COMMUNITY PRESERVATION COMMITTEE
TOWN OF NEEDHAM, MASSACHUSETTS

Minutes of Meeting
January 28, 2015

PRESENT: Lita Young - Chair, Gary Crossen – Vice Chair, Mark Gluesing, Reg Foster, Peter Oehlkers, Mike Retzky, Sam Bass Warner

ABSENT: Robert Boder

STAFF: Patricia Carey, Staff Liaison
Kristen Wright, Recording Secretary

GUEST: Connie Barr, School Committee Representative

Ms. Young called the meeting to order at 7:31 PM in the Highland Room at Town Hall.

Chairman's Updates:
Ms. Young discussed the article about 40B housing that Ms. Carey had forwarded to everyone last week. Ms. Carey mentioned that one of the topics at the MA Municipal Association Annual Conference was about using CPA funds for 40B housing projects.

Financial Updates
The Committee reviewed the current available funding. Ms. Young stated that all current proposals can be funded by the current budget. Unspent funds in the Housing, Historic, and Open Space buckets will move forward into the next fiscal year, but the General bucket and current free cash will go through the "free cash" process and will not be available until later in FY'16.

Proposal Review

FY2015-1 Rosemary Pool – *Liaison – Gary Crossen*
This request is for $1,000,000 design funds for a full rehabilitation of the Rosemary Pool Complex, requested under Open Space and Recreation.

Mr. Crossen discussed the history of Rosemary Pool as well as the scope of the proposed project. The proposal is submitted by the Park and Recreation Commission and they are seeking design funds after completing a feasibility study under PPBC guidance with Weston & Sampson in 2014. During the feasibility study, the Park and Recreation Commission set up a Rosemary Pool Working Group of town personnel, and held 6 public meetings to discuss this project with all interested parties. At the end of the feasibility study, the Park and Recreation Commission determined that, of the options presented by Weston & Sampson, a combination of rebuilding and renovating (or a combination of options 3 and 4) at the current pool site was the best option for this project. Mr. Gluesing asked if any options were endorsed at any of the feasibility study meetings. Mr. Crossen stated that both options 3 and 4 were the preferred options at the public meetings. Ms. Carey stated that those options were to rebuild within the current footprint of the pool or to rebuild somewhere on the Rosemary site. Mr. Crossen added that

main aspects of the proposal were that the pool would be located at the Rosemary site, the pool may change depending on the design, and they will improve the building and the parking already existing at the site. It is hoped that a summer season would not be lost, with construction done during the off season. The current DEP permit is set to expire in the fall of 2016. It is not known, until the design phase, if construction could begin in Fall 2016 or would need to wait until sometime in 2017. Funding for construction is not included in this request.

FY2015-2 Newman Athletic Fields – *Liaisons – Mark Gluesing and Peter Oehlkers*
This request is for $1,527,000 construction funds for a full renovation of the Newman athletic fields, requested under Open Space and Recreation.

Mr. Gluesing stated that he discussed the proposal with the project liaisons. The proposal is not to raise the fields but to renovate the fields creating better drainage and providing a more level surface. The proposal also included adding seating, backstops, small retaining walls, and a walking trail around the perimeter that is accessible from the school. Ms. Young asked if this trail would be ADA compliant like the Reservoir trail project. Ms. Carey stated that the fields would be due to its flat nature as well as the required accessibility from the school. Mr. Warner asked about providing access to bathrooms at the field site. Mr. Gluesing stated that they were not part of the current plan, but an area for portable restrooms is in the design, adding bathrooms can create safety and vandalism concerns, and involve a lot of maintenance. He added that due to the level of activities at the fields, bathrooms may be added in the future, but are not in the current proposal. Ms. Carey added that user groups can currently rent portable restrooms as a part of the permit process. For complete list of questions answered by the proponents, see *Appendix A.*

FY2015-3 Eastman Conservation Area – *Liaisons – Mark Gluesing and Peter Oehlkers*
This request is for $800,000 construction funds for a full renovation of the Eastman Conservation area at Newman, requested under Open Space and Recreation.

This project was designed with the Newman athletic fields but will be funded separately. The project would include rebuilding the boardwalk and creating accessibility from the parking area. The path would be organically designed, and would be low to the water so it can be accessed by users. Mr. Gluesing believes it is well designed. Ms. Young asked if they are concerned with the cost. Mr. Gluesing stated that he asked the proponents for cost cutting ideas. Ms. Young asked about the timeframe for this project and if the project could wait. Mr. Gluesing replied that there was not a set timeline yet and it does not have to be constructed at the same time as the field project. Mr. Gluesing added that Edward Olsen, Superintendent of Parks and Forestry and Project Manager, believes that the project can be started in the off-season and completed by the start of the next season. Mr. Retzky added that waiting could increase the deterioration of the site. Ms. Young asked if this trail system would be ADA compliant. Mr. Gluesing stated that it doesn't have to be, but it is designed to connect to the path around the fields. Ms. Carey added that it is designed to be compliant to important teaching points, but to other areas additional assistance may be needed. Ms. Young asked if this project could be bid with the Ridge Hill project. Ms. Carey said that the working group did not feel there would be a savings, partially as the projects were designed by different firms, and were at different sites. Mr. Gluesing has

asked for the length of the boardwalk and the compact trail and should have this information at the next meeting. For a complete list of questions answered by project proponents, see *Appendix A.*

FY2015-4 Mills Field Park Improvements – *Liaison – Reg Foster*
This request is for $510,000 construction funds for park improvements at Mills Field, requested under Recreation.

Mr. Foster stated that proposal is to improve parking at this location, replace the seasonal restroom, update the basketball court, and replace the turf on the 60' baseball diamond. The restroom is seasonal as it will not be heated, and maintenance will be contracted through Park and Recreation/Public Facilities cleaning service. Mr. Foster stated that the basketball court would be paved with asphalt and a rubber paint surface will be installed, like the Greene's field basketball court. Mr. Foster stated that the timeline for this project is between the end of the 2015 summer season and the start of the 2016 spring season. The proposal also includes Xeriscape gardening which is a type of landscaping that does not require constant care or maintenance. Mr. Foster stated that user groups have been contacted regarding this project during the earlier phases. It was noted that a member of Needham Baseball and Softball had asked about the plans, and Ms. Carey explained that their league officials had been involved in discussions and were aware that new sod would be the final project on the diamond that they use. Mr. Foster stated that the parking improvements near the tennis courts would include pervious pavers. Mr. Gluesing asked about lighting around the parking areas. Ms. Carey stated that there would be some lighting provided by standard street lights. For a complete list of questions answered by the proponents, see *Appendix A.*

FY2015-5 Ridge Hill – Student Conservation Association – *Liaisons – Sam Bass Warner and Robert Boder*
This request is for $10,000 to fund the Student Conservation Association (SCA) trails projects including the Ridge Hill Loop, requested under Open Space and Recreation.

Mr. Warner stated that this project will be completed by a student group for a small fee to improve the trails, including the Ridge Hill Loop. Mr. Gluesing asked if there was an exact plan for the improvements. Mr. Oehlkers stated that a group created the loop and that SCA would help design improved drainage as well as other improvements to the trail including a small bridge that needs to be built. Ms. Carey stated that the Exchange Club did the cleared the original loop and that the SCA group did a similar bridge project in Dedham and had very good results. The SCA group would camp at Ridge Hill and the funding would cover supervision, expenses, and supplies. Mr. Oehlkers added that, if this project goes as well as predicted this group would be considered for future trail projects in Needham. For a complete list of questions answered by the proponents, see *Appendix A.*

FY2015-6 Canoe Launch Improvements – *Liaisons – Sam Bass Warner and Robert Boder*
This request is for $30,000 design funds for improvements to the existing canoe launch on South Street, requested under Open Space and Recreation.

Mr. Warner expressed concern with this proposal due to the poison ivy and that by improving the launch site, it may invite large trailers with boats to the site. Ms. Carey stated that the site is under Park

and Recreation jurisdiction and there are no motorized boats allowed from the launch site, but the design would look to see if it was possible to create a space for trailers that carry small non-motorized boats. Ms. Carey also noted that the project includes permitting. Mr. Gluesing asked if the site is already used. Ms. Carey stated that it was, but that there were no signs, so signage will be included in construction costs. Ms. Young asked if rentals would be available from the launch site. Mr. Oehlkers stated that the site is small for rentals, but there was a location at Nahantan Park in Newton. For a complete list of question answered by the proponents, see *Appendix A.*

FY2015-7 Rail Trail Improvements – *Liaisons – Sam Bass Warner and Robert Boder*
This request is for $100,000 construction funds for the creation of the rail trail, requested under Recreation.

Mr. Warner discussed the abutter screening being offered by the Bay Colony Rail Trail Association (BCRTA). The BCRTA has discussed with the private abutters of the Rail Trail and held $50,000 in mitigation for this part of the project. Mr. Gluesing stated that some houses are quite close to the trail and some abutter privacy provided by the BCRTA is reasonable. He asked if there is potential for additional abutters to ask for this option after some abutters received their fences. Ms. Carey stated that BCRTA has discussed this option with about 20 abutters with views of the trail, but to date less than 10 have stated any interest. Mr. Gluesing asked if the trail removal would be a zero-cost project due to the steel credit. Ms. Carey stated that it is possible and that the project goes to bid later this week. Ms. Young asked what the timeline for the bid was. Ms. Carey stated that the bids will be due by the end of February. Mr. Gluesing stated that the estimated cost of the project is $300,000 and they are only applying for $100,000 or less. Mr. Foster added that they meet the criteria of matching funds as they have already donated $115,000 towards the project. Mr. Gluesing asked if the trail would have railings. Ms. Carey stated that there would be a guard rail. Mr. Foster asked about parking for this trail. Ms. Carey stated that there was parking at the DCR Red Wing Bay property and on High Rock Street. She added that there would be markings on the ground when the trail intersected with a main road to bring attention to the intersection as well as other signage throughout the trail. For a complete list of questions answered by the proponents, see *Appendix B.*

FY2015-8 Chapel Village at Needham Center – *Liaison – Mike Retzky*
This request is for $400,000 design funds for the proposed new mixed-use building in Needham Center including affordable rental units, requested under Community Housing.

Mr. Retzky reached out to the proponent to discuss the questions asked by the CPC and expects a reply soon, which will then be provided to the Committee. Mr. Retzky has spoken to three Selectmen, who support the concept but are not supportive of public funds going towards the project. Mr. Gluesing asked if there was a list of past housing funds issued. Ms. Carey provided the total amounts granted for High Rock Homes and the Charles River project. Mr. Gluesing stated that this proposal includes underground parking which could increase the total cost of the project. Mr. Crossen stated that previous funding has not been granted to for-profit projects. Mr. Foster stated that this was the first for-profit project that has been proposed for any funding category in Needham, but that it was acceptable under CPA. Mr. Crossen stated his concerns about funding a for-profit project. Mr. Retzky added that CPA funding has been used in Cambridge and other communities for for-profit projects. Mr. Foster

provided an example of CPA funding being used for a for-profit project that had a return of investment to the town of 17/1. Ms. Carey stated that at MMA, the Town of Easton discussed a for-profit project that was partially funded by the CPA that resulted in rebuilding their downtown area and increased 40B housing for the town. Mr. Foster stated that he does not think that for-profit projects should be ineligible for CPA funding and that each proposal should be researched and discussed like a non-profit proposal.

FY2015-10 Purchase of Open Space - *Liaisons – Sam Bass Warner and Robert Boder*
This request is for $1,000,000 for the purchase of an open space parcel, requested under Open Space and Recreation. There is no current parcel under consideration, so this is a placeholder request.

Ms. Carey stated that there is currently no parcel under review for purchase.

Next Steps:
Ms. Young reminded the members that the next meeting will be Wednesday, February 11th and asked that proponents be invited. Ms. Carey stated that she would reach out to the proponents and schedule them for either the February 11th or February 25th meeting.

Minutes: January 14, 2015: Mr. Retzky made a motion to approve the minutes of the January 14, 2015 meeting and the motion was seconded by Mr. Gluesing. The minutes were approved, unanimously.

Adjournment: Mr. Gluesing made a motion to adjourn the meeting at 8:56 PM. Mr. Warner seconded the motion and the meeting adjourned at 8:56 PM.

Respectfully submitted,

Kristen Wright
Recording Secretary

Community Preservation Committee
Questions for Liaisons

FY2015-2 Newman Athletic Fields

1. **What is the projected construction timeline?**
   - The construction goal is the summer of 2015
2. **Were artificial fields considered? What was the cost differential between natural vs. artificial fields?**
   - Artificial turf was discussed. The need is questionable, they have sufficient artificial turf fields for their needs. The cost is more than double than for natural turf.

FY2015-3 Eastman Conservation Area

1. **Can a copy of the plan be provided?**
   - Yes, Mark and Peter need to do this.
2. **How large is the "outdoor" classroom?**
   - Pervious paving area is large enough for 30 students and a teacher. It also functions as the gathering point for the accessible portion of the trail.
3. **How does this tie to any of the town trails? If not, why?**
   - Connections are not a part of this scope of work. Both the new trail at Carol/Brewster Road and trail through Anna Volante Conservation area will be done in the future. Because of their scale, they can be done by volunteers, such as Eagle scout project or other.

FY2015-4 Mills Field

1. **What is the project timeline?**
   - The bid documents are being developed now, so it is possible that work would begin by late summer. It will not interfere with the heavy uses of the park.
2. **What surface will be used on the Basketball courts?**
   - The surface will be asphalt. We will also bid to have the same rubber paint surface installed as we did at the Green's Field basketball court. It is a similar system as used on tennis courts over asphalt.
3. **Please describe Xeriscape gardening.**
   - This type of landscaping does not require constant care or maintenance. Plant types are chosen that do not require regular watering through an irrigation system. Examples of this type of landscaping can be found at the entrance to Newman School, at Town Hall, and at other Town locations.
4. **Were all the user groups involved in the design process? Have they all seen and support the final design?**
   - The major input for the work at the park was received during the earlier stages, when other work was being done on the 60' diamond and work was done on the tennis courts. The final step for the 60' diamond is just replacement of the turf, and the primary user groups of diamond knows that no other changes to the diamond will be added to the project. The major part of this project is to improve parking, replace the outdated restroom, update the basketball court, and replace the turf on the diamond.
     At the Town Manager's request, an addition was made to this project. Through discussions with the Planning Board on other Town parking lots, there were

numerous request to consider using pervious pavers in parking lots. As these require a lot of maintenance in a regular lot, a sample section will be added to the parking spaces located on Ellis Street near the tennis courts. Each parking space will have asphalt on the street end of the space, but will be expanded to full size with the addition of the pavers.

5. **Is the restroom intended for year round use? Who will maintain the restrooms?**
   - The restroom unit will not be heated, so will only be used on a seasonal basis. The one-unit restroom will be added to the Park and Recreation/Public Facilities contract for park restroom cleaning services.

FY2015-5 Ridge Hill Loop – Student Conservation

1. **Is there a budget for the requested funds? If so, please provide a copy.**
   - The fee that goes to the SCA is $7,200 for the 10-day project. We have budgeted $2,800 for materials for the construction of the footbridge leading to the Loop Trail. SCA is currently holding a 10-day timeslot for the Town of Needham, pending submission of our application.
2. **Are the dates of the project based on the availability of the students or is there a different reason for this?**
   - The dates have not been finalized with SCA. We are hoping to have them complete the project in July/August of 2015 for two reasons 1} if approved, that is when the funding would be available; 2} the SCA crews perform multiple projects during the year. By having them come to Needham later in their schedule, the workers are likely to have more experience, resulting in better efficiency and quality (this approach is based on discussions with representatives of SCA).
3. **What is the nature of the student group that will do the work?**
   - The student group is made up of college students or recent graduates who are looking to enter a career in conservation-related field. They work for SCA to gain experience and learn skills that would be difficult to obtain elsewhere. Workers must apply and be "hired" by SCA. The organization is well-established and recently did a project in Dedham. The Dedham Conservation staff had nothing but positive things to say about their experience.
4. **What methods will they employ?**
   - Depending on the project to be completed, the SCA workers will employ various techniques. Workers are provided training in carpentry, trail building, and other skills that are used on project sites. For the Ridge Hill project, workers are anticipated to primarily use their carpentry skills for the construction of footbridge. There will also be opportunities for improvements to the existing trail using their trail building techniques. Based on an inspection of the bridge they constructed in Dedham, their workmanship is a very high level.
5. **Has the route for this trail been established? By map or survey?**
   - The trail currently exists as determined by members and staff of the Conservation Commission. A group from the Exchange Club cleared much of the connecting trail system. The exact location has not been formally mapped.

However, once completed, the trail will be GPS located in order to include it on revised trail maps for Ridge Hill.

6. **Are the workers volunteers? What is the money needed for?**
   - The SCA positions are "expense paid" meaning workers do not receive salaries, but have travel and living expenses covered by the organization. SCA charges the fee to cover the overhead expenses of running the organization (salaries for full-time employed staff, travel to worksites, food, etc.). The cost of materials is not included in the SCA fee; there fore, the town is responsible for purchasing materials and delivering them to the project site. SCA brings their own tools.

FY2015-6 Canoe Launch

1. **This amount for design seems high? Can they please elaborate as to what exactly will be covered with this request?**
   - The design request includes a component for permitting which is a higher cost item in sensitive conservation areas. The Conservation Department will provide assistance in delineating the wetland boundaries at the site to reduce costs. The cost estimate for design fees was based on the Town's prior experience with professional services firms.
2. **Is there a different place along the river where this could be done?**
   - This has been determined to be the most practical cost effective area. The launch must be located on Town-property. There is an existing launch area at this location that has space for parking. It is already promoted in booklets, maps and websites for people looking for launch areas on the Charles River. Creating an entirely new location for river access would be difficult to permit and would likely increase project costs.
3. **Why now?**
   - The Board of Selectmen and Park and Recreation Commission share the goal (contained in the Town's Open Space and Recreation plan) of expanding access to lakes and rivers. Access to outdoor recreation amenities is consistently highlighted in our survey results as well.
4. **Is this for action or design?**
   This funding will support design and permitting.
5. **If action, what needs to be done except clearing the site and killing the poison ivy?**
   - The plan is to create a stable path that is not impacted by the changing level of the River. The path must support pedestrian access, and provide the opportunity for vehicles to bring canoes, kayaks or other small boats closer to the water's edge. Although people who kayak or canoe the Charles River on a regular basis are aware of this launch area and utilize it, there is a need for some simple signs to make it easier for less frequent users to find the location.
     Park and Recreation provides information to residents on available canoe launches, and it is noted on the trail map for the Reservoir Trail area http://ma-needham2.civicplus.com/DocumentCenter/Home/View/2837. The other Needham launch is at Re Wing Bay, which is property under the jurisdiction of

the DCR (MA Division of Conservation and Recreation). The launch at Red Wing Bay is upstream of the Cochran Dam, providing boat access to upstream portions of the Charles River. The enhanced Town boat launch off South Street is downstream of the Cochran Dam, and will provide access to a different segment of the river.

6. **Is another picnic table envisioned?**
   - Yes.
7. **A bike rack at the parking turnout?**
   - This is still under consideration. A bike rake may not be necessary, as the primary purpose of the area is for car top boat launching. There is a bike rack across the street at the Public Service Administration Building.
8. **What is the current condition of the launch, how is it accessed, is there parking?**
   - The current conditions make it difficult to launch a boat, although there is parking available for several cars. The link to the website for Charles River launches provides a description: http://charlesriverguide.com/2013/12/19/south-street/. Increased use of the launch without improvements would likely result in increased erosion and environmental degradation of the area. A properly designed and permitted launch will provide the recreational facility while protecting the associated resource areas.
9. **Who will do this design work?**
   - The design work will be procured through the normal Town process. It is expected that the design team will include a landscape architect and engineer having experience with riverfront and wetlands areas.
10. **What existing documentation of the launch and area is there? Has the area ever been surveyed?**
    - The launch is within a small trail system and is documented in the Trails Master Plan. A full survey has not been needed in the past, but there are GIS maps created through the Trails Master Plan.

TOWN OF NEEDHAM
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TO: Sam Bass Warner, CPC
Bob Boder, CPC
FROM: Kate Fitzpatrick
CC: Patty Carey, Ed Olsen, Tony Del Gaizo, Matt Varrell, Tad Staley
DATE: January 20, 2015
RE: CPC Application FY2015 -7/Rail Trail

Please find below answers to the preliminary list of questions about this application. The Rail Trail design plan documents are available on the Town's website) under the "hot topics" button.

1. **At this time do they have a better estimate of how much funding would be needed?**

   The project budget is as follows:

REMOVAL OF RAILS AND TIES	$50,000
RECLAIM INSTALLED (2,450 CY)	$61,315
STONE DUST INSTALLED (700 CY)	$18,520
FABRIC INSTALLED (8,600 LF)	$43,000
WOODEN RAILINGS INSTALLED (1,200 LF)	$66,000
STREET CROSSINGS	$25,000
EROSION CONTROL (1,000 LF)	$9,000
SUBTOTAL	$272,835
10% CONTINGENCY	$27,283
TOTAL	$300,118

   The Town has received a gift of private donations in the amount of $115,000 and is in the process of securing a construction reimbursement agreement from MassDOT for an additional $70,000. The project initially assumed a zero cost removal of rails and ties which is no longer a feasible assumption. In order to complete the project to the desired specification for its entire length, additional funding is likely to be necessary. The Bay Colony Rail Trail Association continues to fundraise, and is reserving $50,000 for screening and mitigation efforts that will not be the Town's responsibility. In addition, the Town is in the process of applying for a State grant for rail trail development. Given the state of the budget in the Commonwealth, such grants are possible but seem unlikely.

2. **When are they hoping to start construction?**

   The Town is currently procuring the removal of the rails and ties, which is scheduled to being in late winter/early spring. Procurement of the construction phase is dependent on the status of the availability of funding.

3. **When do they expect to open the trails to the public?**

   Once the rails and ties are removed, the trail will be navigable by pedestrians. Subject to funding, the constructed trail may be available in late fall 2015 or spring 2016.

4. **Where will the entrances be?**

   Access to the trail can be made from High Rock Street at the entrance to the Town Forest, at Charles River Street, at Fisher Street, and at Red Wing Bay.

5. **Where will there be parking?**

   No dedicated parking is planned for this phase of the project. Limited, seasonal parking is available at the Town Forest, along High Rock Street, at Walker Gordon Field, and at Red Wing Bay.

6. **How can pedestrians be accommodated as well as bikes?**

   The trail is planned as a shared use trail to accommodate both bikers and walkers. For this reason, the Town has determined that compromising on the width of the trail (designed at 10 feet) is not appropriate for the long term use and enjoyment of the investment. Signs will indicate that the trail is not to be used by motorized vehicles.

7. **What is the expected final cost?**

   See project cost above. The proposed budget does not include the $50,000 reserved by Bay Colony for private screening and mitigation.

8. **When might the contribution of the rail sale be known?**

   The Invitation for Bids will be available in late January for award in late February. The value of the rail will be incorporated in the contractor's bid for removal of both rail and ties. The Town assumes that the total cost of removal will be in the $50,000 range.

9. **Could we have more detailed information on the screening being installed for abutters.....how many, what types of screening, why these locations need more extensive protection?**

Discussions about screening have been held between representatives of Bay Colony Rail Trail Association and private abutters. BCRTA has allocated approximately $25 per linear foot of frontage, although it is likely that not all of the funds will be needed for that purpose. In some limited instances, privacy fencing will need to be installed on Rail Trail property due to the difference in elevation between the trail and the private property below. The properties that will require screening on Rail Trail property are the two between Fisher Street and Charles River Street, including Walker School. BCTRA estimates that there are 20 properties that abut the trail and have some exposure.