

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

**Minutes of Meeting  
February 26, 2014**

**PRESENT:** Janet Bernardo – Chair, Robert Boder,  
Mark Gluesing, Mike Retzky, Sam Bass Warner

**ABSENT:** Lita Young - Vice Chair, Gary Crossen, Reg Foster

**STAFF:** Patricia Carey, Staff Liaison

Ms. Bernardo called the meeting to order at 7:40 PM in the Highland Room at Town Hall.

**Chairman's Comments:** Ms. Bernardo reminded the liaisons to get some written information to her to put together and provide to the Board of Selectmen and the Finance Committee prior to consulting with them on the proposals. Mr. Gluesing noted that both groups, under the by-law, are provided an opportunity to ask questions and make comments that are then shared with the CPC prior to voting their recommendations on the proposals. After the CPC decisions are made, both boards will vote on their recommendations to Town Meeting.

**Proposal Review:**

**FY2014-1 Ridge Hill Boardwalk and Bridge Replacement:** Mr. Gluesing is finalizing his written comments for the upcoming meetings. He will highlight some construction costs for various options and the cost of mitigation to show the process the Conservation Commission went through to find the best cost option with the least environmental impact.

**FY2014-3 Town Common:** Mr. Warner will include in his write-up that the design will include recommendations for trees, irrigation, sod replacement and walk-ways. The design will be done in consultation with the Historic Commission and the Downtown Streetscape Committee. He expressed his concern that the Downtown study information is not complete, so it is not known how the two projects will compliment each other.

**FY2014-4 Memorial Park:** Mr. Gluesing asked if the DPW had the capacity in their workload to do the design work for this project, and would it be appropriate to provide funding to hire a consultant to do the design and then have the Town Manager and DPW come back to request the construction funding based on the final design plans. Ms. Bernardo will contact Parks and Forestry Superintendent Ed Olsen to get additional information. Ms. Carey noted that Mr. Crossen is finalizing his written information and will send it to Ms. Bernardo.

**FY2014-5 Vital Records:** There was no additional information.

**Preparation for Public Hearing:** Ms. Bernardo, Ms. Young and Ms. Carey will attend the March 5<sup>th</sup> Finance Committee meeting to consult with them on the four projects, and then will attend the Board of Selectmen's March 11<sup>th</sup> meeting for consultation. The public hearing will be held in the Highland Room, and Ms. Carey will set it up to provide more space for the public. The liaison will just introduce the proponent, and the proponent will make a presentation on the project. Questions from the audience will be given to Ms. Bernardo, who will then determine if the questions should be answered by the CPC or the proponent. Time at the end of the hearing will be given for CPC members to ask any additional questions. The draft of the CPC Plan will also be available for discussion at the public hearing.

**Review of Finances:** The members discussed possible "buckets" for funding recommended projects. The preference is to fund the Ridge Hill, Town Common and Memorial Park projects through Open Space funds, but the "bucket" may not have sufficient funds, so a decision would need to be made on whether to use the open space funds and general reserve, or to use existing open space funds plus newly appropriated funds into the "bucket."

**Needham Community Preservation Plan Update:** Ms. Bernardo noted that the majority of updates are related to changes in text under the revised legislation. She also noted that Ms. Young had requested stronger wording related to applications being submitted for the Annual Town Meeting, and only in extraordinary circumstances being submitted for any Special Town Meeting held during the year. Ms. Carey asked the members to consider removing the word "extraordinary" and keeping the choice more flexible for upcoming boards.

**Minutes: January 22, 2014:** Mr. Retzky made a motion to approve the minutes of the January 22, 2014 meeting, and the motion was seconded by Mr. Warner. The minutes were approved unanimously.

**Adjournment:** Mr. Gluesing made a motion to adjourn the meeting at 8:30 PM. Mr. Retzky seconded the motion and the meeting adjourned at 8:30 PM.

Respectfully submitted,

Patricia M. Carey,  
Staff Liaison