



## **NORTHBRIDGE COMMUNITY PRESERVATION COMMITTEE MEETING MINUTES February 05, 2024**

Virtual Meeting via ZOOM

### **MEMBERS PRESENT**

Glenn King, Chairman and Member at Large; Harry Berkowitz, Vice Chairman and Member at Large; Michael Wilkes, Clerk and Planning Board Representative; Barbara McNamee, Conservation Commission Representative; Christine Johnson, Historical Commission Representative; Karen Rogers, Play & Recreation Representative; Jill Leonard, School Committee Representative (Had to leave early); Rainer Forst, Member at Large. R. Gary Bechtholdt II, Town Planner/CPC Admin was also in attendance with Carol Brouer, Northbridge Historical Society dialed in.

### **I. CALL TO ORDER**

G King called the meeting to order at 6:30 PM. After conducting a roll call and noting the presence of a quorum, the meeting was officially opened.

### **II. APPROVAL OF MEETING MINUTES**

After a brief discussion and with no additions, but with a few corrections to spelling upon a motion made by H Berkowitz and seconded by B McNamee. The motion passed unanimously to approve both sets of minutes (December 11, 2023 & January 08, 2024).

### **III. FUTURE AGENDA ITEMS**

J Leonard had to leave the meeting early due to a previous commitment but wanted to provide the committee with a brief update before leaving. The update was in regard to The School Committee reaching out to fund an improvement project for the baseball and softball fields in town. J Leonard noted that she has spoken with Mellisa Walker, School Business Manager but as of right now the School Committee has not yet received a quote for the fields so they have decided to temporarily pause on the request until they have some more concrete answers. J Leonard did state the School Committee does intend on pursuing this in the near future. It was at this point that we concluded our discussion and J Leonard left the committee meeting at approximately 6:45 PM.

#### **IV. 1770 COL. FLETCHER HOMESTEAD (1 Elm Place)**

C Johnson and C Brouwer provided the committee with an update revolving the Fletcher Homestead. It was noted that the Historical Society is working on an RFP, which they are hoping to have done relatively soon. It was also noted that the Historical Society is reaching out to someone who may be able to help procure funds to replace the boiler. If this indeed does happen, the Historical Society noted that they will move to pass over that warrant article for boiler upgrade/replacement. Additionally, the committee would like to thank Christine Johnson for all of her hard work acting as the liaison between our committee and the Historical Society.

#### **V. OLD/NEW BUSINESS**

##### Correspondence & Communications

It was noted by G Bechtholdt that the committee had received some mail from other local CPC's telling us how useful they have found some of our documents in the past. Susan from Lakeville reached out to G Bechtholdt to see if we had a template for an MOU Agreement (Memorandum of Understanding) to share. G Bechtholdt informed her that Northbridge did not have the need to enter into an MOU at this time, as all CPA funded projects have been town projects, where an MOU is not necessary. The committee noted that they would like to reach out to the Town Accountant to confirm the amounts of two warrant articles the committee will be sponsoring. G Bechtholdt and G King noted they are going to speak with the Town Accountant.

##### Committee Vacancy (1)

As noted previously, the Housing Authority has not designated a representative for this committee.

##### Local CPA Fund Balances & State Match

G King is to review balances with the Town Accountant.

##### 2024 Spring Annual Town Meeting -Tuesday, May 07, 2024

G King and G Bechtholdt informed committee of the need to sponsor two (2) additional articles for the 2024 Spring Annual Town Meeting: 1.) article for FY24 payment bond of the Castle Hill Farm land acquisition and 2.) article for payment bond of same for FY2025. Where, upon a motion made by H Berkowitz and seconded by R Forst the committee unanimously voted to sponsor the FY24 Bond Payment in the amount of \$126,436.00 as recommended by Town Accountant. Upon separate motion made by H Berkowitz and seconded by R Forst the committee unanimously voted to sponsor the FY25 Debt Payment in amount of \$131,200.00 as recommended by Town Accountant. G King will confirm dollar amounts with Treasurer and Accountant.

Upon motion duly made and seconded, the Committee voted unanimously to recommend from FY2025 estimated reserves the sum of \$25,000.00 for each of the following: Historic Resources, Community Housing, and Open Space & Recreation and the sum of \$175,000.00 for Budget Reserves. Upon motion duly made and seconded the Committee voted unanimously to recommend the sum of \$10,000.00 from the CPA fund revenues to its CPC expenses associated with implementation of the CPA.

Committee voted to recommend the sum of \$50,000.00 in Historic Resource funds for the preparation of a building assessment report for the Fletcher Homestead and \$13,500.00 for boiler replacement. G King, as CPC Chair shall present and offer the committee recommendations at Town Meeting.

#### Scheduling of Next Meeting

The committee shall meet next on Monday, March 18, 2024 at 6:30 PM via ZOOM.

#### Future Agenda Items

Committee will look to focus on CPA Public Outreach and discuss an update for the town's Community Preservation Plan.

#### **VI. ADJOURNMENT**

Upon a motion made by H Berkowitz and seconded by M Wilkes, the committee voted unanimously to adjourn until March 18th, 2024, at or about 6:30 PM.

Prepared by: Michael J. Wilkes, Clerk

Submitted by:

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R. Gary Bechtholdt, Town Planner/CPC Admin

Dated Approved: \_\_\_\_\_