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Town of Chelmsford
Community Preservation Committee
50 Billerica Rd. Chelmsford, Ma 01824

TOWN OF CHELMSFORD
PATRICIA E. DZURIS
TOWN CLERK

Meeting MINUTES
January 21, 2021
Approved August 18, 2021

Pursuant to Governor Baker's March 12, 2020, Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place.

Town of Chelmsford Community Preservation Commission will be conducting a remote public meeting on Thursday January 21, 2021, at 6:30 P.M.

Committee Members Present: Linda Prescott-Chairman, Evan Belansky, Gary Persichetti, Connie Donahue, Karl Bischoff, Robert Morse

Committee Members not Present: Henry Parlee, Judy Carven

Others Present: Colleen Stansfield, Town Manager Paul Cohen

Documents referenced in these minutes are available at the Community Development Office, 50 Billerica Rd., Chelmsford Town Offices. This meeting was hand recorded by the Recording Secretary, and recorded via Zoom.

Meeting was called to order at 6:31PM by Chairman Prescott.

1. Financial Review

Mrs. Prescott reported that the Town Accountant has confirmed there is adequate funding available for the three projects being presented this evening.

2. MCPC – annual Dues – approve payment

Mrs. Prescott described what the Annual Dues to MCPC helps pay for. The invoice is for \$4,300.00.

Motion: by Mr. Persichetti to approve payment of \$4300.00 for MCPC Annual Dues to be paid from the Administrative Account, as presented. Seconded by Ms. Donahue.

Roll Call Vote:

Mr. Belansky: Aye

Ms. Donahue: Aye
Mr. Persichetti: Aye
Mr. Bischoff: Aye
Mr. Morse: Aye
Ms. Prescott: Aye

Motion carries, unanimous.

3. Applications

a. Varney Playground

Steve Callahan, Playground Coordinator, listed recent improvements completed at Varney Park. The next project is to renovate the playground. Prior conditions at the tennis courts were shown. The renovated conditions were also shown, and the Committee was thanked for their support and assistance.

Existing conditions at the playground were shown. Issues include out of date materials, compliance issues, erosion/drainage issue at the bottom of part of the structure, and parts to repair the structure are no longer available. Hardware on the structure is wearing out, and the fence is deteriorated. Most of the equipment is 20 years old. Repairs made to date were shown.

A concept plan was shown for the new playground. The new playground will have ADA accessibility. Two swings would be kept, as they are only 5 years old. The exact equipment has not been determined yet.

The Town DPW would be able to install borders and mulch. Fund raising activities could be coordinated by a local friends group. Work is anticipated to be done in November, 2021, and should take about two weeks to complete. If weather is bad, the install would be March 2022.

Mrs. Prescott suggested that benches could be done through an Eagle Scout project.

Most playgrounds seem to have a life of 20 years.

The funding request is \$282,500.00, not including \$34,000.00 contributed by the DPW from in-kind service, for a total project cost of \$319,000.00.

This request would be heard at Spring Town Meeting

Motion: by Mr. Persichetti to accept the proposal for the Playground at Varney Park, and to recommend that the application for \$282,500.00 be brought to Town Meeting. Funding will come from the Undesignated Account. Seconded by Ms. Donahue.

Roll Call Vote:

Mr. Belansky: Aye
Mrs. Donahue: Aye
Mr. Persichetti: Aye
Mr. Bischoff: Aye

Mr. Morse: Aye
Mrs. Prescott: Aye

Motion carries, unanimous.

b. Southwell Playground

Steve Callahan, Playground Coordinator, explained that he hopes to find some savings for this project from the equipment installer doing the Varney Park Playground work. This playground is 23 years old. Existing conditions shown; issues include that materials are rusted and deteriorated. Four out of five slides need replacement. The equipment is becoming a safety hazard. The decking is worn out.

A concept plan was shown, there will be ADA compliance.

This application is requesting \$45,000.00 for a very simple playground. The DPW will do the demolition and some other work that is valued as an in-kind contribution of \$9,000.00. The new pieces should last at least 20 years.

They are hoping for additional support from the Youth Softball League.

Future remaining playground projects will include the Center School playground which was built in 1999, The Parker Middle School playground, and a small playground near the Highland Soccer Field.

The Facilities Department has budgeted small line items for needed repairs. All the playgrounds are inspected four times per year.

Moving forward, all playgrounds will need to be ADA compliant

Motion: by Mr. Persichetti to accept the proposal for the Playground at Southwell Park, and to recommend that the application for \$45,000.00 be brought to Town Meeting. Funding will come from the Undesignated Account. Seconded by Mr. Morse.

Roll Call Vote:

Mr. Belansky: Aye
Mrs. Donahue: Aye
Mr. Persichetti: Aye
Mr. Bischoff: Aye
Mr. Morse: Aye
Mrs. Prescott: Aye

Motion carries, unanimous.

c. Creation of a Parking Area(s) for the Warren-Pohl property

Conservation Commission Chairman David McLachlan advised that some funding for these proposals will come from the George Wright Reservation Trust Fund, and from available funds being held by the Conservation Commission. The total project cost is estimated to be \$58,080.00. About \$21,000.00 will come from the Wright Reservation Trust Fund.

The Warren-Pohl property is about 54 acres, and is bounded by multiple roads. There are accesses from most of these roads.

Acton Rd. was the preferred location for a parking area; however, it is a wetland.

The second choice is access from Boston Rd. for about 10 cars, and a second lot at Wright Reservation for another 10 cars.

Other funding is needed for a baseline survey needed for a Conservation Restriction, improving & replacing electrical service, and upgrading a fire hydrant. Mr. McLachlan anticipates much of the work will take 1-2 years to complete.

The proposed parking lots are consistent with lots at other reservations. This reservation will be more ADA accessible.

A road crossing will be needed for getting between the two reservations.

The Warren-Pohl Reservation will have its own operating budget. COSS does not have the man power to assist at this site at this time.

This will be the first time the Wright Trust Fund is being used.

CPC acknowledgment signage will be required. This is not a problem.

Mr. Morse requested a plan or picture of where the parking area is proposed. Mr. Bischoff acknowledged the access is very narrow, and it will need to be expanded. Mr. Morse admitted he has concerns about public access from Boston Rd., and he suggested Planning Board review.

Bartlett Rd. access could be considered, but there is no place to park cars. It is also very narrow. A walk-in trail is being considered near the pump station on Bartlett Rd.

Neither lot will be paved. The parcel could open to snowshoeing and cross country skiing during the snowy season. Nothing motorized would be allowed, the reservation would support passive recreation only. The main field could be hayed again, and this is being discussed with two local farmers.

Mr. Persichetti stated he met with the Traffic Safety Officer, and they agreed there is not much visibility from the street. The road bends near the Boston Rd. access. Only parts of the access road could be widened. There is also other electrical work pending.

Town Manager Paul Cohen recalled that the Pohl family didn't want a parking area near their house.

Mr. McLachlan clarified that the request is for the driveway from Boston Rd. to the barns, with the parking area near the barns.

The article could be to provide money for an access and parking in general, as there are several access points being considered. Mr. Morse requested information on more specific locations. He is supportive of the project, but wants more details. Mr. Belansky suggested continuing the hearing to give the Conservation Commission time to put together a more detailed plan.

Mr. Cohen advised the Committee that if they meet on February 17, they will be in time for the Town Meeting Warrant. Mr. Persichetti and Steve Jahnle will reach out and meet with Mr. McLachlan and Mr. Bischoff to put together a more detailed plan. They will coordinate with the Police Chief as well. Mr. Cohen recommended obtaining input from abutters as well.

This hearing will be continued to the next CPC meeting.

d. Site improvements at Warren-Pohl

This item was not specifically discussed.

4. Approval of Minutes

June 8, 2020

July 15, 2020

Sandy Martinez' term expired on June 30, 2020. She will be included in the attendance for the June 8 meeting, but not the July 15th meeting. Mr. Bischoff was present for both meetings.

Motion: by Mr. Persichetti to approve the Regular Session Meeting Minutes of June 8, 2020, as amended. Seconded by Ms. Donahue.

Roll Call Vote:

Mr. Belansky: Aye

Mrs. Donahue: Aye

Mr. Persichetti: Aye

Mr. Bischoff: Aye

Mr. Morse: Abstained

Mrs. Prescott: Aye

Motion carries.

Motion: by Mr. Persichetti to approve the Executive Session Meeting Minutes for June 8, 2020, as amended. Seconded by Ms. Donahue.

Roll Call Vote:

Mr. Belansky: Aye

Mrs. Donahue: Aye

Mr. Persichetti: Aye

Mr. Bischoff: Aye

Mr. Morse: Abstained

Mrs. Prescott: Aye

Motion carries.

Motion: by Mr. Persichetti to approve the Regular Meeting Minutes of July 15, 2020, as amended. Seconded by Ms. Donahue.

Roll Call Vote:

Mr. Belansky: Aye

Mrs. Donahue: Aye

Mr. Persichetti: Aye

Mr. Bischoff: Aye

Mr. Morse: Abstained

Mrs. Prescott: Aye

Motion carries.

Motion: by Mr. Persichetti to approve the Executive Session Meeting Minutes of July 15, 2020, as amended. Seconded by Ms. Donahue.

Roll Call Vote:

Mr. Belansky: Aye

Mrs. Donahue: Aye

Mr. Persichetti: Aye

Mr. Bischoff: Aye

Mr. Morse: Aye

Mrs. Prescott: Aye

Motion carries, unanimous.

5. Next Meeting Date

This was not discussed at this time.

6. Adjournment

Motion: by Mr. Persichetti to adjourn the meeting at 7:50PM. Seconded by Ms. Donahue.

Roll Call Vote:

Mr. Belansky: Aye

Mrs. Donahue: Aye

Mr. Persichetti: Aye

Mr. Bischoff: Aye

Mr. Morse: Aye

Mrs. Prescott: Aye

Motion carries, unanimous.

Respectfully Submitted,

Vivian W. Merrill
Recording Secretary

Supporting Documents:

- Funding Applications
- Annual Dues Invoice
- Draft Minutes