**COMMUN*ITY PRE*SERVATION COMMITTEE**

**TOWN OF WEST NEWBURY**

**MINUTES OF MEETING**

**August 19, 2021 at 7:30 PM**

**This meeting was recorded for the purpose of preparing Minutes.**

A meeting of the West Newbury Community Preservation Committee (CPC) was held in person, August 19, 2021. Judith Mizner, Chair called the meeting to order at 7:30 p.m.

Mizner, and members, Bob Janes, Gary Bill, Wendy Reed, and Barbara Gard, CPC Administrator were present; Ann Bardeen, Wendy Willis, Sherry Pruyn and Angus Jennings (Ex-Officio) were absent. Brad Buschur, Brad Dore and John Dodge were also present as presenters and/or participants.

Mizner welcomed new CPC members Wendy Reed, representing the Select Board and Ann Bardeen, representing Planning Board.

**CPC reorganization, vote in new Chair, Vice-Chair and Secretary/Clerk;** was on the Agenda - Mizner asked to postpone voting until more members were present

**Discussion of FY21 Approved Project All Person’s Access Trail** with Brad Buschur and John Dodge (Open Space Committee member/project Applicant). Since the project did not win a MassTrails grant the Committee questioned how the project will proceed with fewer funds. To begin the work on this project, Buschur came in with 3 bids from Wetland Scientists to delineate the wetlands:

Mary Rimmer’s bid - $1,400 to flag resource area and obtain GPS locations for each flag

Andover Consultants’ - bid $19,500 to survey and flag the resource area

The best price came from Williams & Sparages’s with a bid of $7,100, which included wetland delineation (Greg Hochmuth said he would do the flagging gratis); W&S flying the area to pick up wetland flags when the leaves were off the trees; and preparation of a surveyed plan. Discussion involved the timing of the delineation process (visibility of vegetation; ability to evaluate soils) and the filing process - verifying the resource area with the Conservation Commission’s site-walk and approval. Buschur thought that there would not be much of a negative impact on the resource area, as the trail will likely stay in the same location with the addition of a small amount of new surfacing material. Mizner suggested that Buschur have Williams & Sparages commence the delineation as soon as possible.

Gard reminded the Committee that the original proposal stated the Open Space Committee hoped to have a plan to present for a community meeting this fall. Buschur then clarified that this price of $7,100 will leave approximately $20,000 to conduct the public meetings along with some initial design elements. Mizner asked if there were any amenities that are not at the trail now that might be added. Buschur said they might be wanting to add car-top boat storage for kayaks and canoes.

Discussion continued with the question about who is in charge of the CPC approved project once Town Meeting has approved the funds to be spent. Mizner responded that the day-to-day management of the project lies with the group, committee, or board that presented the project. If expenditures were found to be inappropriate at any time, then the Town Manager, the Finance Committee and CPC would get involved. Reed asked if the Town Manager, Jennings, planned on being involved in each project. Gard responded that he stated that he would be involved on the financial end, but not in the ongoing process.

Dodge (Open Space Committee) acknowledged that his name was on the All Access Mill Pond Project, but he approved of Buschur and Patricia Reeser (Open Space Committee Member) taking the lead as the project moves forward.

**West Newbury Harbor Committee’s Eligibility Application for CPC Funding**

Mizner questioned whether this application falls under the category of Open Space and Recreation under the Community Preservation Act (CPA); recreation may be possible, open space only refers to land. Dore responded that the Select Board suggested that they check with CPC to see if it is eligible. Mizner had checked the Community Preservation Coalition website for approved mooring projects and found none. Docks had been approved by some communities. She asked about the purpose of the proposed project as control over the number of moorings in the river since Town issued permits are already required. Dore responded that it was not a rigorous process. Gard said she checked into the dock and mooring permitting process and it appears residents are told that they need to get Conservation Commission approval before getting a mooring or dock permit. Mizner said that has not been occurring. Mizner and Reed said there seems to be a gap in the Town’s permitting process. Mizner reminded meeting members “Land Under Water” is a resource area under the Wetlands Protection Act. Gard raised the question of access to the proposed moorings. Dore said it was unclear; currently the West Newbury moorings in the river use the Davey Jones Marina in Amesbury. Bill questioned how this would work if there is no access from West Newbury, with no parking to speak of. Dore replied access would be through the Davey Jones Marina in Amesbury, or through Rocks Village or other places. The issue of enforcement of access locations was raised.

Dore said, if the project was eligible, they would address how to do it. It is a small number of moorings. People could use small inflatable boats to access them. Dore said part of the objective is to give residents without waterfront property river access, and the second purpose is to manage/control the number of moorings and access; there is no control now.

Janes asked how many moorings there were now and how many are being proposed with this application. Dore would like to see a total of 13.

Mizner said part of the feasibility question is figuring out access. Another issue is that this proposal suggests using concrete blocks and chains. DEP is requiring helical anchors and flexible ropes for docks.

Reed then asked whether the mooring project’s proposed price was still valid. Dore said yes, even though it was a 2020 number. Further question about a discrepancy between two numbers, $49,659 and $23,445. The first number is the Budgetary Cost Estimate (install) and the second number is for Phase II Design, engineering and permitting. Any monies not spent would be returned to CPC.

Dore again stated that the Amesbury side of the river would be the access point, but the moorings would all be on the West Newbury side.

***Soldiers’ & Sailors’ Building update***

RFP went out, bids came in, and the Town’s consultant is now reviewing them; Janes and Bill mentioned that several came in over budget.

***Brief update on Page School Playground Projec****t*

From the DPW Director:

The attached plan shows the playground design. It is about 95% complete, with only the GAGA pit and the 16’ x 16’ heavy duty shade structure to be added to the plan. Once these are added by the designer, the plan will be sent to all and the final community design review meeting will be scheduled within the following 3-4 weeks. Amaral stated that detailed discussion with our site draining consultant GEI have started and are on schedule A; the color theme should be determined during the final design meeting.

Following positive feedback from the community, (and assuming no major changes) the DPW director will prepare the contract with the supplier and installer with the goal to build the playground in October. The cut-off date to install the playground surface is October 31. If not installed by then it will have to wait until the spring.

**Minutes**

* Minutes of April 15, 2021 Executive Session with minor change were approved
* Minutes of April 15, 2021 CPC Meeting with minor change were approved
* Minutes of May 20, 2021 CPC Meeting were approved

**Administrative Details**: Activity Ledger is included to keep Committee up to date on expenditures.

**Correspondence:** 2 Phone Calls: one from Stuart Saginor CP Coalition stating that our CPC Plan does need to be updated annually; the other from an individual with questions regarding the land on Middle Street in an Agricultural Restriction, giving the Town the right of first refusal.

Having completed the business before it, the Committee adjourned the meeting by unanimous consent at approximately 925 p.m. Next meeting will be September 16, 2021 at 7:30 p.m.

Respectfully submitted,

Barbara Gard, CPC Administrator

**Documents reviewed at the meeting:**

Harbor Committee’s Eligibility Application

Financial Ledger for CPC as of August 17, 2021 showing expenses lines for FY22