the October 5 deadline but have the reviews on October 5 also.

ACTION ITEM: Ron will inform Mary Nadwairski of this change.

6) OTHER: POTENTIAL FY 2025 CPA PROJECT

John F. asked if anyone was aware of whether the Blanchard school intended to ask for CPA funding, i.e., could their project wait until after the May 2024 ATM.

ACTION ITEM: John F. will fill follow up with Becca and/or Dana Labb.

7) NEXT MEETING: Thursday, October 4, 2023, 7:30 pm in person in the Grange Room at town hall.

Meeting Adjourned 8:28 p.m. -- moved by Becky; seconded by Rita. **Vote:** Unanimously approved.

Respectfully submitted,
John Fallon, Clerk