

**MINUTES
COMMUNITY PRESERVATION COMMITTEE
HYBRID PARTICIPATION
February 15th 2023**

OPENING: The regularly scheduled meeting of the Community Preservation Commission opened at 7:01 via Hybrid. Chairperson Chris Pratt announced the date of the meeting and that it was hybrid. He had the present members announce their names.

ATTENDANCE

Chris Pratt, Chairperson	(Elected)	Present
Jeanne Reed, Vice Chairperson	(Park & Rec)	Present
Joanne Horacek	(Housing Authority)	Absent
Cassandra Bach	(Historical Commission)	Absent
David Spina	(Planning Board)	Present
Dave MacWilliams	(Conservation Commission)	Present
Bryan Walker	(Elected)	Present
John Whalley III	(Elected)	Absent
Beth Thomas	(Elected)	Present
Sabrina Pooler	Coordinator/Secretary	Present

PUBLIC COMMENTS

No public comments.

NEW BUSINESS

Project Application: Buildings and Grounds- Roof and Cupola Repair- Police Department

David Sutton- Director of Buildings and Grounds

Art Lawler- Town of Southwick Clerk of the Works

Art Lawler began the project presentation, noting that the Historical Commission had initially asked Dave and himself to look into this project as an assessment. Five thousand dollars was approved by the town about a year and a half ago. Only \$2,000 was spent with the local engineer, Steve Jablonski, who is on the list of recognized historical Architects and Engineers by the PVPC. This assessment included an estimate for the work he detailed. This estimate cost of \$70,000 was approved by the Select Board and included about a \$15,000 increase in costs anticipated because of the time frame from when the estimate was created until the project is finished (high price volatility in materials). The original estimated budget is \$55,545. This price includes about 50 pieces of slate to be replaced on the roof, and some of the wood being replaced on the cupola.

Chair Chris Pratt commented by saying that in the photos he could see the degradation of the wood in the cupola. Committee member Dave MacWilliams clarified that it was just patchwork requested in

some areas, and that this patch work would be sufficient for about 10 years. David Sutton and Art Lawler affirmed this statement. Chair Pratt said he had gotten a letter about two years ago from Lee Hamberg and at the time the Police Department cupola was not on the historical register, however the cupola is definitely historic. Lee Hamberg had written the whole background on the cupola including the architect and the way it was preserved on top of the building. Coordinator Sabrina Pooler asked if the cupola had come from somewhere else. Mr. Lawler commented, saying he believes it came from the first school in town. Ms. Pooler added that she knew the bell had come from the school but wasn't aware of the cupola. Chair Pratt continued saying that it is definitely historic. He also commented on the slate roof, saying that you wouldn't want to repair it with anything else besides slate. Mr. Lawler said that it was Mahan Slate Roofing that gave them the estimate and that he requested for the company to hold a spot in the fall to do the work.

Coordinator Pooler mentioned that she wasn't sure how much money was in the CPA Historical Fund and given the projects that have already been approved for recommendation in the Historical category this fiscal year, she suggests having at least some of the funds come from the CPA General Unreserved Funds. Chair Pratt responded saying that there was enough money in the CPA General Unreserved Fund, and to be safe the funds for this project should come from there.

A motion was made to accept the project with the funds (\$70,000) coming from the General Unreserved Fund.

Motion: Dave MacWilliams Second: Chris Pratt
The motion passed unanimously.

Review Project Warrant Articles for 2023 Annual Town Meeting

The Committee members reviewed the warrant articles for the 2023 Annual Town Meeting. The project articles reviewed were: Southwick Congregational Church Steeple, Flooring Replacement- Southwick Housing Authority Facility at Depot Street, Restoration of Bronze Memorial Plaques, Whalley Spray Park, The Moore House Repair, Hazardous Tree Removal at Old Cemetery, Repair of Slate Roof and Cupola at Police Station.

(See attachment A)

Chair Pratt read the mail stating the submission deadline for the Annual Town Meeting and Special Town Meeting warrant articles. Vice-Chair Jeanne Reed asked if this included the submission of the pros and cons. Committee member MacWilliams stated he would like a chance to think about the pros and cons of the projects and discuss it in our next meeting. Chair Pratt agreed this was a good idea, others members of the Committee agreed.

A motion was made to submit the warrant articles as amended to the Select Board for review.

Motion: Chris Pratt Second: Dave MacWilliams
The motion passed unanimously.

Review CPC yearly calendar

The Committee members revisited and discussed the application deadline date. They agreed that applications could be submitted at any time of the year but in order to guarantee a warrant article in the annual town meeting they would need to submit by December 31st of every year.

A motion was made to strongly recommend that all applications be submitted by December 31st of every year in order to meet the timeline for the annual town meeting.

Motion: David Spina Second: Chris Pratt
The motion passed unanimously.

Chair Pratt continued discussing calendar events, the last meeting in June would be the annual informational meeting. The Committee discussed amongst themselves details on the annual informal meeting.

OLD BUSINESS

Review new CPC Application Forms- members to discuss, review, and vote on new application forms

Chair Pratt suggested that the Coordinator send out all updated forms to the Committee members to review in their own time and then discuss the forms in the next meeting.

Community Preservation Plan Updates

Coordinator Pooler wrote the Open Space and Park & Rec section of the CPC Plan. This plan was reviewed by the Conservation Commission and they approve of it. Vice-Chair Reed had sent the plan for review and is still waiting back for comments. Ms. Reed said she will bring the Park & Rec comments to the next meeting.

ROUTINE BUSINESS

Review Mail

Chair Pratt read the mail aloud to the Committee members.

1. Notice from Administrative Secretary to submit Annual Town Meeting and Special Town Meeting Warrant Articles (See Attachment B)
2. Budget Hearing Schedule (See Attachment C)

Minutes Approval: January 18th 2023

A motion was made to accept the meeting minutes as amended.

Motion: Jeanne Reed Second: Bryan Walker

The motion passed unanimously.

Adjourn meeting

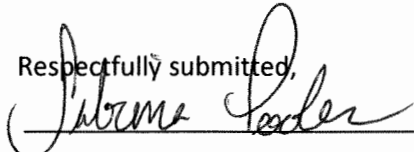
A motion was made to adjourn the meeting.

Motion: Chris Pratt Second: Bryan Walker

The motion passed unanimously.

The meeting was adjourned at 7:47 PM.

Respectfully submitted,



Sabrina Pooler, Community Preservation Committee Coordinator

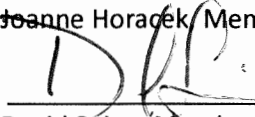
cc:

Select Board

Town Clerk

Chris Pratt, Chairperson

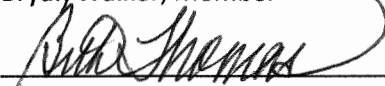
Joanne Horacek, Member



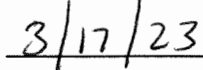
David Spina, Member



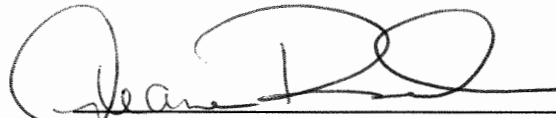
Bryan Walker, Member



Beth Thomas, Member



Date



Jeanne Reed, Vice Chairperson

Cassandra Bach, Member



Dave MacWilliams, Member

John Whalley III, Member