

MINUTES OF MEETING COMMUNITY
PRESERVATION COMMITTEE

February 27, 2023

Location: Online Meeting

The Community Preservation Committee (the “CPC” or the “Committee”) convened a regular meeting, duly noticed, on Monday, February 27, 2023, at 7 p.m. via the videoconferencing platform Zoom. CPC members present were Steve Ober, Chair; Nathalie Thompson; Steve Wagner; Marcy Dorna; Neil Levitt, Barry Tubman, and Nina Danforth; CPC members Leslie Glynn and Glenn Butcher were absent. Also in attendance were Finance Committee member Bharath Venkataraman, Recreation Director Christopher Fitzgerald, Recreation Master Plan Steering Committee Chair Melissa Crocker, Patrick Maguire of Activitas Inc., Weston Media Center Videographer Alanna Muldoon, and CPC Administrator Cheri Amour Mahan.

Steve Ober read a statement explaining the need for a meeting conducted by remote participation in light of the emergency orders issued by Governor Baker in response to the COVID-19 global pandemic, noted that the meeting was being recorded, and invited public comment.

Public Comment

None

Application for FY24 Town Meeting:

Pickleball and Tennis Courts

Christopher Fitzgerald explained that the pickleball and tennis court application will be presented as two separate projects for upcoming Town Meeting. Mr. Fitzgerald explained that they had decided to present these items as two separate projects so as not to confuse Town Meeting on what has happened since Special Town Meeting approved the design fee request for the pickleball courts back on September 13. This will allow the proponents to clarify the amount they are requesting for each project and to be able to articulate the potential savings from doing both projects at the same time. Mr. Fitzgerald explained that they would have a separate article for pickleball and one for tennis. However, it’s their plan to present pickleball and tennis courts together, showing the cost savings and how doing the projects together would minimize the disruption in completing the two projects. Mr. Fitzgerald explained that they would have separate estimates for pickleball and tennis, along with a combined estimate to show the cost savings synergies.

Mr. Fitzgerald explained that they are still carrying the project’s cost estimate at \$1,473,793 from the January estimate. He explained that they are working on a soft costs estimate between \$28,000 and \$33,000, of which \$23,000 would be for construction administration, which is included in the contract with Activitas, \$5,000 for any potential legal costs and \$5,000 will be set aside if builder’s insurance is needed. Mr. Fitzgerald will have confirmation if this extra insurance amount is needed within the next day or two. Patrick Maguire of Activitas is working

with a consulting firm called Sports Construction Estimating to come up with a 90% construction estimate. Mr. Fitzgerald explained that a final analysis would be completed to have exact numbers before the CPC's next meeting.

Mr. Fitzgerald addressed questions from the last CPC meeting:

- The design is 90% complete to go out to bid, as confirmed by Mr. Maguire.
- The project proponents have met with the Conservation Commission. The Order of Conditions for the Notice of Intent has been completed.
- They are waiting on the engineer for the stormwater final analysis.
- Mr. Fitzgerald expects that Conservation Commission will then vote on the amendment to the Memorandum of Understanding for the property between the Conservation Commission and Recreation Commission.
- The Tree Advisory Group ("TAG") has been notified, and there has not been any response at this point.
- The President of Campion Center was not concerned with the location of the courts.

Questions/Comments:

Mr. Ober asked if they would have the new estimates by the next CPC meeting on March 13, 2023. Mr. Fitzgerald said they would have the estimates by March 6, 2023.

Barry Tubman inquired about the structure of the proposal(s) for Town Meeting. Melissa Crocker explained that they are meeting with Town Counsel and Town Moderator Rip Hastings on Tuesday, February 28, 2023, to discuss options. Ms. Crocker stated that they currently feel that two different projects will be presented at Town Meeting. Ms. Crocker explained that the pickleball design fee was received in September 2022, and then the Recreation Commission voted to take \$35,000 from the Recreation Enterprise Fund retained earnings for the design study of the tennis and basketball courts. Ms. Crocker intends to explain this sequence of events at Town Meeting.

Mr. Fitzgerald confirmed what Ms. Crocker explained, that they intend to have an article for pickleball and an article for the tennis/basketball courts. They will present the pickleball, tennis and basketball court proposals together, and showing the cost savings if everything is done at the same time. Mr. Fitzgerald explained that they would have more answers after the meeting with Town Counsel on February 28.

Mr. Ober asked how the bids were going to be structured. Mr. Fitzgerald said they would use alternate bidding, for example, pickleball with an add-alternate for tennis, and tennis with an add-alternate for pickleball.

Mr. Ober asked that a written or verbal update after the meeting with Town Counsel be given to him so that he may share the update with the CPC members in advance of the Public Hearing on March 13.

Rhododendron Garden at the Case Estate

Nina Danforth shared an update for the Rhododendron Garden proposal at the Case Estates. Ms. Danforth shared that they had met with Historical Commission. Steve Wagner shared that the Historical Commission supported the project. Ms. Danforth also mentioned that they met with the Finance Committee, which had some questions about future costs for the project. Ms. Danforth reminded the Committee that she and Leslie Glynn will not be voting on the project; they are taking advice from the Town Manager, Leon Gaumond. Ms. Danforth explained that the Garden Club is very supportive of the project.

Questions/Comments:

Mr. Ober asked Ms. Danforth to talk with Ms. Glynn and Michael Harrity about the Select Board and the Historical Commission as sponsors. Neil Levitt mentioned that the Garden Club could be another alternate sponsor.

Mr. Ober explained that obtaining the Select Board and Historical Commission as sponsors likely would alleviate the restriction that Ms. Glynn and Ms. Danforth recuse themselves.

CPA Fund Financial Information

Mr. Ober presented slides showing the updated projections for the CPA Fund balance, with a particular focus on the next few years. There was some discussion about any new projects that are included in the projections, as well as others of which people are aware that aren't currently included.

Mr. Ober presented another slide showing the status of CPA-funded projects and where the balances of the related appropriations currently stand. Mr. Ober shared his belief that there are several projects that are now completed where any remaining balances in the related appropriations should be returned to the CPA Fund. Cheri Mahan is working on updating the summary of the status of the CPA Fund projects and related appropriations, including chasing down the most up-to-date information on the various projects and the related appropriations. The status of several specific projects was discussed.

Other Committee Business

CPC 2023 fall meeting schedule dates will be discussed with the CPC members at the Public Hearing.

The Public Hearing is scheduled for Monday, March 13, 2023, at 7 pm via Zoom.

Minutes of the February 6, 2023, Meeting

VOTE: Mr. Ober entertained a motion to approve the meeting minutes of February 6, 2023. Several suggested edits were made. Mr. Levitt made the motion to accept the minutes as amended. Seconded by Natalie Thompson. The motion was approved unanimously by roll call vote.

The meeting adjourned at 8:54 pm.

Respectfully submitted,

Cheri Amour Mahan,
CPC Administrator

Appendix A
CPC Meeting
February 27, 2023
Document List

- 1) CPA Applications for FY 2024 Annual Town Meeting:
 - a. Pickleball court and tennis courts
 - i. Application
 - b. Rhododendron Garden at the Case Estate.
 - i. Application
- 2) CPA Fund Financial Information:
 - a. CPA Fund Projections
 - b. CPA Fund Existing Projects
- 2) Minutes February 6, 2023, CPC Meeting (votes anticipated)