

**Town of Southborough, MA  
Meeting of the Community Preservation Committee  
Cordaville Hall, Room B  
Thursday, October 12, 2023  
7:00 PM**

Committee Members in Attendance: Benjamin Smith (Chair), Kristin LaVault, Grant Farrington, Lisa Braccio, Brett Peters

Non-Committee in Attendance: Freddie Gillespie (CPC Consultant), Elizabeth Carroll (Admin), Tony Schoener (Southborough Golf Course Committee), Dick Cruciani (Southborough Resident), John Allen (Southborough Golf Course Committee), Jimmy Falconi (Falconi Group), Kathryn McKee (Southborough Trails Committee), Claire Reynolds, Arthur Lemire (Falconi Group)

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Benjamin Smith (Chair) opened the meeting at 7:06 PM  
Quorum present

**Presentations of CPA Fundin Applications**

- Southborough Trails Committee: Peninsula Trail Next Step: Bridging the Gap – Kathryn McKee

Kathryn McKee gave an overview of the project.

The Southborough Trails Committee has been working over six years to open a 1.9-mile nature trail that includes a .4-mile section of trail that complies with accessibility guidelines (Peninsula Trail). Opening this trail will help close the largest remaining gap in Southborough for two regional trail systems (Boroughs Loop Trail and Aqueduct Trail) and will intersect with a third, the Bay Circuit Trail. The accessible trail segment will be the first of its kind in this community.

The overall project includes the installation of ADA parking, interpretative signage that will highlight the town's history and help to create more awareness around the importance of protecting and managing watersheds, the reservoir, wildlife habitats, and preserving open space. It also includes installing an ADA compliant boardwalk and footbridge to reroute the trail off a dangerous section of road and to connect to the BCT.

The STC is seeking additional funding to help cover project costs related to the installation of the boardwalk, footbridge, paving, striping, signage for the accessible parking spots, and other trail construction related to tasks and permits related to Phase II of the overall project. The STC has secured funding for Phase I (signage, fencing, ADA parking). The bridge and boardwalk components were included in the STC's ARPA funding request, along with the engineering services required for installation. However, the initial funding requests and budget for the engineering services were not sufficient to cover anticipated costs. The STC expects to reallocate the ARPA funds to cover the engineering costs to develop site-work plans construction drawings to incorporate into a project bid seeking a qualified general contractor to oversee the project.

They went out to bid in the Spring but received very high engineering quotes due to inflation. They have approached Engineering without Borders (student, and professional volunteers), but are not sure the timeline will work.

Benjamin Smith (Chair) opened the meeting for questions from the Committee.

*The CPC would like to know what elements are being funded. There are some elements that do not fall within the CPA guidelines. For example: parking, sidewalks may not be fundable. The bridge is fundable; however, there may not be enough CPA funds available for the full bridge.*

*The original cost was listed as \$180,000 but now it is \$134,000. This number is not firm. It was the original DPW quote when first submitted. This amount may go down if we get the community engineering group to partner with.*

Committee thanked Kathryn McKee for her presentation and well-constructed application.

Benjamin Smith asked if there were any questions from the audience. As there were none, Benjamin Smith thanked Kathryn McKee for attending this evening's meeting. Kathryn McKee will submit a revised application with new budget numbers.

- The Southborough Golf Course Committee: New Irrigation System – Tony Schoener

Tony Schoener has been with the Golf Course Committee for 18 months. He gave an overview of the project.

The current irrigation system is antiquated and needs to be replaced. There is a very good maintenance company that maintains the golf course. The maintenance company submitted an estimated cost of \$525,000 to replace the irrigation system.

Benjamin Smith opened the meeting for questions from the Committee.

*Is the maintenance company NE Golf responsible for future maintenance?* Yes, but replacing is not maintenance. The management company is responsible to manage the course and will be responsible for maintaining the new course.

*Who pays for the maintenance?* The management company, DPW and it is on town water

*What is the golf course revolving fund used for?* The revolving fund is made up of a percentage of the golf course fees. There is currently \$74,000 in the fund and they expect it to go up to \$80,000. Money flows into the fund monthly. The revolving fund is used for maintaining the parking lot, fences, etc.

*Is there bonding capacity in the revolving fund?* Tony Schoener is not sure and suggested that would be a question for Brian Ballantine (Town Treasurer) and Mark Purple (Town Administrator).

*What is the status of the Audubon International certification?* Tony Schoener is confident this can be put in place. Freddie Gillespie has spoken with the director of Audubon International and was told the Southborough Golf Committee can sign-up again at a cost of \$500. The Golf Course Committee had agreed to pick up the \$500 cost. They will need to have another site visit at a cost of \$100. Audubon International has all the information so they are ahead of the curve. As part of the original Golf Course Restoration Project, it was decided to obtain the Audubon International

Certification to satisfy those who wanted to conserve the open space. There is a PR value as well. The process was started but due to Covid it was put on hold. The Recreation Committee was to hire a consultant to put it all together. The CPC views this as an unfinished project and would like to see this finished before approving another project.

On bonding: It is worth exploring this option with Brian Ballantine. Perhaps it is possible to use the revolving fund to offset some of these costs. If a bonding option fails, is there a way to contribute to the project through the revolving fund?

*Can this project be a phased project?* No

*What is the expected life span of the new irrigation system?* Approximately 30 years

*What is the current state of the current irrigation system?* It runs off fire hydrants. Only one hydrant can be used at a time to irrigate different areas. 60 percent pressure which is very low and highly inefficient. Tony Schoener will work up numbers on aspect of the current system and compare it to new system.

It was noted that Audubon International makes sure that the golf course is found in compliance with environmental criteria. Freddie Gillespie will send a copy of the criteria list to the Golf Course Committee. This is why the work is done during construction. They do water quality studies too. This information is beneficial to have prior to town meeting.

*How soon after town meeting can the work begin?* The money is available after July 1, 2024. Tony Schoener expects the work to start after the close of the season in 2024.

Tony Schoener was reminded that this project needs to be reviewed by Sudbury Valley Trustees. Sudbury Valley Trustees need to submit a confirmation letter that there is no conflict with the Conservation Restriction.

On page 3 of this application, it states that the system will be installed in the Spring of 2024. This needs to be edited with the correct start date and incorporated in the Memorandum of Understanding (MOU).

*Who pays operating costs?* The town pays no operating costs. The management company pays all operating cost through the fees.

*On page 8 of the application regarding grants, are there any other grants available?* No, there are no other grants available.

Benjamin Smith asked if there were any questions from the audience. As there were none, Benjamin Smith thanked Tony Schoener for attending tonight's meeting and presenting.

- Falconi Group: Historic Swain Grist Mill/Grain Store Restoration – Arthur Lemire, Jimmy Falconi

Jimmy Falconi gave an overview of the site and project.

Jimmy Falconi purchased the property in 2012. The building was used for a steam powered Grist Mill when it was first constructed. The building sat empty for years prior to his purchasing it and the building has serious structural problems. Presently, he has no firm plans for the building but would like to get it structurally sound and perhaps rent it out. The Parsons Group did an analysis on the property. They gave a cost of \$15 to \$20 per square foot.

Jimmy Falconi has no problem agreeing to place a Preservation Restriction (PR) on the building. Will have to find a holder for the PR. This will require a small endowment of about \$25,000 to \$30,000. As an example, The Southborough Library is \$100,000 for a yearly inspection and legal defense. The PR must be on the façade.

The septic system cannot be expanded due to wetland issues. The system was installed in 1980.

Additional Funding: Not sure if it qualifies for State funding. MFFP – If you go with them then Mass Historic could hold the PR and CPA funding can be the match. MFFP does smaller grants for engineering about \$15,000 - \$20,000 and for structural about \$75,000 to \$100,000. Preservation Mass may have options as well.

Site Visit: Jimmy Falconi is happy to have the CPC visit the site. Will coordinate via email.

Jimmy Falconi will obtain a recommendation letter from the Historic Commission.

*Is ADA compliance included in the bid?* No, none of the interior has been designed yet. Arthur Lemire explained that they will not be including the second floor.

*What is planned for the structure?* As there is previous fire damage to the second floor and an elevator would be required to be installed, they will only use the first floor. Also, there is no capacity for expanding the septic for a second floor. They will attempt to restore the building to look from the outside as it was originally. The regimented Legislation Act has requirements for a Preservation Restriction. You cannot create history. Some changes may not be CPA fundable. MFFP funding may not be applicable as the area is not part of the historic district. If the building is on the National Register, then it is possible to obtain MFFP funds.

*What is the timeline and can the project be phased?* This will be a long process. It is not possible to break the project into phases due to safety concerns.

Benjamin Smith asked if there were any questions from the audience.

*Claire Reynolds asked if the three percent CPA fee increase were to be approved at the 2024 town meeting, would the funds be available after July 1, 2024?* If it was passed, the three percent would start the next fiscal year and you could not spend the money until it is received. The CPC has not heard anything about a warrant article for this increase.

As there were no further questions, Benjamin Smith thanked Arthur Lemire and Jimmy Falconi for attending this evening's meeting and giving their presentation.

**Preliminary Draft Budget** – Tabled to next meeting

### **South Union School Status Update**

Kristin LaVault explained that at the last Selectmen's meeting a committee was formed to discuss the future of South Union School. She pointed out that the CPC was not originally included in this new committee. There has been close to \$500,000 CPA funds invested in South Union School. Some members of the CPC have now been included and can weigh in on plans for the building going forward.

### **Affordable Housing Trust Fund Strategic Financial Plan Update**

The CPC's final response was sent to SHOPC. Benjamin Smith spoke with Dorianne Jasinski from SHOPC. She explained that the report was created by MAPC and she is not comfortable in amending their document but could add our comments as an addendum to the report.

### **Chairman's Report**

There will be a round table discussion on South Union School on October 18, 2024 at 7:00 PM at the Safety Complex. Benjamin Smith and Grant Farrington are planning on attending. Other committee members may attend as well.

Michael Weishan submitted a partial application for CPA funds for the restoration of Fayville Hall. Benjamin Smith will provide him with a copy of the Southborough Trails Committee as a guideline for completing his application.

Benjamin Smith received an email from Selectman Andrew Dennington asking about using CPA funding for the restoration of a fire truck.

Benjamin Smith asked Frederica Gillespie to contact Stuart Saginor of the Community Preservation Coalition to ask about using CPA funds for vehicle restoration.

### **Business of the CPC**

- Elect Vice-Chair

*Motion by Lisa Braccio and seconded by Grant Farrington to appoint Kristin LaVault as Vice-Chair.*

*Discussion: none*

*Vote: 5 Ayes, motion passed unanimously*

Will vote on signature page at next meeting.

- Minutes – September 11, 2023 meeting minutes tabled to next meeting
- Purchase Approval: Scanner

Scanner is needed to transfer hard copy documents to on-line. Some documents were not received electronically.

*Motion by Kristin LaVault and seconded by Grant Farrington to purchase a scanner. Cost not to exceed \$300.*

*Discussion: none*

*Vote: 5 Ayes, motion approved unanimously*

- Next Meeting Dates to ATM: Dec Jan Feb March

The next meetings will be on November 2, 2023 and November 15, 2023 (if needed). Future meetings will be scheduled at next meeting.

Discussed pros and cons of holding hybrid meetings. In-person quorum is required for hybrid meetings.

*Motion by Brett Peters and seconded by Lisa Braccio to approve changing the meeting venue from Cordaville Hall to the Safety building to conduct hybrid meetings.*

*Discussion: none*

*Vote: 5 Ayes, motion approved unanimously*

### **Adjournment**

*Motion by Kristin LaVault and seconded by Brett Peters to adjourn.*

*Discussion: none*

*Vote: 5 Ayes, motion approved unanimously*

9:05 PM Meeting Adjourned

Minutes respectfully submitted by  
Elizabeth Carroll  
Administrative Assistant