

MEDWAY COMMUNITY PRESERVATION COMMITTEE

155 Village Street
Medway, Massachusetts 02053

Mark Cerel, Chairman, Citizen-at-Large
David Kaeli, Vice Chairman, Citizen-at-Large
James Wieler, Citizen-at-Large
Ken McKay, Member Conservation Committee
Matthew Hayes, Member Planning and Economic Development Board
Gene Liscombe, Member Historical Commission
Paul Mahoney, Member Parks Commissioners
Alison Slack, Member Affordable Housing Committee
Tina Wright, Member, Open Space Committee
Ellen Hillery, Finance Committee Liaison

Approved: May 4, 2016

Meeting Minutes: April 11, 2016 Medway High School Library

Call to Order:

With a quorum being met, this meeting was called to order by Chairman Cerel at 7:44pm

Committee Members Present:

Chairman, Mark Cerel; Vice Chairman, Dave Kaeli; Members, Gene Liscombe, Alison Slack, Paul Mahoney, Jim Wieler, Tina Wright; Finance Committee Liaison, Ellen Hillery.

Guests Present:

Town Administrator, Michael Boynton, Board of Selectman Rich D'Innocenzo
Affordable Housing Trust Chairman, Anne Sherry, Affordable Housing Community Housing Specialist, Doug Havens
EFRAC Committee Members: Chairman Ross Rackliff, Member Rob Pearl

Discussions:

Choate Park, Medway Middle School, Oakland Playground Project:

Town Administrator Michael Boynton

Mr. Boynton informed all present that since the last CPC meeting the focus of this project has changed. The last meeting with CPC (March 28, 2016) left all involved with the feeling that there was a great need to slow the process down and include more people. The State grant that was the reason for starting this project is no longer the driving force, Mr. Boynton is working with the State to see if these funds can be used to pay for the necessary design work. The Board of Selectmen will pull back from requesting the entire amount and look for up to \$450,000 for designer services pending warrant article; prepared to go forward at Fall Town Meeting, May 9, 2016. The BOS has also agreed to have more people involved in the design of the project. Group meetings with the public will be held for the purpose of receiving the resident's input. It is hoped that this project will be ready for fall 2016 Town Meeting.

Ross Rackliff who is Chairman of EFRAC expressed interest in spearheading this project.

Choate Park, Medway Middle School, Oakland Playground Project: continued

Community Preservation Committee Members Concerns:

- Design needs to had a vision for the entire project – not just one area
- Would like to see a design presentation prior to picking design manager
- Would like to see a comprehensive RFP for design services put out to bid
 - RFP should include:
 - Clearly defined tasks
 - Nothing further than concept design and NO bid docs should be prepared
 - Responses should include only what is in RFP
- Need procedural outline for project
- Need one group to spearhead entire project
- Maintenance of facilities: need to included funds for maintenance in budget
- The best possible outcome is achievable only if local groups are included in all discussions.
 - Groups that should be included are – all residents,,
 - Friends of Choate Park, Camp Sunshine

The Committee Preservation Committee in theory agrees with this project but would like to see:

- Review all information before it goes out to bid
 - Reopen EFRAC who will:
 - Meet with CPC to discuss their dos and don'ts for this project
 - Meet with ConCom to discuss their dos and don'ts for this project
 - Meet with CPC once all information has been gathered and PRIOR to RFP going out
 - The CPC would also like:
 - More specific proposal which includes actual numbers
 - Bid Docs not to be prepared until approval from Town Administrator
 - Will vote funds for process up to conceptual drawings, only.
 - Summary of project process must be included
 - Projected sum \$300,000 to \$350,000 - design
- Topic will be revisited at the Community Preservation Meeting set for May 2, 2016.

Affordable Housing Trust – FY17 Financial Requests Ann Sherry and Doug Havens

- | | |
|--|-----------------|
| Administrative: | \$2,000 |
| Office supplies, mailings, workshops for housing Specialist and Board Members | |
| Community Housing Specialist: | \$20,000 |
| Salary of Housing Specialist – Doug Havens | |
| Potential Land Purchase: | \$5,000 |
| Cutler Street, property insurance, utilities and maintenance expenses | |
| Support Private Development: | \$93,000 |
| Contribute seed cash/land/technical support for project or newly proposed friendly 40B project | |
| Costs of hire consultant to write RFP | |
| Expenses to move forward | |
| Engineering Costs | |

Retain Existing Affordable Housing: \$100,000

Anticipated need to exercise right of first refusal on property currently in foreclosure.
Funds to be recuperated after sale of property.
Need funds to be readily available so as to not miss ability to purchase.

Projects:

Cutler Street:

Currently this building is owned by the Town and has been found to be structurally sound.
The Trust is considering purchase a small strip of land between the end of the building and the Cemetery.
This would give the Cutler Building some much needed parking. Costs at this time is undetermined. A separate funding vote is needed.
The Trust is looking to combine 2 projects which would give them greater odds in receiving State grant monies.
Estimated costs of this project: \$600,000. This would give the town 12 units all rentals which means they would count towards the State required 10% affordable units.

Woodside Property: \$124,900 and \$100,000

Currently there are 2 properties in some form of foreclosure. Costs incurred would be recouped after sale of unit. There could be some repair costs involved.

Community Preservation Committee Concerns:

By using only CPA funds, town would be free to go at own pace, save some money and
Affordable Housing would have full control over project.
Concerned about transferring funds without there being a specific reason on record for use
of these funds.
Willing to transfer funds for specific reasons only.

Motion:

A motion was made and unanimously passed to appropriate \$150,000 for The Affordable Housing Projects.
These funds will be held by the Town Accountant and only released for specific expenditures.

\$100,000 Retain affordable housing unit at Woodside
\$ 50,000 Cutler Street Redevelopment for Affordable Housing Units

Vote: Motion: Dave Kaeli Seconded: Jim Wieler Vote: 7-0-0

Approval of Meeting Minutes:

All minutes were approved as noted.
February 1, 2016
March 7, 2016
March 28, 2016

Motion: Dave Kaeli Seconded: Alison Slack Vote: 6-0-1
Jim Wieler Abstained – not in attendance

Adjournment:

With no further business before this Committee a motion was made and unanimously passed to adjourn at: 9:30pm.

Motion: Tina Wright Seconded: Dave Kaeli Vote: 7-0-0