

Community Preservation Committee Meeting Minutes
Town Hall – December 9, 2019
Sturbridge, MA

At 7:00 pm the Community Preservation Committee (CPC) Chair called the meeting to order. In attendance: Penny Dumas (PD), Ed Goodwin (EG), Kadion Phillips (KP), Dane LaBonte (DL), Ed Neal (EN), Barbara Search (BS), and Jeff Adams (JA). Absent: Kelly Emrich (KE).

Guests: Jeff Bridges (JB), Town Administrator: Robyn Chrabasz (RC), Facilities Coordinator.

PD welcomed DL (at large) and JA (Planning Board) to the CPC and thanked them for their willingness to serve on the committee. It was decided that JA would be allowed to vote because he was previously sworn in as a member of the Planning Board; DL would not be allowed to vote until he is sworn in by the Town Clerk.

Approval of Meeting Minutes

EG moved the motion to accept the September 9, 2019, meeting minutes as amended; KP seconds. Motion accepted 4-0-3 (EN, JA, and DL abstained).

EN moved the motion to accept the October 7, 2019, meeting minutes as written; BS seconds. Motion accepted 5-0-2 (JA and DL abstained).

Habitat for Humanity

PD explained that the Habitat for Humanity project was thought to have been included in the Annual Town Meeting Warrant in June 2019 but was omitted in error. She gave background information and read the article as proposed. EN moved the question and moved the motion to recommend to the Special Town Meeting that the Town vote to appropriate from the Community Preservation Fund – Housing fund balance – the sum of TWO HUNDRED ONE THOUSAND SEVEN HUNDRED FIFTY SIX AND 00/100 DOLLARS (\$201,756.00) for the purpose of purchasing a permanent affordable housing restriction on a single-family dwelling to be constructed and created on property located at 226 Cedar Street, and to authorize the Board of Selectmen to accept said affordable housing restriction on behalf of the Town on such terms and conditions as the Board of Selectmen deems appropriate; or take any action relative thereto; EG seconds. Motion accepted 6-0-1 (DL abstained).

The value of the house to be built, including land, was estimated to be approximately \$500,000.00. PD explained that there is community fundraising required by Habitat for Humanity.

Storm Windows: Center Office Building and Town Hall

RC requested that the CPC approve \$2,600.00 to move the project forward. BS moved the motion to recommend to Special Town Meeting that the Town approve \$2,600.00 of CPA historic funds to be used for the purpose of contributing more funds to the approved Center Office Building storm window project; EN seconds. Motion accepted 6-0-1 (DL abstained).

PD explained that the Center Office Building storm windows had been approved at the June 2019 Town Meeting, but with the hiring of a new of Town Administrator and new Facilities Coordinator, the project stalled. The vendor who supplied the quote is no longer installing storm windows. The difficulty of obtaining the three required quotes for the project was discussed.

RC recommended that storm windows be installed on Town Hall's side windows to reduce energy costs. She stated that the project will include thirty-two windows with screens for a total of \$17,600.00 and that this request will be for the June Annual Town Meeting. BS provided information on sprung bronze weatherstripping.

RC provided information on a proposed project at the library. She stated that the project has two parts: repairing broken wavy glass in historic windows on the front of the building – including reputtying and repainting the frames – and removing two windows in the back of entry room. The two windows will provide the glass for repairing the front windows. The back windows will be covered with a layer of drywall and shelving after the glass is removed. Weatherstripping is included in the project and the price estimate is \$35,850.00.

JBr informed the CPC that he has been in contact with the property owner of 53 Holland Road, the missing link for the trails. He is hoping to have a price available for the Special Town Meeting. PD asked that he give an update at the January CPC meeting.

KP moved the motion to adjourn; BS seconds. Motion accepted 6-0-1 (DL abstained) and meeting adjourned at 8:01 pm.

Next meeting January 6, 2020, at 7:00 pm.

/jme