

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

**Minutes of Meeting
March 26, 2014**

PRESENT: Janet Bernardo – Chair, Lita Young - Vice Chair, Robert Boder, Gary Crossen, Mark Gluesing, Sam Bass Warner

ABSENT: Reg Foster, Mike Retzky

STAFF: Patricia Carey, Staff Liaison

Ms. Bernardo called the meeting to order at 7:30 PM in the Highland Room at Town Hall.

Chairman's Comments: Ms. Bernardo outlined the comments provided by the Board of Selectmen and the Finance Committee at recent consultation meetings. She noted that the Finance Committee were concerned that the Ridge Hill project would not have enough funds to consider adding handrails and changing the surface to a composite material. The Selectmen did not have any major concerns. Ms. Young added that the Board of Selectmen and the Finance Committee supported the change on the Memorial Park project to design funds rather than construction funds.

Financial Report: The Committee reviewed the five year financing plan provided by the Town Manager and Assistant Town Manager/Finance Director. The plan provides information on the time line of known requests, outlines available funding for projects without a known estimate, yet, provides a capacity for bonding, and indicates the “cushion” for unexpected projects.

Discussion and Vote: Review of Input from Public Hearing, Board of Selectmen and Finance Committee:

FY2014-1 Ridge Hill Boardwalk and Bridge Replacement: *Ms. Young made a motion to recommend authorization to Town Meeting of FY2014-1: Ridge Hill Boardwalk and Bridge Replacement, in the amount of \$183,219 with funding to be drawn from the Open Space Reserve. The motion was seconded by Mr. Gluesing. Mr. Boder asked if it was more cost efficient in the long-term for the boardwalk to be built with composite materials. Mr. Gluesing noted that the cost for composite was much higher and in the long-run would not save the project money, as repairs to the pressure treated wood would be minimal and not costly. Ms. Bernardo noted that the Conservation Commission would bid the project with add-alternates for composite decking and the addition of railings. Mr. Gluesing made a motion to amend, increasing the funding authorization to \$213,219 to provide funding for the addition of railings. Mr. Crossen seconded the motion. Ms. Young indicated that the increase was large, and not one requested by the Conservation Commission. Ms. Bernardo stated that there was an estimate from the consultants, but that the full length of the boardwalk would not need handrails. Mr. Gluesing noted that the boardwalk was elevated and only three feet wide, so that the handrails would create a safer boardwalk. The Committee voted on the amendment to the motion, with four members voting in favor, 1 member voting in opposition, and one member*

abstaining. The motion to amend passed. The Committee voted on the motion, as amended, with five members voting in favor of the amended motion, and one in opposition. The amended motion passed.

FY2014-3 Town Common: *Mr. Warner made a motion to recommend authorization to Town Meeting of FY2014-3: Town Common, in the amount of \$20,000 for design with funding to be drawn from the Open Space Reserve. The motion was seconded by Mr. Crossen. Mr. Gluesing noted that the funding could also split between the historic and open space reserves, but the Committee decided to keep the funding in one reserve. The Committee voted on the motion, and it was passed unanimously.*

FY2014-4 Memorial Park: *Mr. Crossen made a motion to recommend authorization to Town Meeting of FY2014-4: Memorial Park, in the amount of \$35,000 for design with funding to be drawn from the General Reserve. The motion was seconded by Mr. Warner. The Committee voted on the motion, and it was passed unanimously.*

FY2014-5 Vital Records: *Ms. Young asked if the Town Clerk needed the full amount. Ms. Carey noted that some estimates were lower than the requested funding, but until actual bids were available, it is not known how much the project will cost. Mr. Gluesing made a motion to recommend authorization to Town Meeting of FY2014-5: Vital Records, in the amount of \$52,500 with funding to be drawn from the Historic Reserve. The motion was seconded by Mr. Warner. The Committee voted on the motion, and it was passed unanimously.*

Discussion and Vote: Needham Community Preservation Plan: *Mr. Gluesing made a motion to adopt the Needham Community Preservation Plan Draft # 3 as the final document. The motion was seconded by Mr. Crossen. Ms. Bernardo noted that in a prior discussion, Ms. Carey had raised a concern with the wording “extraordinary circumstances” for projects submitted for Special Town Meetings. The consensus was to keep the wording in the Plan. The Committee voted on the motion, and it was passed unanimously.*

Preparation for Town Meeting: *Ms. Bernardo reviewed the presenters for the individual articles: Mr. Gluesing will speak on behalf of the Ridge Hill project; Mr. Warner will speak on behalf of the Town Common project; Mr. Foster will speak on behalf of the Vital Records project. Mr. Crossen will not be available to attend Town Meeting, so Ms. Bernardo or another member will present the Memorial Park project. Ms. Bernardo will speak on the FY 15 appropriations. The CPC will not meet in April, but some members will attend the April 28th League of Women Voters’ warrant meeting to answer any questions related to the CPC projects. Prior to the presentation of the projects at Town Meeting, the members will meet at 7 PM and then move to the front of Town Meeting for the discussion and votes on the warrant articles. Ms. Carey will report tonight’s votes to the Board of Selectmen and the Finance Committee.*

Minutes: March 12, 2014 Public Hearing: *Mr. Crossen made a motion to approve the minutes of the March 12, 2014 public hearing and meeting, and the motion was seconded by Mr. Warner. The minutes were approved, unanimously.*

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Adjournment: Mr. Gluesing made a motion to adjourn the meeting at 8:15 PM. Mr. Crossen seconded the motion and the meeting adjourned at 8:15 PM.

Respectfully submitted,

Patricia M. Carey,
Staff Liaison