
COMMUNITY PRESERVATION COMMITTEE

MEETING MINUTES

TUESDAY, JUNE 12, 2023

I. CALL MEETING TO ORDER

Recognizing presence of quorum Glenn King (Chair) called meeting to order at 6:30PM, with Harry Berkowitz, Barbara McNamee, Michael Proto, Jill Leonard, and Christine Johnson in attendance. R. Gary Bechtholdt II, Town Planner/CPC Admin was also present. Three (3) vacancies; Planning Board, Northbridge Housing Authority & Member At-large.

II. APPROVAL OF MEETING MINUTES

May 01, 2023

Upon motion duly made (H Berkowitz) and seconded (C Johnson), the Community Preservation Committee voted (6-0) to approve meeting minutes of May 01, 2023.

III. OLD/NEW BUSINESSCorrespondence & Communications

G King & G Bechtholdt explained that a news reporter from Spectrum News 1 (Olivia Lemmon) contacted the Town Manager last week seeking comment on a recent report where more than a third of CPA communities are not spending CPA funds on Housing initiatives. G King noted through the Town Manager, we indicated Northbridge is relatively new to this type of funding source, only approving two projects to date and we anticipate considering other projects soon, including Historic Resources and Housing. G King informed the Committee, in communicating with the Town Treasurer that the Town did a temporary borrowing to purchase the land; the permanent borrowing will happen once the Town receives the final audit on the new school, where a borrowing for the land acquisition will be included. G King stated the amount due on June 24, 2024 for Castle Hill Farm land purchase will be \$126,435.41 (includes \$80,000.00 principal & \$46,435.41 interest) according to Julie Harris, Town Treasurer.

Vacancy (3) -Housing Authority, Planning Board & Member at-Large

G King, Chair plans to attend the upcoming Housing Authority meeting to inform them of vacancy and seek a volunteer to serve on the CPC. G Bechtholdt noted the Planning Board is to appoint a representative at their next meeting, replacing Rainer Forst who did not seek re-election of the Planning Board. G King indicated that Rainer Forst had expressed a desire to fill the Member at-large position; C Johnson mentioned a resident attending Town Meeting also expressed interest to serve as the Member at-large position.

CPA Funded Projects

Linwood Basketball Court Improvements -M Proto noted construction is underway; G Bechtholdt explained reimbursement of construction invoicing will be reviewed/approved by the Committee upon project completion. G Bechtholdt shared with the Committee a sample project sign prepared for the Linwood Basketball Court Improvements to recognize the CPA Funding source. Committee members felt it was important to display signage during and after project completion. G Bechtholdt reminded the Committee, unlike the Castle Hill Farm land acquisition article proceeds to purchase a project sign were not included for the Linwood Basketball Courts, where the project sign for Linwood will be expended from the Committees FY23 Expenses. G Bechtholdt also explained that certain legal fees (from Town Counsel) that pre-date the October 2022 Fall Annual Town Meeting will also need to be paid from the FY23 Expenses associated with the Castle Hill Farm land acquisition. Castle Hill Farm Land Acquisition -G Bechtholdt informed the

Committee that the Conservation Commission and Conservation Agent are looking to install a kiosk-style sign at the Castle Hill Farm Conservation Land property, along with two (2) interpretive signs that recognizes the Community Preservation Act and highlights the natural habitats. G Bechtholdt reviewed with the Committee expended/committed funds for the \$50,000.00 earmarked as part of the Castle Hill Farm land acquisition article, which includes legal fees (Town Counsel) and funds for Metacomet Land Trust to hold the Conservation Restriction (±\$10,000.00). Committee agreed to have Conservation Commission order signage and the Committee will process invoicing in accordance with the Castle Hill Farm article. Billing/Invoices -G Bechtholdt reviewed with the Committee bill invoicing from Town Counsel (KP Law), noting again some billing months will be paid from the CPC's FY23 Expenses and others from the CPA funds authorized as part of the Castle Hill Farm land acquisition article approved at the 2022 Fall Annual Town Meeting (Art. #3). *Upon motion duly made (H Berkowitz) and seconded (B McNamee) the Committee voted (6-0) to expend the sum of \$1,512.00 in FY23 Expenses to pay KP Law invoicing for August 2022 (\$42.00); September 2022 (\$504.00); & October 2022 (\$996.00).* In doing so, the sum of \$1,512.00 in CPA Funds will be reimbursed to the Town. *Upon motion duly made (B McNamee) and seconded (C Johnson) the Committee voted (6-0) to expend the sum of \$3,465.00 in CPA Funds from the \$50,000.00 appropriated as part of Article #3 (2022 Fall Annual Town Meeting) Castle Hill Farm land acquisition.* In doing so, the sum of \$3,465.00 shall be reimbursed to the Town. FY23 CPA Expense Budget -G Bechtholdt explained after processing the CPA Admin stipend (\$3500) and other expenses (Community Preservation Coalition membership & Town Counsel fees), the FY23 Expense Budget will have a remaining balance of about \$4,100.00. G Bechtholdt sought Committee's approval to expend funds to purchase project signage for the Linwood Basketball Court Improvements. *Upon motion duly made (H Berkowitz) and seconded (M Proto) the Committee voted (6-0) to authorize the spending of up to \$4,000.00 for project signage for the Linwood Basketball Courts.* G Bechtholdt explained to the Committee that he will look to price out two (2) signs as suggested by the Committee, one to be installed during construction and the other a more permanent sign recognizing CPA Funds. G Bechtholdt will keep G King, Chair in the loop and anticipates signs will not cost \$4,000.00. G Bechtholdt will forward from the Coalition webpage, example of other community signs purchased to announce and celebrate CPA Funds.

CPA Project Solicitation -Open through October 01, 2023

G Bechtholdt noted pre-applications (to determine CPA fund eligibility, etc.) may be submitted now through September; where Project Applications will be received until October 01, 2023 for consideration at the 2024 Spring Annual Town Meeting. C Johnson indicated that she has been working with the Historical Society on a potential Historic Resources project application for the James Fletcher Homestead (circa 1770). G Bechtholdt offered to assist C Johnson, noting he can share his experiences with the Northbridge Memorial Town Hall restoration efforts.

Scheduling of Next Meeting(s)

Next meeting of the Committee is scheduled for Monday, July 10, 2023 (6:30PM) -via ZOOM.

IV. ADJOURN MEETING

Meeting adjourned at or about 7:10PM.

Respectfully submitted by,

R. Gary Bechtholdt II, Town Planner/CPC Admin

Date approved: _____

Cc: Town Clerk