

Community Preservation Committee Meeting Minutes
Town Hall – February 3, 2020
Sturbridge, MA

At 7:02 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), Jeff Adams (JA), and Barbara Search (BS). Absent: Ed Neal (EN) and Kelly Emrich (KE).

Guests: Bob Briere (BB); Tom Chamberland (TC), Trails Committee; Robyn Chrabascz (RC), Facilities Coordinator; Becky Gendreau (BG), Conservation Agent.

Approval of Meeting Minutes

JA moved the motion to accept the January 6, 2020, meeting minutes as written; EG seconds. Motion accepted 6-0-0.

North Cemetery/Old Burial Ground Proposal

BS moved the motion to see if the town will vote from Community Preservation Act (CPA) Historic funds the sum of \$9,500.00 for the purpose of North Cemetery and/or Old Burial Ground restoration work; EG seconds. Motion accepted 6-0-0.

BB explained the scope of the work done by Fanin-Lehner in previous years restoring gravestones at the Old Burial Ground and North Cemetery. He stated that each year Fanin-Lehner makes a list of the worst stones, seeks Town and Historical Society approval, then takes steps to conserve these stones. EG stated that North Cemetery and Old Burial Grounds are Town owned. PD stated that this is no longer a requirement for use of CPA funds.

Historic Artwork at Library

DL moved the motion to request a placeholder for the restoration of library historic portraits by William Willard; BS seconds. Motion accepted 6-0-0.

BS explained that there are two historical paintings needing repair in the library. William Willard, a Sturbridge artist, painted a portrait of Joshua Hyde's father and a portrait of a soldier. The Hyde portrait was taken down during the recent renovation and needs attention prior to rehanging. Options for repair were discussed; more information was requested, and a vote was planned for the next CPC meeting.

Town Hall Storm Windows

BS moved the motion to see if the town will vote from the CPA Historic funds the sum of \$17,600.00 for the purpose of purchasing and installing storm windows at Town Hall to preserve historic windows; KP seconds. Motion accepted 6-0-0.

PD reviewed the weatherstripping discussion from the January meeting. BS agreed with RC's assessment that the windows are tight and weatherstripping is not needed.

Trails Committee Proposal for CPA Funds

PD moved the motion to see if the town will vote from the CPA fund balance up to \$25,000.00 for the purpose of construction of recreational trails on the Riverlands CPA parcel; JA seconds. Motion accepted 6-0-0.

TC explained this proposal is for building flow trails in the Riverlands as part of a MassTrails matching grant. He added if the grant is not received, the funds will allow the trail construction to begin and further funds will be requested in the future. TC stated that flow trails are machine dug with slightly banked corners and are intended for one-way travel.

KP moved the motion to see if the town will vote from the CPA fund balance up to \$10,500.00 for the purpose of updating the Recreational Trails Master Plan; PD seconds. Motion accepted 6-0-0.

TC stated that the Recreation Trails Master Plan was completed in 2010 or 2011 and served well to get the trails started. He added that all the immediate goals and 90% of the midrange goals have been completed. JA asked when the plan was updated. TC stated that it hasn't been updated. He proposed working with Conway School in Northampton; he has met with the staff and feels that the post-graduate environmental engineering students working under their professors would be a good fit for the Town. He stated the funds would cover travel expenses; the project is part of the students' learning process. PD asked if the update will help with finding grants. TC said it would.

EG moved the motion to see if the town will vote from the CPA fund balance up to \$8,000.00 for the purpose of construction of recreational trails on the Leadmine Parcel and restoration of the Burgess Discovery Trail; JA seconds. Motion accepted 6-0-0.

TC proposed a ten-day Student Conservation Association (SCA) "hitch." He stated the Sand Hill Trail needs to be finished and the Mountain Laurel Trail has a wet area which needs rock set in. He added that the SCA crew could also work on the Burgess Discovery Trail.

JA moved the motion to see if the town will vote from the CPA fund balance up to \$4,500.00 for the purpose of signage, and materials and labor for trail construction on CPA purchased parcels; BS seconds. Motion accepted 6-0-0.

TC asked if the final two proposals could be combined into one; it was decided to keep them separate.

Conservation Commission Proposal – Boundary Demarcation of Long Pond – CPA Property

JA moved the motion to see if the town will vote from CPA Open Space funds up to \$4,070.00 for the purpose of property boundary delineation on CPA purchased Long Pond Parcel; KP seconds. Motion accepted 6-0-0.

BG stated that the property boundaries are not marked as required by the conservation restriction. PD added that the delineation and marking must be done – either with CPA funds or tax dollars.

Conservation Commission Building Removal Proposal – Leadmine and Heins

EG moved the motion to see if the town will vote from CPA fund balance up to \$164,890.00 for the purpose of outbuilding removal of the Leadmine Barn plus three outbuildings on the Leadmine parcel and the Heins Cabin; JA seconds. Motion accepted 6-0-0.

BG stated this is an ongoing project to remove dilapidated structures on conservation properties. She stated that all of the buildings have asbestos in the roofing material; removal must be done by an asbestos abatement company; additionally, the buildings are difficult to get to – removing material will most likely be accomplished by a pick-up truck with a trailer hauling to a dumpster in the parking lot.

BG said she is looking for creative ways to get the demolition done; however, the barn's roof is falling in, further complicating the asbestos removal. She added the barn is a liability and dangerous. BG said that the Leadmine outbuildings are on a very narrow, very steep trail. She stated this is the highest priority as they are on a marked trail and are a huge liability.

TC explained that access to these buildings is only possible because the trails exist. In prior years the bridges and trails did not exist. He added that the first Saturday in June is National Trails Day and a trail dedication ceremony and ribbon cutting will be held on the Arbutus Park Trail.

53 Holland Road

DL moved the motion to request a placeholder for 53 Holland Road; EG seconds. Motion accepted 6-0-0.

PD stated that the appraisal on the property has not come back, but the Town Administrator would like a placeholder. There was discussion of the need for the property and the possibility of taking it by eminent domain.

CPC Annual Report

EG moved the motion to accept the CPC Annual Report as amended; KP seconds. Motion accepted 6-0-0. PD stated that there are currently 178 Massachusetts communities in the CPA.

EG moved the motion to request Barbara Barry to pay Community Preservation Coalition dues of \$1,750 from the Administrative fund; BS seconds. Motion accepted 6-0-0.

Administrative Funds

EG moved the motion to see if the town will vote from the CPA fund balance the sum of \$20,000.00 for the purpose of Administrative funding; JA seconds. Motion accepted 6-0-0.

Community Needs Study

PD stated that letters have been sent to the Town's boards and committees as requested by the CPC. The letters included information on past projects, outstanding debt, and CPA summary balance.

DL moved the motion to adjourn; JA seconds. Motion accepted and meeting adjourned at 8:55 pm.

/jme

----- Forwarded message -----

From: **CJ Lammers** <clammers@esld.edu>

Date: Wed, Nov 13, 2019 at 5:17 PM

Subject: Re: potential trails project for Sturbridge

To: Thomas Chamberland <tchamberland301@gmail.com>

Hi Tom,

Sorry for the delay. I've been focused on getting the projects for 2020 wrapped up, before looking ahead to 2021.

Below is the start of a project description based on our phone call. Please feel free to edit/add/correct and return.

I found the Sturbridge Rec Master Trails Plan to be very similar to Conway student's work products. One notable exception is that Conway work uses a lot of maps to tell the story. And I think from our discussion, town-wide connectivity is a desired goal.

Some questions arose for me while reviewing the existing plan:

- > has someone done a report on the status of the implementation strategies? that's background that would be helpful to the student effort.
- > what has changed that the students will be able to address? In the (what will be) nine years between plan adoption and the student project, are there goals that have been addressed that could then be expanded upon?

thanks for your interest in working with us,
CJ

Sturbridge Rec Master Trails Plan Update

Timing: Winter 2021

Project Fee: \$10,000 plus approximately \$350 for student mileage reimbursements

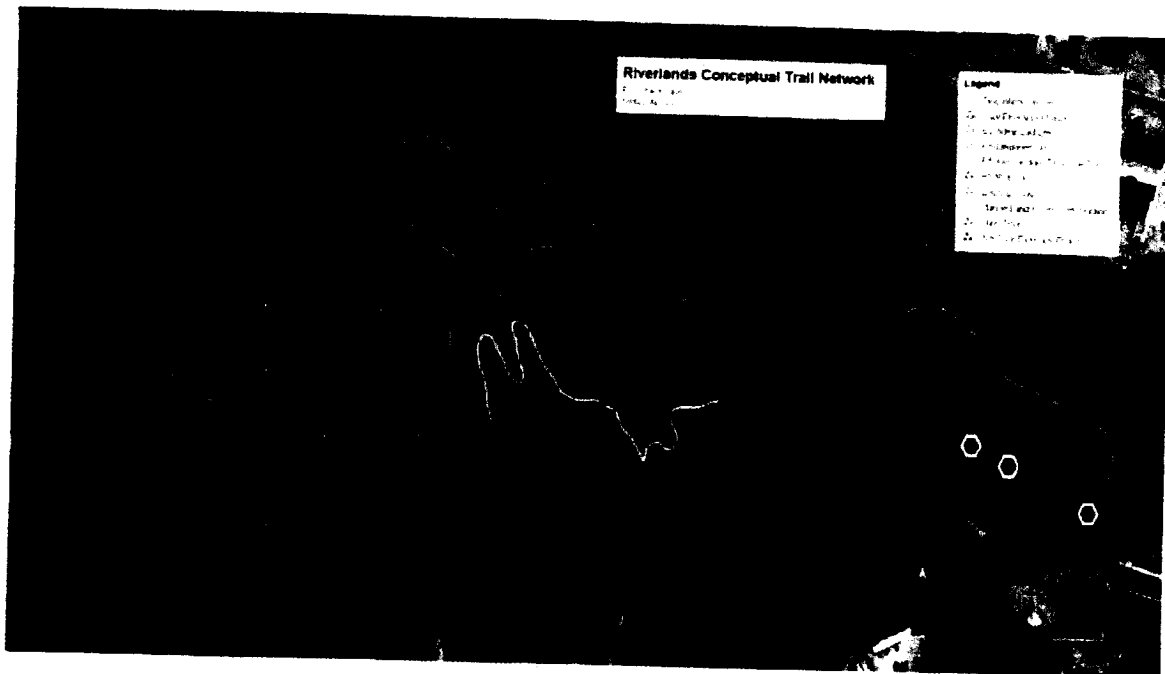
In 2012, the Sturbridge Rec Master Trails Plan Subcommittee coordinated the preparation of a trails master plan for the town. It is a comprehensive look at the trail system and includes dozens of resources needed for implementation. Of particular note are the objectives and strategies that describe specific steps to be taken to complete needed projects. The one important element that is lacking in the master plan is a map showing how the various town properties and trails are connected, either physically or ecologically.

The trails master plan update will take a more comprehensive approach to trails within the Town and adjacent to it. The update will look at the town-wide network and make recommendations for greater connectivity and will address the elements of climate change that may impact connected networks in the future. The network in the update will view a town-wide, connected transportation system as a necessary element of the community's infrastructure. It can connect

people to jobs who don't have cars and can reduce the community's overall carbon footprint. It can also address other environmentally-related concerns such as the section in the existing master plan on water quality.

A team of two or three Conway graduate students would prepare a plan for the trails network during the winter term (January, February, March) of 2021. This timing will allow the town to prepare some of the background information needed for a successful project. The student team will conduct two community meetings that will be coordinated, advertised, and hosted by the client.

Riverlands Alternative Phase 1 Construction Plan

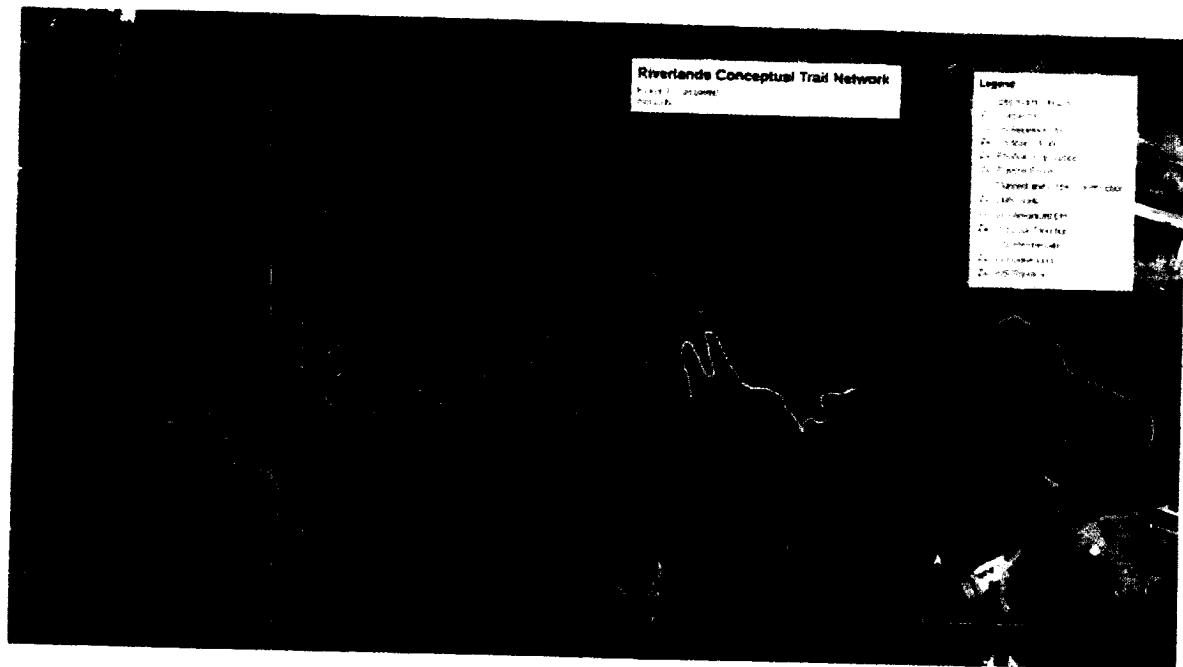


Alternative Phase 1 (See Map Above from Reference)

Trail Color	Length	Opinion of Probable Cost (Low)	Opinion of Probable Cost (High)
Purple- ES Main Climb	.9 miles	19396	24245
Green- ES Intermediate Flow Trail	.5	23524	28254
Turquoise -ES Beginner Downhill	.6	15855	19026
Red (Phase 1)	.1	2725	2725
Flagging of Trail Alignment and Final Cost Estimate (Phase 1 &2)		1,989	1,989
Total	2.1	62,897	75,647

Volunteer Construction Options

Volunteer - Phase 1
Red-Outer Loop (West side only)
Orange-Advanced (West Side)
Connections on top and bottom to connect with east side

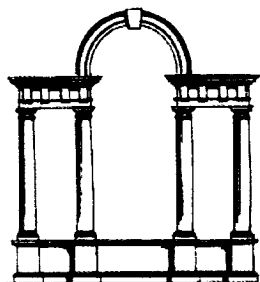


NORTH
CEMETERY
STURBRIDGE MA
MAY 17 2019

NORTH CEMETERY
STURBRIDGE MA

DEA. ELIAS HOLBROOK
d. Jan. 17, 1870

ELIAS
HOLBROOK
MAY 17 1870



FANNIN • LEHNER

PRESERVATION CONSULTANTS

NORTH CEMETERY

STURBRIDGE, MASSACHUSETTS

PROPOSAL TO PROVIDE GRAVESTONE/MONUMENT CONSERVATION SERVICES FOR FY 2021

February 2, 2020

INTRODUCTION

Fannin • Lehner is a firm with extensive experience in the field of Historic Preservation consulting. Established in 1984, Fannin • Lehner has served a variety of public and private clients in a wide range of services including National Register of Historic Places individual listings and districts, National Historic Landmark nominations, local historic districts, inventories/surveys of town or city historical and architectural cultural resources, environmental impact reports and a number of other historic preservation services.

***Fannin • Lehner has more than 30 years' experience in
gravestone/monument conservation***

Over thirty years ago, the firm developed a subspecialty in the field of Historic Burial Ground Conservation. Since that time Fannin • Lehner has served public and private cemeteries in the Southern, Midwestern and Eastern United States. In burial ground gravestone and monument conservation, the firm performs all types of conservation procedures including cleaning, resetting, adhesive repair, drilling and blind pinning, consolidation etc. The firm also specializes in tomb and mausoleum rebuilding and conservation.

In burial ground planning, the firm provides gravestone and monument condition assessment services as well as burial ground preservation and master plans.

In May 2018, Fannin Lehner Preservation Consultants received a Lifetime Achievement Preservation Award from the Massachusetts Historical Commission for outstanding commitment to the conservation of the historic cemeteries of the Commonwealth.

Personnel

Working from the Concord, Massachusetts office, Fannin • Lehner Preservation Consultants is under the direction of Minxie Jensvold Fannin, Managing Principal. James C. Fannin, Jr., Senior Associate, heads up the section focusing on burial ground conservation.

Minxie Jensvold Fannin, Managing Principal, will oversee the North Cemetery Gravestone/Monument Conservation Project and participate directly in the completion of the work. With an MA in American Studies, Ms. Fannin has broad experience in burial ground documentation, carver research, stone cleaning and preservation planning for historic burial grounds.

James C. Fannin, Jr. has received extensive training in stone conservation and has thirty years experience in the field. His understanding of the nature and properties of stone and construction techniques of the 17th, 18th, and 19th centuries for markers and monuments is important in the development of conservation plans and actual treatment of gravestones. James Fannin is an associate member of the American Institute for Conservation (AIC) and performs all documentation and conservation in accordance with the AIC Code of Ethics and Standards of Practice.

Fannin • Lehner Preservation Consultants also utilizes a trained crew to assist with conservation projects.

Examples of Similar Projects

Fannin • Lehner has performed gravestone/monument conservation projects for numerous burial grounds/cemeteries. The projects listed below are those in which the firm performed gravestone and monument conservation similar to that proposed for the North Cemetery. The condition assessment of North Cemetery, completed in 2015, provides the information for a carefully planned multi-phased program of gravestone/monument conservation.

- CAMBRIDGE MA: Gravestone/Monument Condition Assessment of the oldest cemetery in Cambridge, the Old Burying Ground, on Harvard Square, for the Cambridge Historical Commission (2002). Phases of conservation work followed; the third phase of conservation was completed 2011. The final phase of conservation was completed in 2016. Because of the heavy visitation and fragility of this burying ground, Fannin • Lehner Preservation Consultants now (2020) performs any needed conservation every year.
- HINGHAM MA: Gravestone/Monument Condition Assessment of Liberty Plain Cemetery completed in 2011. Initial phase of conservation began in October 2011, completed in 2012. A second phase of conservation was completed in 2015 and the third phase of conservation in 2017. A fourth phase is in progress in 2020.

THE NORTH CEMETERY GRAVESTONE/MONUMENT CONSERVATION PROJECT

Familiarity with the Project Site:

Fannin • Lehner Preservation Consultants is very familiar with the history, gravestones and monuments in the North Cemetery. This is the result of the extensive Gravestone/Monument Condition Assessment completed for the Town of Sturbridge (December 2015). Following the Assessment's recommendations, successive phases of conservation have taken place and are ongoing.

The general plan for the conservation effort was to start in the section most in need of gravestone/monument conservation. This is the area between the last entrance to North Cemetery along Maple Street and the northern border. Enough phases of work have now taken place that there is a notable improvement.

This older section of North Cemetery, which contains both trees and slopes, requires constant monitoring. Some of the stones are in urgent need of resetting. Some others have fallen and broken, both as a result of falling tree branches and shifting ground. The headstones and monuments to be conserved under this phase of conservation work will be selected in consultation with the Town of Sturbridge and the Sturbridge Historical Society.

Work Outline

Fannin • Lehner will carry out this phase of Gravestone/Monument Conservation during FY 2021 in the following manner:

1. Review of historical documents. Since Fannin • Lehner is very familiar with these documents and possesses copies of many of them, the document review will be only a brief refresher.
2. Secure a burial ground conservation permit from the Massachusetts Historical Commission.
3. Do an on-site review of North Cemetery to determine what gravestones/monuments need to be conserved in conjunction with the Town of Sturbridge and the Sturbridge Historical Society.
4. Take "Before" photos of all the selected gravestones or monuments.
5. Perform appropriate conservation procedures on the gravestones and monuments selected for the project. ***All photographs and conservation procedures shall be in accordance with the standards established by the American Institute for Conservation, the National Trust for Historic Preservation and the Massachusetts Historical Commission.***
6. A report of the conservation performed will be provided in a two-page form for each stone containing "before" and "after" photographs and a detailed description of the processes employed in the conservation. The condition assessment/treatment list will also be updated to reflect this phase of conservation. The original of this report will be presented to the Town of Sturbridge. A photocopy of the forms will be supplied to the Massachusetts Historical Commission as a report to satisfy the requirements of the Commission.

It should be noted that Sturbridge's Department of Public Works, which maintains North Cemetery, does an excellent job and is always responsive to any needs of the stone Conservator.

FANNIN • LEHNER

PRESERVATION CONSULTANTS

Fee

Professional Fee and all expenses for the above-described work: \$9,500

Respectfully submitted,

Minxie Jensvold Fannin

Minxie Jensvold Fannin
Managing Principal

Enclosures

Accepted: Name _____

Title _____

Date _____

**Sturbridge Conservation Department Long Pond Property Boundary Delineation
Request for Community Preservation Committee Funds
February 3, 2020**

The Sturbridge Conservation Department and Conservation Commission is requesting CPA funds to have the boundaries of the Long Pond property delineated and marked. This property was acquired with Community Preservation Act funds in 2014. The property has a Conservation Restriction held by Opacum Land Trust and is in the care and custody of the Sturbridge Conservation Commission.

Opacum Land Trust has the responsibility of monitoring the CR for any violations by the landowner or any other entities including potential encroachment of property boundaries by adjacent property owners. Opacum Land Trust has recently requested that the boundaries be demarcated to assist with their monitoring efforts.

Demarcating the boundaries is important for protecting the property from harm or destruction which could occur from adjacent property owners unintentionally encroaching on the conservation property. It also serves to protect and guide users of the property from unintentionally trespassing on private property. It can also be beneficial should someone get lost on the lands. Typically, the boundaries of these properties would have been demarcated upon acquisition and funds may have been allocated for these tasks.

We are requesting a total of \$4,070.00 to complete this task.

Proposal from Conservation Works: \$2,700 not to exceed \$3,200.

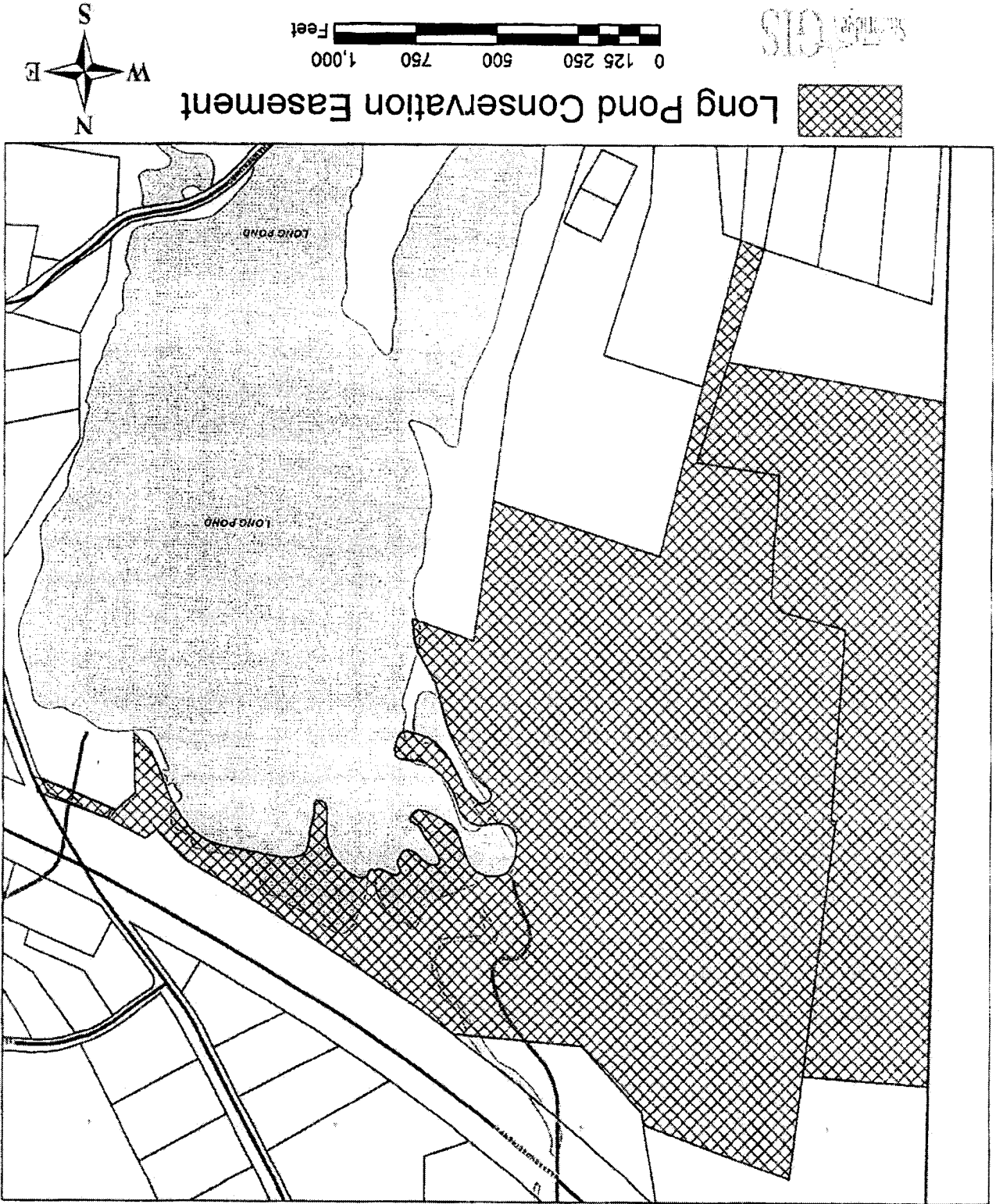
Rate of \$45/hour, plus \$20/hour for driving

Marking would include flagging the lines and erecting signs every approx. 100 feet and blazing and painting trees every 20-40 feet in a manner agreed upon.

Signage and paint: estimate \$500.00

Total Request: \$4,070.00 w/ 10% extra

Exhibit B
Long Pond Conservation Area
79.57 acres



Sturbridge Conservation Department Outbuilding Removal Project
Request for Community Preservation Committee Funds
February 3, 2020

The Sturbridge Conservation Department and Conservation Commission is requesting CPA funds to remove dilapidated structures from the Leadmine Mountain Conservation Area and the Heins' Farm. Both of these properties were purchased with Community Preservation Act funds and are in the care and custody of the Sturbridge Conservation Commission.

In 2018, the Conservation Department had Town Administrator requested that the Conservation Department identify and execute a plan to remove dilapidated buildings which have been deemed a safety risk to the public. We identified 6 structures on 3 properties (Leadmine, Heins and the Plimpton Community Forest).

Due to the age of the structures an asbestos inspection had to be performed. To date, each structure has been located and professionally inspected for asbestos. Each structure was found to have some level of asbestos which requires removal by a Mass DLS licensed asbestos abatement contractor.

In 2018, the Conservation Department had decided to pursue removal of the Plimpton structure due to its accessibility by equipment and because it is currently being utilized by people. CPA Funds (approx. \$8,500.00) were secured to remove the asbestos and structure. In April of 2019, the work was completed. DPW assisted with the work reducing the cost of the project. Total end cost was \$4,850.00

This January, I contacted two asbestos abatement companies to receive quotes for the remaining structures. Please note that the remaining structures are difficult to access with large equipment and will require additional time and effort to remove due to their locations and difficulty accessing them.

Leadmine Barn: This location (see attached trail map) contains a large barn/stall structure approx. 20 feet by 50-60 feet and a smaller structure approx. 20 by 20 feet. These structures are left behind from Camp Robinson Cruscoe and were supposed to be removed when the property was purchased. Both structures, or portions thereof, have collapsed. This location is not located along a marked trail. Access would be required along the Arbutus Park Trail. Due to the limitations on access a dumpster cannot be located near the structure. Material will have to be hauled by truck and trailer to a dumpster. See photos.

Leadmine Outbuildings: This location (see attached trail map) contains three structures, two sleeping cabins and an outhouse. These structures were also left behind from Camp Robinson Cruscoe. The two cabins are fairly identical in size at approx. 15-20 ft by 15-20 ft and the outhouse is approx. 5 ft by 10 ft. See attached photos. These structures are located along the Pogus Trail. This is a very narrow steep trail.

Hein's Cabin: This location (see attached trail map) contains one structure approx. 10 ft by 15-20 ft. This cabin is remnant from the Hein's Farm and is located along the Cabin Loop Trail. This structure has limited accessibility due to the trail widths. All materials will have to be hauled to the parking area on Leadmine Road for disposal. Removal will require the filing of a Request for Determination of Applicability with the Sturbridge Conservation Commission. This structure has been boarded up in the past and is partially accessible. Evidence of some historic use is seen within the structure. See attached photos.

Costs:

Property	Project Element	Cost
Leadmine Barn	Asbestos Removal	\$36,380.00
	Demolition	\$34,000.00
	10% extra	\$7,038.00
	Total Cost:	\$77,418
Leadmine Outbuildings	Asbestos Removal	\$14,215.00
	Demolition	\$12,200.00
	10% extra	\$2,641.50
	Total Cost:	\$29,056.50
Hein's Cabin	Asbestos Removal	\$27,905.00
	Demolition	\$25,200.00
	10% extra	\$5,310.50
	Total Cost:	\$58,415.50
Total Project Cost:		\$164,890

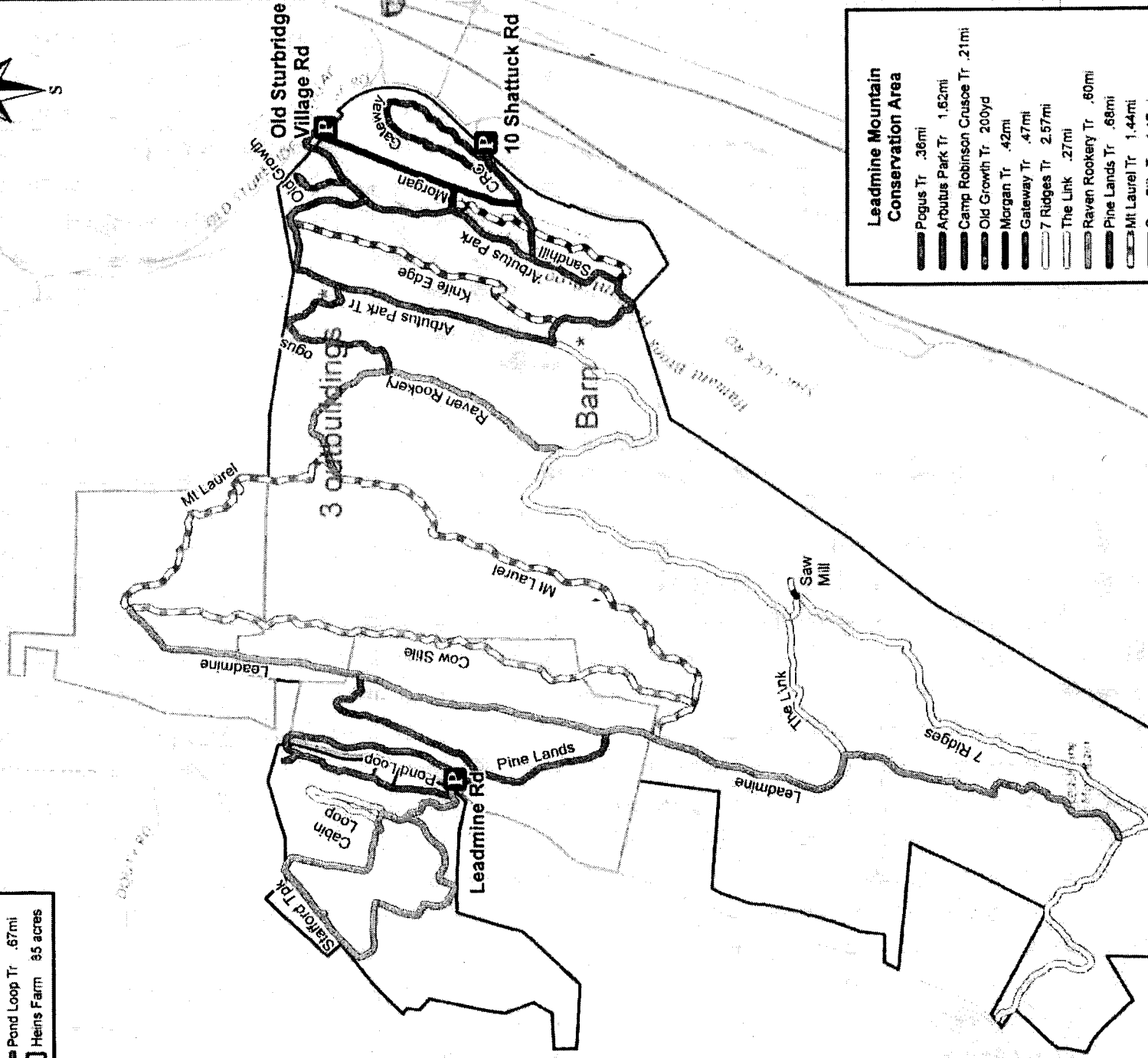
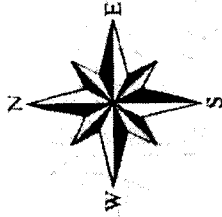
Please note that the DPW may be able to assist with some demolition assisting with reducing the demolition costs. Limited tree removal will be required around the structures and may also be accomplished by the DPW or volunteers of the Trails Committee. This will be dependent upon their availability to do so. Please also note that our top building demolition quote received (shown in table) does include required visual surveys by a licensed industrial hygienist.

On January 21, 2020, the Sturbridge Conservation Commission voted in support of the removal of the structures. Due to the anticipated cost to remove all of the remaining structures the SCC discussed prioritizing the "Leadmine Outbuildings" due to the safety concerns associated with their current condition (see photos). As you can see in the photo, the structure is open and presents a hazard for anyone who may enter.

Coordination and approval from the Conservation Restriction holders will be received in advance of said work. The Hein's CR is held by Opacum Land Trust and the Leadmine CR is held by the Ma Department of Fish and Wildlife.

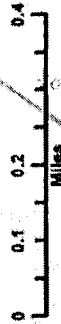
**Heins Farm
Conservation Area**

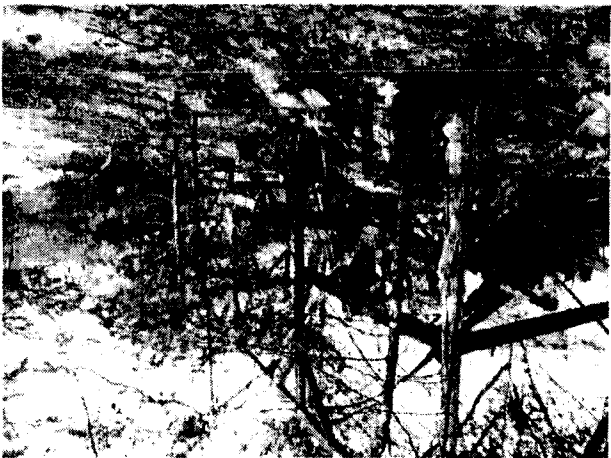
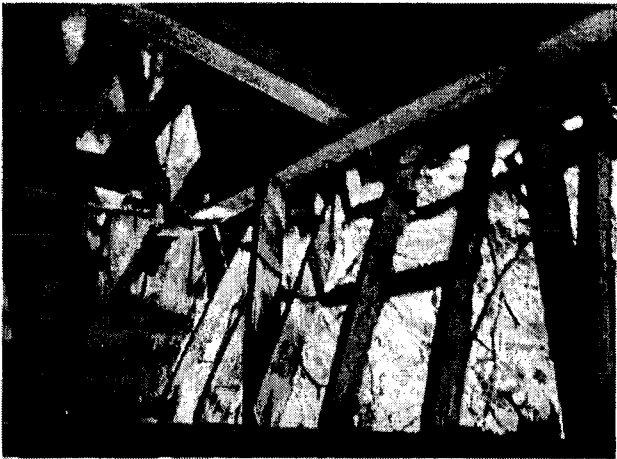
- Stafford Tpk Tr 1.12mi
- Cabin Loop Tr .27mi
- Pond Loop Tr .67mi
- Heins Farm 95 acres



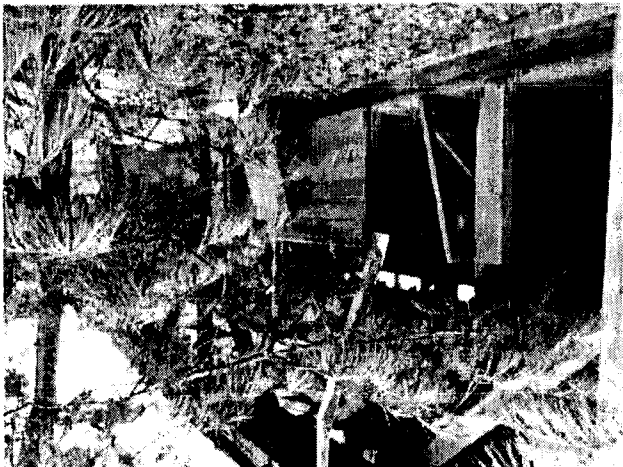
**Leadmine Mountain
Conservation Area**

- Pogus Tr .36mi
- Arbutus Park Tr 1.62mi
- Camp Robinson Crusoe Tr .21mi
- Old Growth Tr 200yd
- Morgan Tr .42mi
- Gateway Tr .47mi
- 7 Ridges Tr 2.57mi
- The Link .27mi
- Raven Rookery Tr .60mi
- Pine Lands Tr .68mi
- Mt Laurel Tr 1.44mi
- Cow Stile Tr 1.17mi
- Sandhill Tr .37mi
- Knife Edge Tr .54mi
- Saw Mill Tr 57yd
- Leadmine Tr 1.92mi
- Leadmine Mt 994 acres
- 127A Station Hill Rd
- 197 Leadmine Rd
- 10 Shattuck Rd

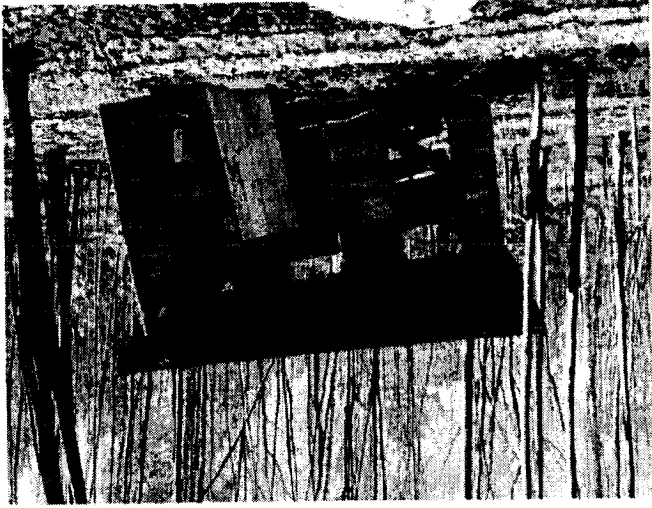
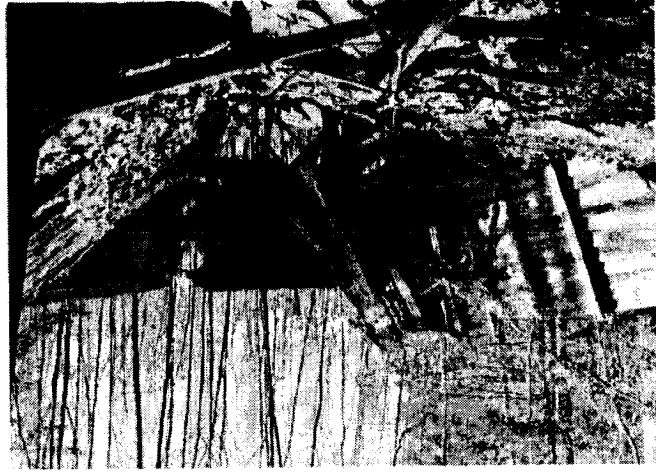


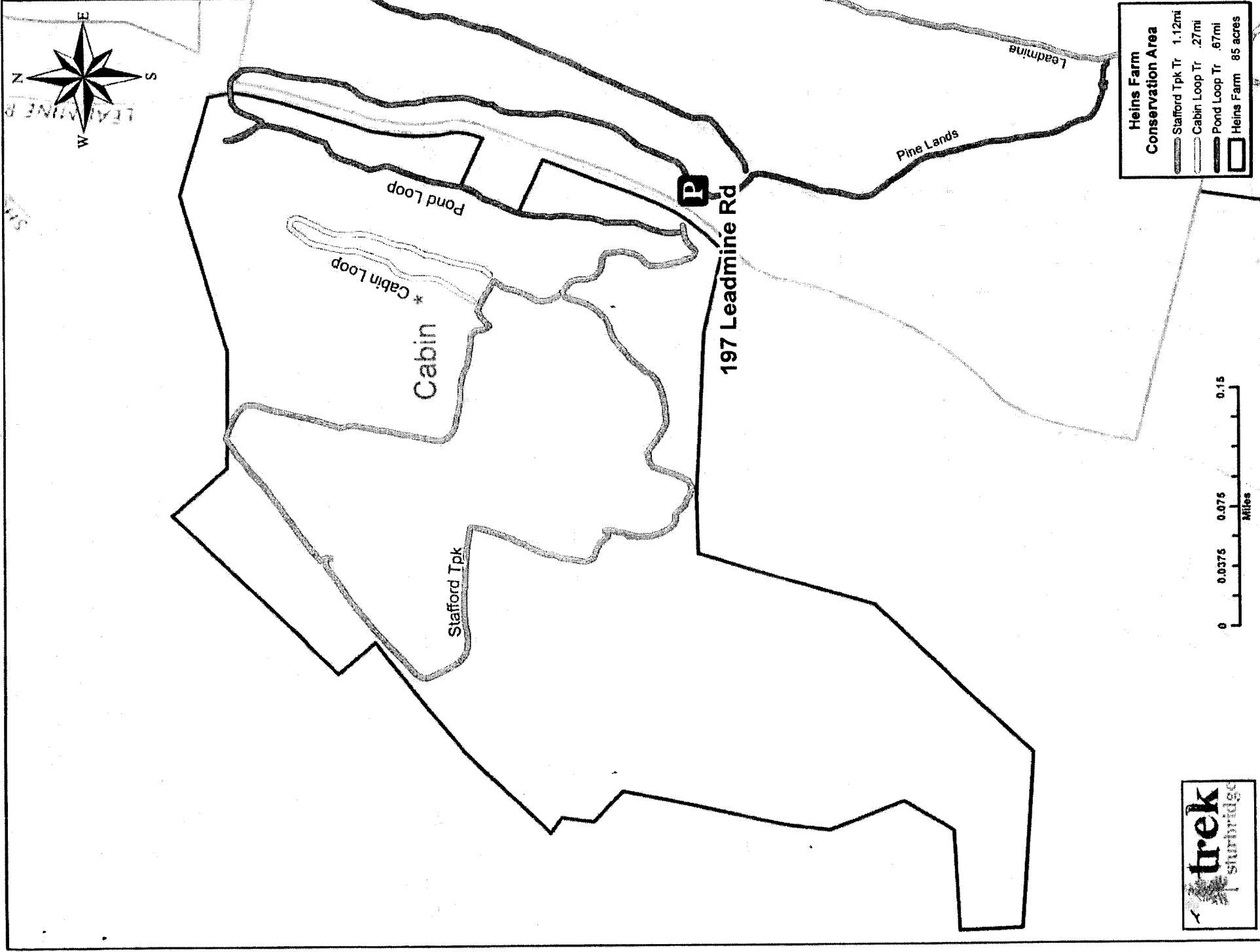


Leadmine Barn



Leadmine Outbuildings







Hein's Cabin

COMMUNITY PRESERVATION COMMITTEE 2019 ANNUAL REPORT

What is the Community Preservation ACT (CPA) (M.G.L. Chapter 44B)?

- Dedicated funding for: Open Space, Historic, Affordable Housing, Recreation
- State revenue is collected from every real estate deed transfer in Massachusetts
- Local CPA funds are matched by the state revenues

How has the State contributed to Sturbridge's CPA fund?

- Since 2002, Sturbridge has received \$3,888,094.00 from the State
- In 2019, Sturbridge received \$218,042.00 from the State (**a 44% match**)

The Community Preservation Coalition hosts the website www.communitypreservation.org, which offers valuable information regarding the CPA.

The Community Preservation Committee (CPC) presented the following articles to the voters at the June 3, 2019 Annual Town Meeting.

- Administrative Funds - \$22,000 -- Undesignated Fund Balance (passed)
- FY20 Debt Payments - \$262,932 -- Undesignated Fund Balance (passed)
- Gravestone Restoration - \$9,500 -- Historic Fund Balance (passed)
- Comprehensive Housing Study - \$22,500 -- Housing Fund Balance (passed)
- Riverland Development and General Trail Improvement - \$30,350 -- Undesignated Fund Balance (passed)
- Town Cemetery Signs - \$1,000 -- Historic Fund Balance (passed)
- Grand Trunk Trail Central Section Feasibility Design Study - \$16,650 -- Open Space Fund Balance (passed)
- OSV Easement Costs for Grand Trunk Trail Easement - \$5,000 -- Open Space Fund Balance (passed)

The CPC began planning for their next Community Needs Study, which will take place after the winter season. The Chair will send information to various Boards and Committees, to include them early in the process. All residents are encouraged to attend the public hearing and share their ideas for use of CPA funds.

The CPC welcomed two new member to the Committee. Jeff Adams, the Planning Board representative and Dane Labonte, a member-at-large. We also welcomed Joanne Everson, who serves the role as CPC Clerk.

We sadly accepted Heather Hart's resignation, as she moved away. We thank Heather for the many years she served on the CPC, always paying close attention to the details, with a positive approach. Heather would often bring her home baked cookies, to the delight of all those in attendance. We will miss Heather and wish her well in her new community.

CPA projects and proposals can come from interested citizens, land owners, various committees and Town boards. Any proposal submitted to the CPC is given full recognition and is studied carefully. Proposals accepted by the CPC are brought forward to the Board of Selectmen, the Finance Committee and ultimately the Town Meeting voters. The CPC encourages all to attend our meetings, which are posted on the Town website.

Respectfully Submitted, Penny Dumas; Chair, Ed Goodwin; Vice Chair, Kelly Emrich, Kadion Philips, Barbara Search, Ed Neal, Jeff Adams and Dane LaBonte

Historic

	<u>Total Amount</u>	<u>Approved</u>
Old Burial Ground	\$18,600.00	4/28/03
Proprietor's Book	\$2,000.00	4/26/04
Digitize Records (1738-1865)	\$40,000.00	12/14/04
Historic District Signs	\$3,900.00	12/14/04
Old Burial Ground	\$12,420.00	4/25/05
Interpretive Signs	\$5,000.00	4/25/05
Digitize Records (1866-1945)	\$40,000.00	4/24/06
Senior Center Doors (<i>not on CPC website</i>)	\$8,000.00	4/24/06
Town Hall/Center School	\$952,000.00	4/30/07
Town Hall/Center School	\$545,798.00	2/24/09
Historic Interpretive Signs	\$6,000.00	4/27/09
Slate Roof Town Hall	\$107,783.00	10/19/09
Memorial Conference Rooms	\$3,050.00	6/6/11
Tillyer Papers	\$10,000.00	6/6/11
North Cemetery	\$8,700.00	6/3/13
North Cemetery	\$9,000.00	6/2/14
Old Burial Ground	\$9,800.00	6/2/14
Old Burial Ground	\$9,400.00	6/1/15
Town Records Restoration	\$25,000.00	6/1/15
Town Records Restoration	\$25,000.00	6/6/16
North Cemetery	\$9,500.00	6/6/16
Historic Resource Survey	\$20,000.00	6/6/16
North Cemetery	\$9,500.00	6/5/17
Historic Resource Survey	\$10,000.00	6/5/17
Historic Cemetery Restoration	\$9,500.00	6/4/18
Window Weatherization COB	\$15,000.00	6/4/18
North Cemetery and Old Burial Ground	\$9,500.00	6/3/19
Signs for North Cemetery and Old Burial Ground	\$1,000.00	6/3/19
Total Amount Funded with CPA Funds	\$1,925,451.00	

Open Space

	<u>Total Amount</u>	<u>Approved</u>
Property Appraisals	\$9,000.00	4/26/04
Long Pond Parcel (<i>not on CPC website</i>)	\$90,000.00	4/26/04
Property Appraisals	\$10,000.00	12/14/04
Shepard Parcel	\$212,000.00	12/14/04
Heins Farm	\$800,000.00	12/6/05
OSV/Camp Robinson	\$1,350,000.00	4/24/06
Property Appraisals	\$15,000.00	4/24/06
Riverlands	\$860,000.00	9/26/07
Long Pond Land Taking Damage Award	\$244,060.00	1/28/08
Bridge Construction (Camp Robinson Crusoe)	\$20,000.00	4/28/08
Conservation Restrictions	\$10,200.00	6/3/13
Rehabilitate Riverlands	\$28,060.00	6/3/13
Acquisition of Plimpton Forest	\$693,000.00	6/1/15
Conservation Restrictions	\$40,000.00	6/1/15
Open Space/Trails	\$30,000.00	6/4/18
Old Sturbridge Village Easement Costs	\$5,000.00	6/3/19

Grand Trunk Trail Feasibility Design Study*	\$16,650.00	6/3/19
Total Amount Funded with CPA Funds	\$4,432,970.00	

*amount to be reduced to \$5,650.00 if grant rec'd

Recreation	<u>Total Amount</u>	<u>Approved</u>
Playground Equipment	\$66,000.00	4/28/08
Recreation Field Design	\$72,711.00	4/27/09
Trails Master Plan	\$50,000.00	4/26/10
Trails on CPA Land	\$34,933.50	4/26/10
Trail Development	\$10,000.00	6/6/11
LED Light Fixtures (Riverlands)	\$800.00	6/1/15
Trail Assessment Software	\$1,000.00	6/1/15
Trail Development Work	\$20,000.00	6/6/16
Recreation Court Borrowing	\$295,126.00	6/5/17
Riverlands & General Trail Improvement	\$30,350.00	6/3/19
Total Amount Funded with CPA Funds	\$580,920.50	

Affordable Housing	<u>Total Amount</u>	<u>Approved</u>
Habitat for Humanity	\$125,000.00	4/30/07
Affordable Housing Action Plan	\$25,000.00	4/30/07
Affordable Housing Consultant	\$25,000.00	2/24/09
Comprehensive Housing Study	\$22,500.00	6/3/19
Total Amount Funded with CPA Funds	\$197,500.00	

Outstanding CPA Debt Table

Project	Original Debt Issued	Refinance Date	Maturity Date
OSV Land Acquisition	6/15/2006	12/22/2015	7/15/2025
Heins Farm Acquisition	6/15/2006	12/22/2015	7/15/2025
Town Hall/Center Office Renovations	8/1/2009	12/8/2017	11/15/2029
Recreational Courts (Cedar St Rec)	12/8/2017		11/15/2032

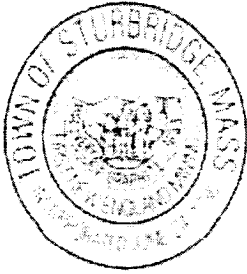
STURBRIDGE CPA FUND BALANCE TABLE (as of June 2019)
(Figures provided by Sturbridge Finance Department)

Community Preservation Fund Balances	Undesignated Fund Balance	Open Space	Historic Resources	Community Housing	Total All Funds
Estimated Fund Balance after FY19 ATM	\$1,081,450.41	\$218,489.16	\$183,236.14	\$841,895.31	\$2,325,071.02
FY20 Proposed Warrant Articles:					
Administrative Fund	\$22,000.00				\$22,000.00
FY20 Debt Payments	\$262,932.00				\$262,932.00
Gravestone Restoration			\$9,500.00		\$9,500.00
Comprehensive Housing Study				\$22,500.00	\$22,500.00
Riverland Development and General Trail Improvement	\$30,350.00				\$30,350.00
Town Cemetery Signs			\$1,000.00		\$1,000.00
Grand Trunk Trail Central Section Feasibility Design Study		\$16,650.00			\$16,650.00
OSV Easement Costs for Grand Truck Trail Easement		\$5,000.00			\$5,000.00
Estimated Fund Balance after FY19 ATM	\$766,168.41	\$196,839.16	\$172,736.14	\$819,395.31	\$1,955,139.02

Thank you to Barbara Barry, Finance Director, for being instrumental in preparing this report to the Finance Committee.

Respectfully Submitted,

Penny Dumas, Chair Community Preservation Committee



Town of Sturbridge

Community Preservation Committee

January 25, 2020

Ms. Barbara Search
Sturbridge Town Hall
308 Main Street
Sturbridge, MA 01566

Dear Ms. Search,

I write today, under the direction of the Community Preservation Committee (CPC), to invite you to share ideas and participate in dialog, regarding the needs of Sturbridge, as they relate to the Community Preservation Act (CPA).

The CPA recommends the CPC study the needs of our town regarding community preservation, including the consideration of regional projects for community preservation. To conduct our next study, we begin by consulting with certain municipal boards, including the Historic Commission. As part of our study, the CPC will hold a public informational hearing on the needs, possibilities and resources of the city or town regarding community preservation possibilities and resources.

We plan to hold our public hearing early in 2020. Once we set a date for this hearing, we will notify you and hope you will consider having a representative attend, to share project ideas related to CPA funding. Should you not be available to attend, I ask that you send along your comments in writing, as these will be entered into the dialogue.

Enclosed you will find our CPA project list, as well as the CPA project outstanding debt list, as well as our CPC Fund Balance table.

The CPC appreciates your time and efforts, as we look forward to any ideas you may share, relating to CPA projects.

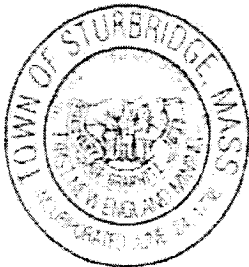
Best Regards,

A handwritten signature in black ink, reading "Penny Dumas".

Penny Dumas
Community Preservation Committee

"The Town of Sturbridge is an Equal Opportunity Organization"

308 Main Street
Sturbridge, MA 01566
508-347-2508 Phone
508-347-8243 Fax



Town of Sturbridge

Community Preservation Committee

January 25, 2020

Ms. Rebecca Gendreau
Mr. Edward Goodwin
Center Office Building
301 Main Street - First Floor
Sturbridge, MA 01566

Dear Ms. Gendreau and Mr. Goodwin,

I write today, under the direction of the Community Preservation Committee (CPC), to invite you to share ideas and participate in dialog, regarding the needs of Sturbridge, as they relate to the Community Preservation Act (CPA).

The CPA recommends the CPC study the needs of our town regarding community preservation, including the consideration of regional projects for community preservation. To conduct our next study, we begin by consulting with certain municipal boards, including the Conservation Commission. As part of our study, the CPC will hold a public informational hearing on the needs, possibilities and resources of the city or town regarding community preservation possibilities and resources.

We plan to hold our public hearing early in 2020. Once we set a date for this hearing, we will notify you and hope you will consider having a representative attend, to share project ideas related to CPA funding. Should you not be available to attend, I ask that you send along your comments in writing, as these will be entered into the dialogue.

Enclosed you will find our CPA project list, as well as the CPA project outstanding debt list, as well as our CPC Fund Balance table.

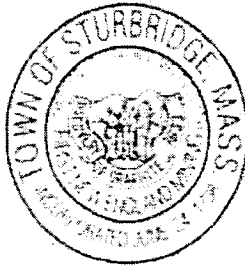
The CPC appreciates your time and efforts, as we look forward to any ideas you may share, relating to CPA projects.

Best Regards,

Penny Dumas
Community Preservation Committee

"The Town of Sturbridge is an Equal Opportunity Organization"

308 Main Street
Sturbridge, MA 01566
508-347-2508 Phone
508-347-8243 Fax



Town of Sturbridge

Community Preservation Committee

January 25, 2020

Ms. Annie Roscioli
Ms. Volpe
Town Hall
308 Main Street
Sturbridge, MA 01566

Dear Ms. Volpe and Ms. Roscioli,

I write today, under the direction of the Community Preservation Committee (CPC), to invite you to share ideas and participate in dialog, regarding the needs of Sturbridge, as they relate to the Community Preservation Act (CPA).

The CPA recommends the CPC study the needs of our town regarding community preservation, including the consideration of regional projects for community preservation. To conduct our next study, we begin by consulting with certain municipal boards, including the Recreation Committee. As part of our study, the CPC will hold a public informational hearing on the needs, possibilities and resources of the city or town regarding community preservation possibilities and resources.

We plan to hold our public hearing early in 2020. Once we set a date for this hearing, we will notify you and hope you will consider having a representative attend, to share project ideas related to CPA funding. Should you not be available to attend, I ask that you send along your comments in writing, as these will be entered into the dialogue.

Enclosed you will find our CPA project list, as well as the CPA project outstanding debt list, as well as our CPC Fund Balance table.

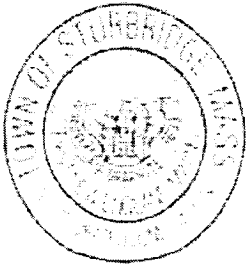
The CPC appreciates your time and efforts, as we look forward to any ideas you may share, relating to CPA projects.

Best Regards,

Penny Dumas
Community Preservation Committee

"The Town of Sturbridge is an Equal Opportunity Organization"

308 Main Street
Sturbridge, MA 01566
508-347-2508 Phone
508-347-8243 Fax



Town of Sturbridge

Community Preservation Committee

January 25, 2020

Mr. Jeff Bridges
Ms. Mary Blanchard
Sturbridge Town Hall
308 Main Street
Sturbridge, MA 01566

Dear Mr. Bridges and Ms. Blanchard,

I write today, under the direction of the Community Preservation Committee (CPC), to invite you to share ideas and participate in dialog, regarding the needs of Sturbridge, as they relate to the Community Preservation Act (CPA).

The CPA recommends the CPC study the needs of our town regarding community preservation, including the consideration of regional projects for community preservation. To conduct our next study, we begin by consulting with certain municipal boards, including the Board of Selectmen. As part of our study, the CPC will hold a public informational hearing on the needs, possibilities and resources of the city or town regarding community preservation possibilities and resources.

We plan to hold our public hearing early in 2020. Once we set a date for this hearing, we will notify you and hope you will consider having a representative attend, to share project ideas related to CPA funding. Should you not be available to attend, I ask that you send along your comments in writing, as these will be entered into the dialogue.

Enclosed you will find our CPA project list, as well as the CPA project outstanding debt list, as well as our CPC Fund Balance table.

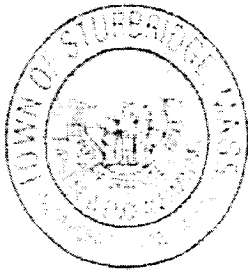
The CPC appreciates your time and efforts, as we look forward to any ideas you may share, relating to CPA projects.

Best Regards,

Penny Dumas
Community Preservation Committee

"The Town of Sturbridge is an Equal Opportunity Organization"

308 Main Street
Sturbridge, MA 01566
508-347-2505 Phone
508-347-8243 Fax



Town of Sturbridge

Community Preservation Committee

January 25, 2020

Mr. Brandon Goodwin
Sturbridge Town Hall
308 Main Street
Sturbridge, MA 01566

Dear Mr. Goodwin,

I write today, under the direction of the Community Preservation Committee (CPC), to invite you to share ideas and participate in dialog, regarding the needs of Sturbridge, as they relate to the Community Preservation Act (CPA).

- The CPA recommends the CPC study the needs of our town regarding community preservation, including the consideration of regional projects for community preservation. To conduct our next study, we begin by consulting with certain municipal boards, including the Trails Committee. As part of our study, the CPC will hold a public informational hearing on the needs, possibilities and resources of the city or town regarding community preservation possibilities and resources.

We plan to hold our public hearing early in 2020. Once we set a date for this hearing, we will notify you and hope you will consider having a representative attend, to share project ideas related to CPA funding. Should you not be available to attend, I ask that you send along your comments in writing, as these will be entered into the dialogue.

Enclosed you will find our CPA project list, as well as the CPA project outstanding debt list, as well as our CPC Fund Balance table.

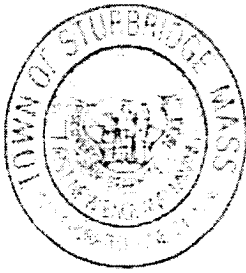
The CPC appreciates your time and efforts, as we look forward to any ideas you may share, relating to CPA projects.

Best Regards,

Penny Dumas
Community Preservation Committee

"The Town of Sturbridge is an Equal Opportunity Organization"

308 Main Street
Sturbridge, MA 01566
508-347-2608 Phone
508-347-8243 Fax



Town of Sturbridge

Community Preservation Committee

January 25, 2020

Mr. Edmond Neal
Sturbridge Town Hall
308 Main Street
Sturbridge, MA 01566

Dear Mr. Neal,

I write today, under the direction of the Community Preservation Committee (CPC), to invite you to share ideas and participate in dialog, regarding the needs of Sturbridge, as they relate to the Community Preservation Act (CPA).

The CPA recommends the CPC study the needs of our town regarding community preservation, including the consideration of regional projects for community preservation. To conduct our next study, we begin by consulting with certain municipal boards, including the Housing Partnership. As part of our study, the CPC will hold a public informational hearing on the needs, possibilities and resources of the city or town regarding community preservation possibilities and resources.

We plan to hold our public hearing early in 2020. Once we set a date for this hearing, we will notify you and hope you will consider having a representative attend, to share project ideas related to CPA funding. Should you not be available to attend, I ask that you send along your comments in writing, as these will be entered into the dialogue.

Enclosed you will find our CPA project list, as well as the CPA project outstanding debt list, as well as our CPC Fund Balance table.

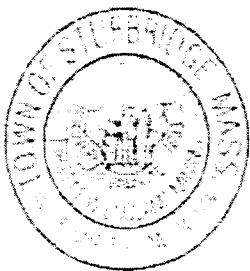
The CPC appreciates your time and efforts, as we look forward to any ideas you may share, relating to CPA projects.

Best Regards,

Penny Dumas
Community Preservation Committee

"The Town of Sturbridge is an Equal Opportunity Organization"

308 Main Street
Sturbridge, MA 01566
508-347-2508 Phone
508-347-8243 Fax



Town of Sturbridge

Community Preservation Committee

January 25, 2020

Ms. Carol Goodwin
Sturbridge Town Hall
308 Main Street
Sturbridge, MA 01566

Dear Ms. Goodwin,

I write today, under the direction of the Community Preservation Committee (CPC), to invite you to share ideas and participate in dialog, regarding the needs of Sturbridge, as they relate to the Community Preservation Act (CPA).

The CPA recommends the CPC study the needs of our town regarding community preservation, including the consideration of regional projects for community preservation. To conduct our next study, we begin by consulting with certain municipal boards, including the Open Space Committee. As part of our study, the CPC will hold a public informational hearing on the needs, possibilities and resources of the city or town regarding community preservation possibilities and resources.

We plan to hold our public hearing early in 2020. Once we set a date for this hearing, we will notify you and hope you will consider having a representative attend, to share project ideas related to CPA funding. Should you not be available to attend, I ask that you send along your comments in writing, as these will be entered into the dialogue.

Enclosed you will find our CPA project list, as well as the CPA project outstanding debt list, as well as our CPC Fund Balance table.

The CPC appreciates your time and efforts, as we look forward to any ideas you may share, relating to CPA projects.

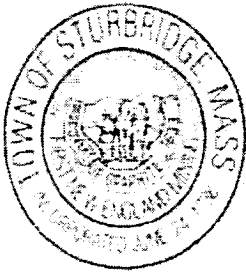
Best Regards,

A handwritten signature in cursive script that reads "Penny Dumas".

Penny Dumas
Community Preservation Committee

"The Town of Sturbridge is an Equal Opportunity Organization"

308 Main Street
Sturbridge, MA 01566
508-347-2578 Phone
508-347-8243 Fax



Town of Sturbridge

Community Preservation Committee

January 25, 2020

Ms. Jean Bubon
Mr. Charles Blanchard
Center Office Building
301 Main Street - First Floor
Sturbridge, MA 01566

Dear Ms. Bubon and Mr. Blanchard,

I write today, under the direction of the Community Preservation Committee (CPC), to invite you to share ideas and participate in dialog, regarding the needs of Sturbridge, as they relate to the Community Preservation Act (CPA).

The CPA recommends the CPC study the needs of our town regarding community preservation, including the consideration of regional projects for community preservation. To conduct our next study, we begin by consulting with certain municipal boards, including the Planning Board. As part of our study, the CPC will hold a public informational hearing on the needs, possibilities and resources of the city or town regarding community preservation possibilities and resources.

We plan to hold our public hearing early in 2020. Once we set a date for this hearing, we will notify you and hope you will consider having a representative attend, to share project ideas related to CPA funding. Should you not be available to attend, I ask that you send along your comments in writing, as these will be entered into the dialogue.

Enclosed you will find our CPA project list, as well as the CPA project outstanding debt list, as well as our CPC Fund Balance table.

The CPC appreciates your time and efforts, as we look forward to any ideas you may share, relating to CPA projects.

Best Regards,

Penny Dumas
Community Preservation Committee

"The Town of Sturbridge is an Equal Opportunity Organization"

308 Main Street
Sturbridge, MA 01566
508-347-2508 Phone
508-347-8243 Fax