

**COMMUNITY PRESERVATION COMMITTEE  
TOWN OF NEEDHAM, MASSACHUSETTS**

**Minutes of Meeting  
September 21, 2011**

**Present:** Mark Gluesing – Chairman, Janet Carter Bernardo – Vice Chair,  
Carol Boulris, Reg Foster, Jane Howard, Mike Retzky, Lita Young

**Absent:** Bruce Eisenhut

**Town Staff:** Patricia Carey, Staff Liaison  
Nicole DiCicco, Recording Secretary

The meeting convened at 7:35 PM in the Webster Conference Room located in the Public Services Administration Building (PSAB).

**Review and Acceptance of Minutes of Meetings – June 8, 2011:**

Ms. Bernardo made a motion to approve the minutes of the June 8, 2011 meeting. The motion was seconded by Mr. Retzky and was unanimously approved.

**CPA Legislation Update:** Ms. Carey reported that the bill was still under review in House Ways and Means. Next week, the Community Preservation Coalition will host a 10<sup>th</sup> “birthday party” for CPA at the State House and is encouraging participants to visit their representatives to continue to gain support for the legislation.

**Project Update:** Mr. Gluesing has been attending PPBC meetings for the Town Hall project. The project has generally remained on schedule. The Verizon strike delayed the installation of phone lines to the building, including the line for the elevator which is needed for permits. During Tropical Storm Irene there was a flood in the basement level related to a storm drain issue. The building and the storm drain have been repaired. Ms. Carey reported that a Conservation Commission project approved in prior years is moving forward again. The final funding, recommended by CPC to Town Meeting was less than originally requested and each attempt to bid the bridge project has resulted in bids that were too high. Since that time, the Conservation Commission has received funds from Algonquin Gas that they will now put towards the swamp trail bridge project, as well as a second project on a trail leading towards the Charles River. Mr. Foster reported that the consultant for the Housing Authority project has finally been approved and initial work on the study has begun. HUD funding has also created delays in the project. Mr. Gluesing asked if the historic artifacts projects are completed. Ms. Carey said that the projects had been held off during the early stages of Town Hall construction, but that they should all be done sometime around the completion of the project. Mr. Foster asked about the progress with the 174 Charles River Street parcel. Ms. Carey

noted that the project engineering work was almost complete and then needed to go to Conservation Commission for permits prior to going out to bid.

**Special Town Meeting:** Mr. Gluesing asked if there would be an article to adjust the CPA accounts, as he hadn't seen it on the draft warrant. Ms. Carey explained that Assistant Town Manager David Davison was waiting for official notification from the state on the contribution and would then make a determination on whether adjustments are needed. Ms. Carey has reminded the Town Manager that it might need to be an article on the warrant.

**Topics for Future Agendas:** Mr. Gluesing reminded members to encourage applications to be submitted, and if sent in prior to December 1<sup>st</sup>, the committee could review for eligibility as they were submitted. Ms. Howard wondered if an e-mail should be sent to Town boards. Ms. Carey noted that department managers were just reminded of the application process as part of the budget discussions and they would remind the appropriate boards. Ms. Carey reported that the Town Clerk may possibly submit a project request, and there will likely be something related to land. Mr. Gluesing said that the Historical Society may submit a project, and that CPC members also serving on that committee would recuse themselves from the discussions.

**Next Meeting:** Wednesday, October 12 at 7:30 PM

**Adjournment:** Ms. Boulris made a motion to adjourn the meeting at 7:50 PM. Ms. Howard seconded the motion. The motion was unanimously approved and the meeting was adjourned at 7:50 PM.

Respectfully submitted,

Patricia M. Carey  
Staff Liaison