

**Community Preservation Committee**  
August 27, 2013  
Police Station Conference Station  
Meeting Minutes

**Call to Order**

A regular meeting of the Community Preservation Committee was called to order by Chairman Mike Dissette at 7:00 p.m.

**Roll Call**

In attendance were Mike Dissette, Paul Healy, Margaret Welch, Jane Healey, Cynthia Zabriskie and Don Little. Members Bob Uhlig, Mary Lou Gagnon and Judith Grohe were absent. Kate Newhall-Smith was also in attendance.

**1. General Business**

- a. Approval of Minutes: Healy moved to approve the minutes of May 13, 2013 with discussed edits. Little seconded the motion. The motion was unanimously approved.
- b. Request for Grant Extension: City Tree Restoration Project and Green Street Plantings: The City Tree Commission has requested to extend their grant period for another year since they are just now in the final planning stages before actual planting can occur.

Healy made a motion to approve the request; Healey seconded. Dissette opened the motion up for discussion.

Hugh Kelleher, Chair of the Tree Commission expressed his gratitude toward the CPC and its generosity and requested a one-year extension to complete both projects. With the CPA funding, the Commission has been able to plant hundreds of street trees. While not all have survived, a large number have. He expects that the Commission will spend all remaining funding within the next six months with the majority of it going to purchase trees for Green Street and watering those recently planted. Currently, the Commission is working with DPW Deputy Director Andrew Lafferty who is also the City Arborist to update the planting plan from a few years ago and coordinate efforts between the Commission and DPW who want to redo the Green Street sidewalks. While the plan is being updated, the Commission is contacting Green Street property owners – it is a true coordinated effort.

Little stated he read an article confirming that 25% of street trees don't survive their first year; he commends the Commission's efforts and is in favor of granting the request.

The motion was unanimously approved.

- c. Request for Modification to Bartlet Mall FY 14 Application: Walt Thompson, Chair of the Bartlet Mall Commission has requested a modification to his proposal since a private

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donation will now cover the cost of the pond aerators. He is requesting to use the funding to purchase LED lighting for the pond's fountain. His request represents an increase from the \$12,000 recommended to Council to \$15,500. The total Bartlet Mall project, including the cleaning of the pond, is estimated to cost \$73,500.

Thompson introduces Andy Simpson from the Commission and Jon Higgins, Higgins Environmental Associates, who has completed water quality sampling at the pond.

Thompson stated that he has received permission from both the Courthouse and the Conservation Commission to run an electrical line from the courthouse to the fountain to light the two top bollards. Kim Noble from Water Structures LLC will do the work.

Dissette reviewed the CPC recommendation to Council for the project, which specifically funded the aerators. Thompson confirmed that since the project was recommended, the Commission received private donations that are earmarked for the aerators.

Dissette reviews the CPA-eligible categories and how the aerator project, due to the Mall's historic nature and part of preservation is ensuring a healthy environment, is eligible for CPA funding. He questions whether new lighting on the fountain is consistent with the historic preservation and recreation categories that were originally slated for the aerator project. He suggests shifting the money from the aerator project towards the significant pond cleanup costs. This would represent less of a shift in project goals. He states that the amount recommended to Council will not increase.

Healy agrees with Dissette's suggestion to shift funding to pond clean-up, stating that if the original application was for fountain lighting, he may not have been in support of it.

Thompson confirms that the health of the pond is also a public health issue and that the Commission will be asking the state to get involved. He is in favor of the Committee reallocating the CPA funds to the water cleansing project called P-Pod. He also states that the Bartlet Mall Commission will be approaching the Council for an emergency allocation of \$60,000 to fund the total cleanup of the pond.

Welch asks about phasing the project and if the \$12,000 allocation could be considered Phase I. She agrees that the removal of algae does speak to historic preservation.

Dissette asks Higgins if he could complete his work in phases. Higgins responds that phasing is possible, but it creates a much larger project using a different technology. Phasing could result in a visual reminder on the pond that cleanup is occurring and funding is necessary. It could also serve as a demonstration of work being conducted.

Healey questions if the redirection of funding should be contingent on the provision of emergency funding from the City. Thompson responds that he would prefer this

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contingency not be included in the grant, but the CPA funding be viewed as an effort to create a partnership for this project.

Dissette states that the redirection of funding could easily be dealt with through a revised project description submitted to the Council in advance of their September 9<sup>th</sup> meeting. The description should clarify that the Committee is recommending the same amount, for the same project, but to be used in a different way to meet the emergency needs of pond cleanup. This will ensure that the redirection of funds is part of the same dialogue with the Council and the Bartlet Mall Commission in their efforts to obtain an emergency allocation to fund the remaining costs of the algae removal.

Healey asks about the arsenic levels. Higgins responds that since arsenic clings to the phosphorous and the algae, by cleaning up the algae, an added benefit is the reduction of arsenic levels. She also asks if the aerators will serve a purpose regardless of whether or not the algae removal as presented is completed. Thompson states that the aerators will add oxygen to the pond, which will help in keeping it free from algal growth.

Ellen Hannick of the Commission states that improved water quality is the ultimate goal and since the aerators are now funded, algae removal is the next step.

Thompson discusses the lack of cooperation from those that have technical qualifications to conduct water testing in the city and overall lack of help from the city. Dissette states that the three councilors on the Budget and Finance Committee seemed supportive of encouraging such cooperation for this project.

Healy debates on whether or not to make CPA funding contingent on the applicant obtaining the remaining necessary funds. Dissette asks Higgins if he can accomplish any portion of his goals with only \$12,000 if that is all the funding that is granted to the Mall project. Higgins responds that he could create a visually-larger project so that the community would be able to see the work being conducted at the pond, which may help obtain additional funds.

Little expresses similar concerns regarding adding the contingency. If the Council does not approve an emergency \$48,000, then how would this effect the CPC's recommendation for the \$12,000?

Dissette suggests adjusting the recommendation to address the immediate needs regarding the pond's water quality through the installation of the P-Pod system.

Healy states that this recommendation can be seen as a down payment on the water quality improvements and the Commission should apply for additional funding in future grant cycles. If the Commission is unable to complete the project and use the CPA funds within a year, they may request an extension.

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Dissette suggests the following language to be submitted to the Council for their September 9<sup>th</sup> meeting: The CPC is recommending \$12,000 be put toward the cost of the Frog Pond Algae and Nutrient Removal Project with the condition that the applicant secures full funding for this effort.

Healy makes a motion to grant the request to modify the Bartlet Mall Commission's FY 14 application with the language provided by Dissette, seconded by Healey. Motion carried unanimously.

- d. Status of FY 14 Funding Recommendations: Dissette provides an update to the Committee regarding the Council's Budget and Finance Committee meeting that occurred on August 20<sup>th</sup>.
  - e. Status of CP-3 Reporting: Dissette states that the CP-3 reporting is complete for the year and that the CP-1 reporting from the Assessor's Office has also been completed.
  - f. Committee Elections for Chair and Vice Chair: Dissette acknowledged that the Committee has not held elections the past few years. He has expressed a willingness to step down as Chair, but remain on the Committee. Healy suggests deferring this conversation to a meeting where the full Committee is present.
2. **Project Updates** – Dissette asks the Committee to refer to the August 27<sup>th</sup> staff report for project updates. He also acknowledges receipt of the July 23<sup>rd</sup> staff report.
3. **Upcoming Schedule**
- a. Annual Public Informational Meeting: The annual public informational meeting is typically held in October. The already scheduled October meeting is on the 22<sup>nd</sup>. The Committee agrees to hold the meeting on this date; Smith will coordinate the advertising and also alert Dyke Hendrickson of the meeting.
- Zabriskie asks about the meeting and what topics are usually covered. Dissette states that the statute requires the Committee to hold an annual public hearing. He explains that it is an open forum and an opportunity for anyone with questions about the CPA, the CPC, the grant process, etc. can come in and discuss these topics with the Committee.
- b. Next Regular Meeting: The Committee is next scheduled to meet on September 24<sup>th</sup>.
4. **Adjournment**  
Healy moved to adjourn the meeting at 8:20 p.m. seconded by Zabriskie. The motion was unanimously approved.