

**COMMUNITY PRESERVATION COMMITTEE
TOWN OF WEST NEWBURY
MINUTES OF PUBLIC HEARING AND MEETING
March 24, 2022 at 6:30 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 and remotely on March 24, 2022 - Wendy Reed, Chair called the meeting to order at 6:30 p.m.

Members in attendance: Wendy Reed, Ann Bardeen (remote), Wendy Willis (remote), Patricia Reeser (remote), Bob Janes, Gary Bill, Judith Mizner, Angus Jennings, CPC Administrator Barbara Gard.

Reed returned to the pending funding application for the Bachelor Fields/Action Cove project. She stated that Brad Buschur had been asked to do the following for the project application:

- Resolve the wetland delineation estimate discrepancies between the two consultants' proposals
- Provide details as to how the project is going to be managed and,
- Define which agencies in Town control different parcels of the site

Reed stated that in her view Buschur's responses did not adequately address these points. The response to the question of project management was only that Parks and Recreation would manage the project along with staff members from Town. It did not contain a timeline or anticipated hours required from Town staff. Bill mentioned that Buschur is handling two other projects and that he would like to see the other two finished before another was started. Others agreed. As for control of the site, the Select Board had unanimously approved including the small parcel of land that is owned by the Town, the parcel on which the septic field is located, in the project.

While waiting for the applicant, Reed reported that the CPC Administrator had a recent conversation with Stuart Saginor of the CP Coalition. Mr. Saginor said that it is up to each Town to set its own limits on minimum size or dollar amount for projects. The original intent of CPA funds was for larger municipal projects. He also addressed the difficulty of small towns managing multiple projects in one year and suggested the following possible solutions:

- to approve the project but delay its start for one year
- to hire consultants to do the management, and include those management/consulting fees in the funding application as a separate line item.

When Buschur arrived, Reed advised him that his responses to the Committee's concerns were not adequate. In responding to the management issue, he had not

provided sufficient information on the time required by Town staff or his own time constraints, given that he is involved in two other projects.

Buschur responded that the Mill Pond project is well underway and can be managed by the Mill Pond Committee and that the Whetstone Greenway project can be managed by the Planning Board. He added, that the permitting was done quickly, for free. There is no financial commitment from the Town.

Reed asked if the Landscape Architect will be managing the Bachelor Fields/Action Cove project as she did not see that management within the project budget. Buschur replied that they will be managing their own work; Reed again asked who would be managing the entire project.

While Buschur said the Landscape Architect on the Mill Pond project is managing it, Jennings and Reed disagreed. Jennings advised that he is scheduling all Mill Pond meetings and has spent up to 3 hours to get meetings organized.

Buschur stated he wanted to withdraw the proposal. Willis felt that it should not be withdrawn as a lot of work had gone into this application. Buschur believed that the proposal had been improved during the process. Bardeen noted that the Lemon Brooke proposal assumed that the Town of West Newbury will administer the project and will direct Lemon Brooke's services. This suggests that the Town will be doing the day-to-day management.

The Open Space Committee's comments were discussed. Buschur felt Open Space was not enthusiastic about the project. While Reed suggested a narrower scope, Reeser and Willis felt the scope was appropriate.

Bill said everyone who has a stake in this project should have input. Drakes' Landing residents recently told the Open Space Committee that they wanted access to the playground but did not want the trails open to the public. Buschur responded that not everyone is going to like the project. If the Town did not want the wetland crossing near Boynton Court then it could be eliminated.

Buschur restated his intent to withdraw the application when Reed suggested that he re-submit it for Fall Town Meeting. Costs for wetland flagging might be higher later.

Reeser again suggested first doing a visioning session. Buschur responded that the wetland delineation will need to be done under any circumstances, and that there is definitely a need to do a wetland crossing.

Buschur withdrew the proposal and said it would be re-submitted in the fall. Willis asked that the Committee outline as clearly as possible the changes and additional information it views as necessary. Buschur noted an issue with Town staffing capabilities, the need for additional information on the status of the Mill Pond and Whetstone projects, and concern about the size of the project. Wetland delineation and survey is going to be expensive because the site is so large. These concerns will be addressed in the fall.

Reed wanted the Applicant to set out in detail the scope of work to be done. If the scope is approved the Applicant would have to obtain estimates from consultants. She noted that the Lemon Brooke estimate/proposal needs to add increased time and funding to manage the project. Buschur added that the Town **does** need to be involved as this property is a Town asset.

The Article Request Form was addressed after Gard said it had been prepared by her, and checked by the Town Assessor., Its figures reflect Tax surcharge collections along with the State Match.

The Committee discussed signage for CPC projects, at the entry to either constructed projects or Open Space land acquisitions. These signs could be temporary or permanent. Bill said there are signs in the basement of the Town Office Building. Reeser will follow up with Open Space and Greenbelt.

- Minutes of the February 17, 2022 meeting will be reviewed at the next meeting.

Having completed the business before it, the Committee adjourned the meeting by unanimous consent at approximately 7:15 p.m. Next meeting will be April 14, 2022 at 7:30 p.m.

Respectfully submitted,

Barbara Gard, CPC Administrator