

MEETING POSTING & AGENDA

Town Clerk's Time Stamp
received & posted:

[Signature]
48-hr notice effective
when time stamped

Notice of every meeting of a local public body must be filed and time-stamped with the Town Clerk's Office at least 48 hours prior to such meeting (excluding Saturdays, Sundays and legal holidays) and **posted thereafter in accordance with the provisions of the Open Meeting Law, MGL 30A §18-22 (Ch. 28-2009)**. Such notice shall contain a listing of topics the Chair reasonably anticipates will be discussed at the meeting.

Name of Board or Committee:	<u>Community Preservation Committee</u>
Date & Time of Meeting:	<u>December 13, 2023 @ 7pm</u>
Location of Meeting:	<u>Lakeville Police Station- Meeting Room 323 Bedford Street, Lakeville</u>
Clerk/Board Member posting notice:	<u>Nancy Yeatts</u>

Cancelled/Postponed to: _____ (circle one)

Clerk/Board Member Cancelling/Postponing: _____

A G E N D A

1. Budget Report
2. Community Preservation Coalition dues/ discussion/ possible vote
3. Application for Eligibility Determination/ Step 1/ land acquisition 1 Elliot Way/ discussion/ possible vote
4. Approve Minutes: 8/1/23, 8/15/23, and 10/17/23
5. Review scheduling for next meetings

Please be aware that this agenda is subject to change. If other issues requiring immediate attention of the Community Preservation Committee arise after the posting of this agenda, they may be addressed at this meeting.

Town of Lakeville



YEAR-TO-DATE BUDGET REPORT
FISCAL YEAR 2024 AS OF NOVEMBER 30, 2023

FOR 2024 05							
ACCOUNTS FOR:	2800 COMMUNITY PRESERVATION						
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL CPC OPEN SPACE - 2024 PROJECTS	0.00	25,000.00	25,000.00	0.00	0.00	25,000.00	.0%
TOTAL OPEN SPACE	0.00	25,000.00	25,000.00	0.00	0.00	25,000.00	.0%
194 HISTORIC RESOURCES							
28194524 CPC HISTORIC - 2024 PROJECTS							
28194524 529500	0.00	CEMETERY GRAVESTONE REPAIRS 10,000.00	10,000.00	0.00	0.00	10,000.00	.0%
28194524 582100	0.00	HISTORIC TOWN HOUSE ROOF 30,000.00	30,000.00	0.00	0.00	30,000.00	.0%
TOTAL CPC HISTORIC - 2024 PROJECTS	0.00	40,000.00	40,000.00	0.00	0.00	40,000.00	.0%
TOTAL HISTORIC RESOURCES	0.00	40,000.00	40,000.00	0.00	0.00	40,000.00	.0%
TOTAL COMMUNITY PRESERVATION	12,275.00	65,000.00	77,275.00	-158,994.15	0.00	236,269.15	-205.8%
TOTAL REVENUES	0.00	0.00	0.00	-158,994.15	0.00	158,994.15	
TOTAL EXPENSES	12,275.00	65,000.00	77,275.00	0.00	0.00	77,275.00	

Town of Lakeville



YEAR-TO-DATE BUDGET REPORT
FISCAL YEAR 2024 AS OF NOVEMBER 30, 2023

FOR 2024 05							
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
GRAND TOTAL	12,275.00	65,000.00	77,275.00	-158,994.15	0.00	236,269.15	-205.8%

** END OF REPORT - Generated by Todd Hassett **



YEAR-TO-DATE BUDGET REPORT
 FISCAL YEAR 2024 AS OF NOVEMBER 30, 2023

FOR 2024 05							
ACCOUNTS FOR:	2800 COMMUNITY PRESERVATION						
	ORIGINAL APPROP	TRANS/ADJSTMS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED

170 COMMUNITY PRESERVATION COMM

28017000 REV - COMMUNITY PRESERVATION

28017000	412523	2023 CPA SURCHARGE REV	0.00	0.00	0.00	-1,172.12	0.00	1,172.12	100.0%
28017000	412524	2024 CPA SURCHARGE REV	0.00	0.00	0.00	-110,879.68	0.00	110,879.68	100.0%
28017000	417100	PENALTIES & INT - CPA SURCHARG	0.00	0.00	0.00	-130.35	0.00	130.35	100.0%
28017000	469000	CPA - STATE MATCH	0.00	0.00	0.00	-46,812.00	0.00	46,812.00	100.0%
TOTAL REV - COMMUNITY PRESERVATION			0.00	0.00	0.00	-158,994.15	0.00	158,994.15	100.0%

28170200 CPC - COMMITTEE EXPENSES

28170200	530000	PROFESSIONAL SERVICES	7,500.00	0.00	7,500.00	0.00	0.00	7,500.00	.0%
28170200	534400	ADVERTISING	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	.0%
28170200	542000	OFFICE SUPPLIES	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00	.0%
28170200	571000	MEETINGS & TRAVEL EXPENSES	1,275.00	0.00	1,275.00	0.00	0.00	1,275.00	.0%
28170200	573000	DUES & MEMBERSHIPS	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	.0%
TOTAL CPC - COMMITTEE EXPENSES			12,275.00	0.00	12,275.00	0.00	0.00	12,275.00	.0%
TOTAL COMMUNITY PRESERVATION COMM			12,275.00	0.00	12,275.00	-158,994.15	0.00	171,269.15	-1295.3%

172 OPEN SPACE

28172524 CPC OPEN SPACE - 2024 PROJECTS

28172524	530600	JON PAUN PARK ENGINEERING	0.00	25,000.00	25,000.00	0.00	0.00	25,000.00	.0%
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September 1, 2023

Community Preservation Committee
Town of Lakeville
Lakeville Town Hall
346 Bedford Street
Lakeville, MA 02347

Community Preservation Coalition Dues Notice

FY24 Annual Membership Dues:\$875

PLEASE NOTE
Our billing information has changed as of July 1, 2023:

NEW PAYEE! Make checks payable to: Third Sector New England, Inc.
(And please include in the description line: Community Preservation Coalition)

NEW ADDRESS! Remit membership dues payments to:

Third Sector New England, Inc.
89 South Street, Suite 700
Boston, MA 02111-2670
Attn: Community Preservation Coalition

NEW TAX ID NUMBER! See attached W9 form.

The Community Preservation Coalition operates as a fiscally sponsored program of Third Sector New England, Inc.

For any questions regarding billing, please contact the Community Preservation Coalition staff at 617-367-8998.



Wildlands Trust, Inc. | 675 Long Pond Road | Plymouth, MA 02360
Phone: 774-343-5121 | Fax: 774-343-5124 | www.wildlandstrust.org

November 14, 2023

Lakeville Community Preservation Committee
Marc Resnick, Town Planner and Staff Contact
Town Hall
346 Bedford Street
Lakeville, MA 02347
VIA Email

RE: Step 1 Application to Lakeville Community Preservation Committee
Chistolini Property, off Eliot Way

Dear Mr. Resnick:

Enclosed please find an "Application for Eligibility Determination--Step 1" and accompanying attachments, pursuant to the Town's potential purchase of approximately 30 acres of a property located off of Eliot Way owned by Glen Chistolini. Mr. Chistolini is interested in selling the land to the Town for open space and conservation purposes. Wildlands Trust is helping to facilitate the proposed acquisition, and is submitting this Step 1 Application on Mr. Chistolini's behalf.

The Property proposed for acquisition possesses numerous conservation values, including three potential vernal pools, a section of Hathaway Brook, and direct proximity to a sizable assemblage of protected lands, including a 75-acre town-owned parcel. The Property is also within "Zone A and Zone C Surface Water Protection Areas". In large part because of these attributes, the Town's acquisition of the Property would be consistent with and support several of the "Open Space Goals" cited on pg. 13 in the Lakeville Community Preservation Plan.

We understand that the Committee typically reviews applications on an annual basis. However, in the "How to Apply For Funding" section on pg. 16, the Lakeville Community Preservation Plan notes that the Committee has the discretion to consider applications submitted after application deadlines, particularly if a property's availability could be in jeopardy.

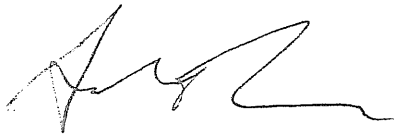
Mr. Chistolini is experiencing serious health issues which could affect the Property's availability, and is working diligently to create a plan for the orderly disposition of his real

estate assets. He is thus a motivated seller, and is very interested in partnering with the Town on a transaction that is mutually beneficial.

Therefore, we request that the Committee consider this Step 1 application at its earliest convenience.

Please let me know if we can provide any additional information that would be beneficial to the committee in its review of this application.

Sincerely,

A handwritten signature in black ink, appearing to read 'Scott MacFaden', written over a light blue horizontal line.

Scott MacFaden
Land Protection Director
Wildlands Trust
675 Long Pond Road
Plymouth, MA 02360
(774) 343-5121, ext. 107

Cc: Glen Chistolini



Town of Lakeville
COMMUNITY PRESERVATION COMMITTEE
346 Bedford Street
Lakeville, MA 02347
774-776-4350

Application for Eligibility Determination – Step 1

Project Title: Chistolini Acquisition

Name of Entity, Group, or Committee: Glen Chistolini

Address: 1 Eliot Way, Lakeville, MA 02347

Telephone: 508-947-0507 Email: _____

Contact Person: Scott MacFaden/Wildlands Trust

Telephone: 774-343-5121, ext. 107 Email: smacfaden@wildlandstrust.org

Application Category: Housing _____ Historic _____ Open Space/Recreation

Describe your project: Mr. Chistolini is interested in selling approximately 30 acres of his

holdings off of Eliot Way to the Town, for open space and conservation purposes.

Wildlands Trust is helping to facilitate the proposed acquisition, and is submitting this

Step 1 Application on his behalf.

Amount of CPA funds Requested: TBD Total Estimated Cost: TBD

Describe the level of planning which has occurred: Town representatives have had

preliminary discussions with Mr. Chistolini about action steps needed to advance the

proposed project, including a new survey plan and an appraisal.

Please attach the following:

- Assessors tax card and map
- Photos if applicable
- Plans/sketches if applicable

Signature of Applicant: *Glen A. Chistolini* Date: 11/10/2023

---- ATTACH ADDITIONAL PAGES AS NECESSARY ----

Property Location 1 ELLIOT WAY
 Vision ID 2194

Account # 2018

Map ID 015/006/001//
 Bldg # 1

Bldg Name
 Sec # 1 of 1 Card # 1 of 1

State Use 0713
 Print Date 1/5/2023 7:52:13 PM

CURRENT OWNER		TOPO	UTILITIES	STRT / ROAD	LOCATION	CURRENT ASSESSMENT			
CHISTOLINI GLENN A		4 Rolling	7 Electric	1 Paved		Description	Code	Assessed	Assessed
1 ELLIOT WAY						RESIDENTL	1010	341,500	341,500
LAKEVILLE MA 02347						RES LAND	1010	165,900	165,900
						RESIDENTL	1010	319,400	319,400
						IND LAND	4300	10,000	10,000
						61A LAND	7130	114,900	7,900
						61A LAND	7140	12,800	12,800
						Total		964,500	857,500

913
 LAKEVILLE, MA
VISION

RECORD OF OWNERSHIP								PREVIOUS ASSESSMENTS (HISTORY)							
BK-VOL/PAGE	SALE DATE	Q/U	V/I	SALE PRICE	VC	Year	Code	Assessed	Year	Code	Assessed	Year	Code	Assessed	
28038 0040	04-26-2004	U	I	620,000	1G	2023	1010	341,500	2022	1010	305,600	2021	1010	281,100	
25621 0006	04-21-1999	Q	V	63,003	00		1010	165,900		1010	149,100		1010	133,000	
17372 0099	04-21-1999	U	V	0	1F		1010	319,400		1010	288,000		1010	288,000	
15155 0149	05-06-1997	U	V	0	1F		4300	10,000		4300	10,000		4300	10,000	
8344 0172	03-21-1988	U	V	0	1F		7130	114,900		7130	7,900		7130	7,900	
						Total		857,500	Total		772,900	Total		731,600	

EXEMPTIONS				OTHER ASSESSMENTS				
Year	Code	Description	Amount	Code	Description	Number	Amount	Comm Int
				01	Gas-Electric Lie	0	1510.83	0.00
Total			0.00					

This signature acknowledges a visit by a Data Collector or Assessor

ASSESSING NEIGHBORHOOD				
Nbhd	Nbhd Name	B	Tracing	Batch
0001				

APPRAISED VALUE SUMMARY

Appraised Bldg. Value (Card)	338,400
Appraised Xf (B) Value (Bldg)	3,100
Appraised Ob (B) Value (Bldg)	319,400
Appraised Land Value (Bldg)	303,600
Special Land Value	20,700
Total Appraised Parcel Value	964,500
Valuation Method	C
Total Appraised Parcel Value	964,500

NOTES									
C/W LOT 032-001-001									

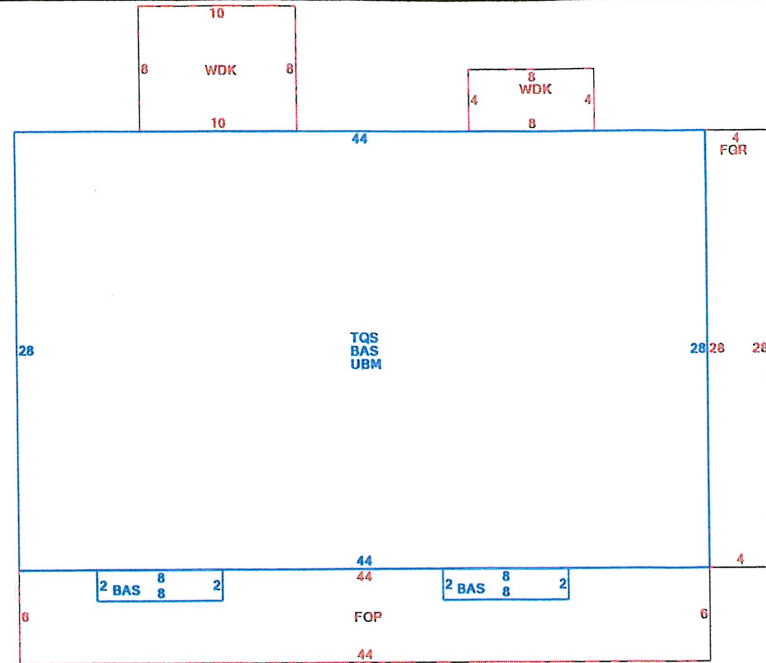
BUILDING PERMIT RECORD								VISIT / CHANGE HISTORY							
Permit Id	Issue Date	Type	Description	Amount	Insp Date	% Comp	Date Comp	Comments	Date	Id	Type	Is	Cd	Purpose/Result	
17-98	05-19-2017	BP	BUILDING PER	15,000		0		20 X 24 SHED	05-03-2018	NT	02		BP	Building Permits	
11-90	06-09-2011	7	OTHER	0				temporary tent expires Septem	01-20-2015	NT	02		BP	Building Permits	
10-114	10-14-2010	BP	BUILDING PER					Monopole for T-mobile	06-06-2014	TM	04		53	Field Review	
04-252B	08-17-2004	2	ADDITIONS	0		50		BARN	11-10-2009	NT			BP	Building Permits	
04-252A	08-17-2004	1	NEW CONST	16,000		50		BARN	01-31-2008	NT			NE	Measur+Visit - Card left	
01-114	07-05-2001	PP	PLUMBING PE	0		100		NEW HOME / OCCUPANCY:	07-19-2007	JD			50	Reval Review	
00-366	11-22-2000	WP	WORK PERMIT	0		100		NEW HOME / OCCUPANCY:							

LAND LINE VALUATION SECTION																															
B	Use Code	Description	Zone	LA	Land Type	Land Units	Unit Price	Size Adj	Site Index	Cond.	Nbhd.	Nbhd. Adj	Notes	Location Adjustmen	Adj Unit P	Land Value															
1	1010	Single Fam			Land	70,000	SF 2.37	1.00000	5	1.00	180	1.000			1.0000	2.37	165,900														
1	7130	Field Crps			Rear Acres	34,290	AC 5,000.00	1.00000	0	1.00		1.000	CATTLE		1.0000	3,350	114,900														
1	7140	Orch/Vnyds				3,000	AC 5,000.00	1.00000	0	0.85		1.000	POTENTIALLY BUILDABLE		1.0000	4,250	12,800														
1	4300	Tel X Sta			CIM Site	2,000	AC 5,000.00	1.00000	0	1.00		1.000	CELL TOWER LOT		1.0000	5,000	10,000														
Total Card Land Units 40.90 SF															Parcel Total Land Area 40.90															Total Land Value 303,600	

CONSTRUCTION DETAIL			CONSTRUCTION DETAIL (CONTINUED)		
Element	Cd	Description	Element	Cd	Description
Style:	04	Cape Cod			
Model	01	Residential			
Grade:	105				
Stories:	1.75				
Occupancy	1				
Exterior Wall 1	25	Vinyl Siding			
Exterior Wall 2					
Roof Structure:	03	Gable/Hip			
Roof Cover	03	Asph/F Gls/Cmp			
Interior Wall 1	05	Drywall/Sheet			
Interior Wall 2					
Interior Flr 1	14	Carpet			
Interior Flr 2					
Heat Fuel	03	Oil			
Heat Type:	05	Hot Water			
AC Type:	01	None			
Total Bedrooms	03	3 Bedrooms			
Total Bthrms:	2				
Total Half Baths	1				
Total Xtra Fixtrs	0				
Total Rooms:	6				
Bath Style:					
Kitchen Style:					
Basement	1	Area Full			

CONDO DATA			
Parcel Id	C	Owne	
Adjust Type	Code	Description	Factor%
Condo Flr			
Condo Unit			

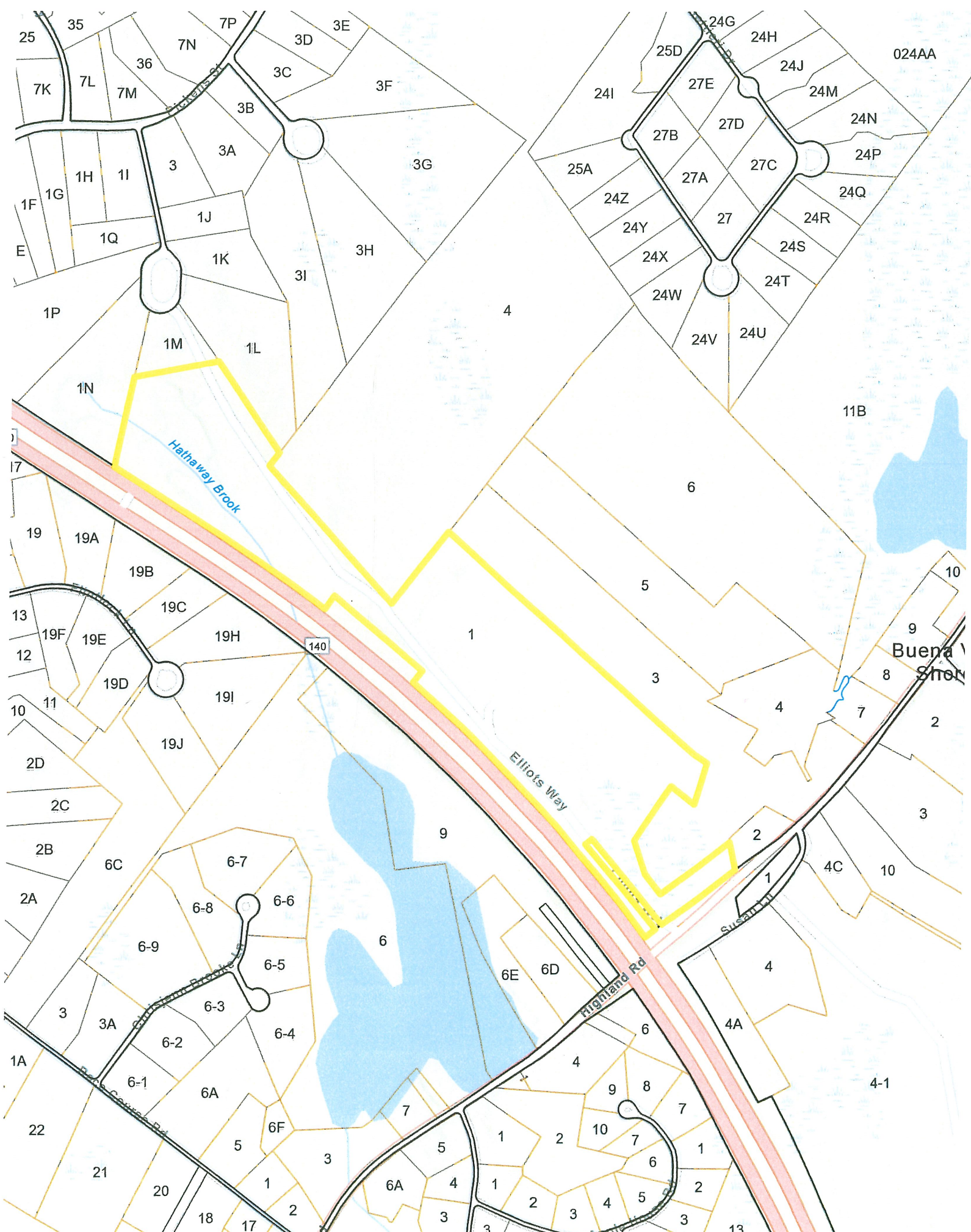
COST / MARKET VALUATION	
Building Value New	393,515
Year Built	2000
Effective Year Built	2006
Depreciation Code	A
Remodel Rating	
Year Remodeled	
Depreciation %	14
Functional Obsol	
External Obsol	
Trend Factor	1
Condition	
Condition %	
Percent Good	86
RCNLD	338,400
Dep % Ovr	
Dep Ovr Comment	
Misc Imp Ovr	
Misc Imp Ovr Comment	
Cost to Cure Ovr	
Cost to Cure Ovr Comment	

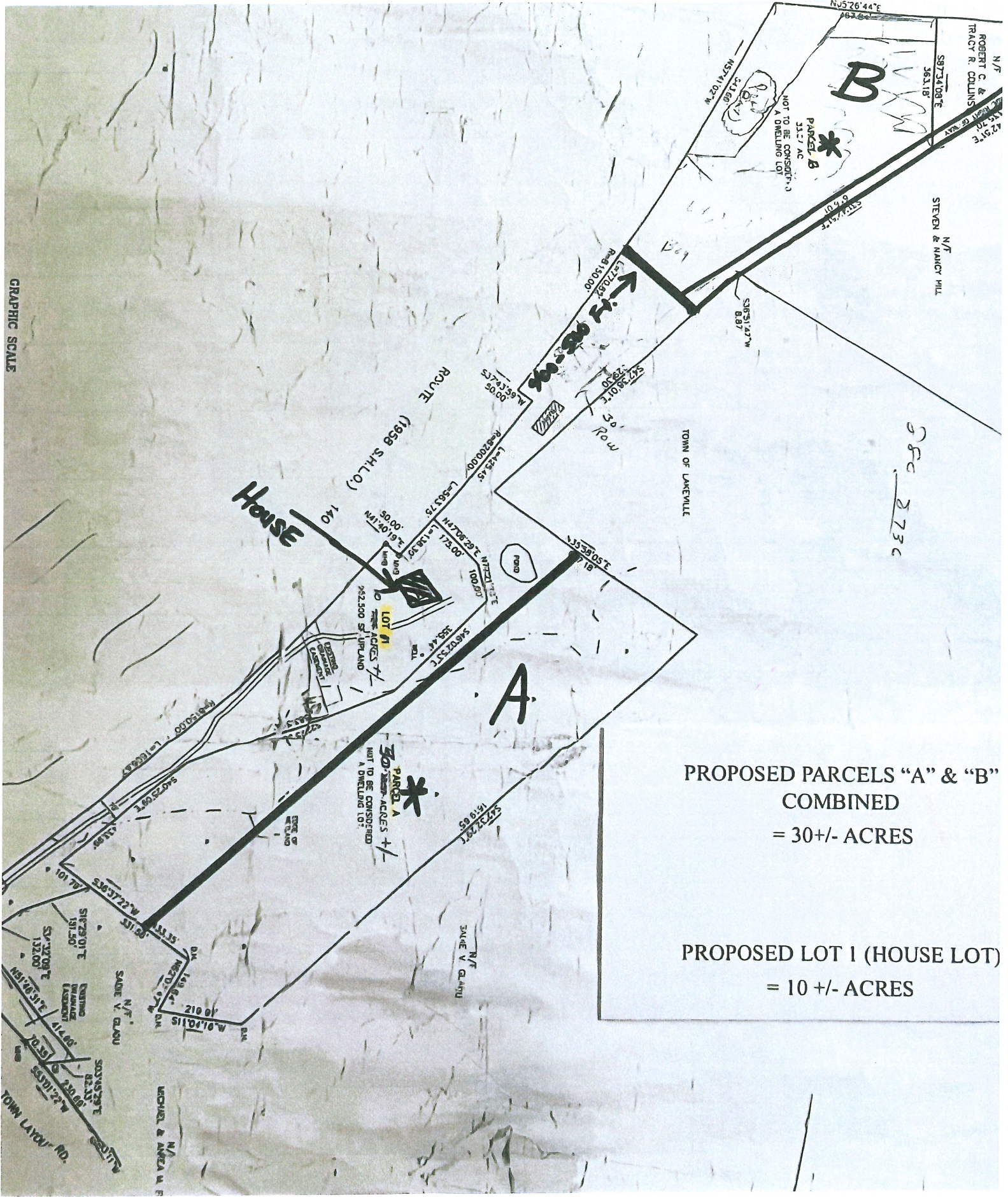


OB - OUTBUILDING & YARD ITEMS(L) / XF - BUILDING EXTRA FEATURES(B)										
Code	Description	L/B	Units	Unit Price	Yr Blt	Cond. Cd	% Gd	Grade	Grade Adj.	Appr. Value
BRN1	BARN - 1 STO	L	3,600	21.00	2004		75		0.00	56,700
BGR	BSMT GARAG	B	2	1792.00	2006		86		0.00	3,100
BRN1	BARN - 1 STO	L	360	21.00	2007		60		0.00	4,500
MSC2	EQUIPSHELL	L	1	30000.00	2010	A	60	A	0.00	18,000
MSC2	EQUIPSHELL	L	1	30000.00	2010	A	60	A	0.00	18,000
MSC2	EQUIPSHELL	L	1	30000.00	2010	A	60	A	0.00	18,000
FN4	FENCE-8' CH	L	2,500	16.00	2010		100		0.00	40,000
FND	FOUNDATION	L	200	12.00	2010		100		0.00	2,400
CTW	CELL TOWER	L	160	1120.00	2010		90		0.00	161,300
SHD1	SHED FRAME	L	64	14.00			60		0.00	500

BUILDING SUB-AREA SUMMARY SECTION						
Code	Description	Living Area	Floor Area	Eff Area	Unit Cost	Undeprec Value
BAS	First Floor	1,264	1,264	1,264	145.69	184,149
FGR	Garage, Attached	0	112	45	58.54	6,556
FOP	Porch, Open, Finished	0	264	53	29.25	7,721
TQS	Three Quarter Story	986	1,232	986	116.60	143,648
UBM	Basement, Unfinished	0	1,232	246	29.09	35,839
WDK	Deck	0	112	17	22.11	2,477
Ttl Gross Liv / Lease Area		2,250	4,216	2,611		380,390







580-2730

PROPOSED PARCELS "A" & "B"
 COMBINED
 = 30 +/- ACRES

PROPOSED LOT 1 (HOUSE LOT)
 = 10 +/- ACRES

GRAPHIC SCALE

TOWN OF LAKEVILLE

Community Preservation Committee Meeting Minutes August 1, 2023

On August 1, 2023, the Community Preservation Committee held a meeting at 7:00 PM at the Lakeville Police Station, 323 Bedford Street. The meeting was called to order at 7:00 PM by Chairman Nancy Yeatts. Community Preservation Committee Members present were Nancy Yeatts, Paula Houle, Michele MacEachern, Susan Spieler, Kathleen Barrack, Nancy LaFave, Barbara Standish. Open Space seat is vacant. Also present were Marc Resnick, Town Planner; Cathy Murray, Planning Board Clerk and Christina Cotsoridis, Assistant to Town Administrator. LakeCAM was recording the meeting for broadcast.

CPA Budget year end Budget Reports/CP1 & CP2 filings/CP3 filing/discussion

The Year End Budget was read by Member S. Spieler showing the fund has \$220,502.99, with \$215.55 delinquent payments, interest \$389.73, and an expense of \$1100 for minutes. Chairman Yeatts will put this back on the August 15th agenda to discuss the expense for the minutes along with the penalties and interest explanation. The Coalition sent an email regarding the state match. As of now, the match will be around 20 percent unless a supplemental distribution is secured through a separate bill in the fall.

The CP1 and CP2 have been filed by the Town and the CP3 needs to be submitted by the Committee. Member K. Barrack volunteered to do the CP3 and set up the account online.

Review Complete CPP, including Appendix/discussion/vote

The Committee never approved the finished Community Preservation Plan in its entirety.

Upon motion made by M. MacEachern and seconded by S. Spieler, it was:

VOTED: to approve the draft of the Community Preservation Plan as shown.
Unanimous in favor

Review 3 applications for CPA funding Step 2/discussion/possible vote

- Gravestone Repairs- Cemetery Commission \$10,000 – Marc Resnick presented the application on behalf of the Cemetery Commission for gravestone repairs at Thompson Hill Cemetery, which the Commission would like to get on the national registry. Colonial Stone did an assessment, and it was recommended to address a few critical stones towards the front of the property first. There are two slabs on the ground that are supposed to be on posts, and there are a couple of stones in the same vicinity that also need repair. They had been advised to focus on that area, as funding allows. This is the first step toward getting on the National Historic Register, but there is still more work that would need to be done.

Ms. MacEachern felt that this project and the next one should go together, because although separate, they both fall under the historic category. She stated that only a certain amount is allocated towards historic each year, and the rest would come out of the major pot. What she believes is that a lot of people want to see that pot grow because \$220,000 isn't going to go far towards a bigger ticket item. Her opinion is to look at them together for a determination.

After further discussion, Ms. Yeatts thinks that this should be decided by the Committee. Her opinion is departments have come forward with these projects and submitted their applications. Ms. MacEachern said her

recommendation would be to recommend one, with a portion going to the second one, rather than the full amount.

Ms. Barrack said there was a strong voice within the surveys that they fund local projects that are in place, rather than committing a large sum of money to a new project. She thought these projects were viable. Ms. Spieler said that ultimately it is up to the Town to decide how they want to spend the money. Ms. LaFave said they have the option to not fully fund, but CPC encouraged applicants to find other funding. This Historic Commission has done this and has funding from the Town and a grant from the Mass Historical Commission (MHC.) This funding is for a contingency and will only be used for something unexpected. Whatever is not used will come back to this Committee. She had no problem saving money for something important like a land purchase, but did not want people to think that the little projects aren't going to get consideration.

Ms. Yeatts said she thought the committee should be looking at each project individually. Mr. Resnick briefly discussed the timeline that would be needed for a land acquisition. Ms. Houle noted that she would like to see the piggy bank grow, but also help the different departments that need it.

Upon a motion by N. Yeatts ? and seconded by N. LaFave, it was:

VOTED: for the committee to look at each application separately

Roll Call Vote: P. Houle-aye; N. LaFave-aye; K. Barrack-aye; N. Yeatts-aye; B. Standish-aye; S. Spieler-aye; M. MacEachern-nay.

Upon a motion made by K. Barrack and seconded by M. MacEachern, it was:

VOTED: to recommend the gravestone repairs of \$10,000 be submitted to Town Meeting for approval.
Unanimous in favor

Historic Town House Roof Replacement – Lakeville Historical Commission \$30,000 – Christina Cotsoridis helped draft this application and stated the town allocated \$30,000 in 2020. They are working with RTA Architects in Marion who estimate the project won't cost more than \$60,000, but they won't really know until they do discovery, which is looking at the beams and rafters and underneath everything for other damage. The recommendation of the MHC was to apply to CPC for a contingency amount in the event the project runs over the \$60,000. The MHC grant money must be spent by the end of next June, so this project will be done either in the fall or the spring.

Ms. Houle asked what would happen to the funds if they are not used. Ms. Cotsoridis replied CPA money not be touched until they had expended the entire capital allocation and grant funds. Any portion not spend would go back into the CPA fund. Ms. Murray explained the process of how the funds are returned. Ms. Barrack added the Historic Town House is a really important building for the Town. She would not want to make a decision that would jeopardize that structure.

Ms. MacEachern said when looking at it, and knowing they did take this into consideration was reassuring. It is an important building but \$30,000 is a lot. She would have no problem putting \$12,106.62 towards the contingency, which is still \$10,000 above what the quotation is for. Ms. Yeatts said she was not willing to make a decision on exactly what is available for historic and not touching the big pot. She would rather have this project get done. She did not think the Committee as a whole had decided that. They need to do the projects that are in front of them now.

Ms. Houle thought the project was too important as a historical piece to even think that \$30,000 is a lot of money. It's a historic site; it's part of Lakeville; and it needs to be fixed. Ms. Yeatts noted that this building was also being used all the time.

Upon a motion by K. Barrack and seconded by P. Houle, it was:

VOTED: to recommend \$12,108 from the Historic category and the balance of the request from the reserve fund be submitted to Town Meeting for approval.

Roll Call Vote: P. Houle-aye; N. LaFave-aye; K. Barrack-aye; N. Yeatts-aye; M. MacEachern-nay; B. Standish-aye; S. Spieler-aye.

- John Paun Park Bathhouse-Lakeville Park Commission \$25,000 – Marc Resnick presented the project. There is an ongoing problem with the lack of bathrooms. The park is not accessible and has some drainage issues. The parking is not well organized or laid out. This grant application would fund a plan for the property to make these improvements and also design a bathroom building. Estimates could then be obtained, so it could be put out to bid. They would be applying to other grant programs to fund the construction. The CPA funds are needed to do the design. Mr. Resnick said that the entire property will have to be surveyed with grades because they have to make it accessible. They have to design a septic system, and have an architect design an accessible building with bathrooms and a storage area. He noted that ARPA funds are being used to extend the drinking water to the site from Blueberry Estates. This is also in the design process.

Ms. MacEachern asked once this was all constructed, what was the plan for the ongoing upkeep. Mr. Resnick stated that the Park Commissioners work with the Public Works Department on maintaining all the parks. Ms. Houle clarified that currently the Park Commission, is splitting the costs of maintaining the port-a-pots with the league.

Ms. MacEachern asked if she thought the Enterprise Fund will be able to foot the bill for any necessary maintenance. Ms. Houle said it is her understanding the maintenance that goes forward belongs to the Town. It includes cutting the grass and fixing the buildings. She was unsure if the teams will be charged for any kind of cleaning, and that is to be seen. If the teams are going to be using them, the money has to come from somewhere.

Ms. MacEachern asked if the engineering plan was a flat \$25,000 with no flexibility. Mr. Resnick replied that should be more than enough to cover the cost. He thought it would be in the range of \$22,000-\$25,000. Ms. Standish said this would take out \$22,106 from this pot, with the remaining \$2,894 coming out of the Reserve. Ms. Yeatts said that was correct. She thought it was a small amount and didn't have a problem pulling out these small amounts from the Reserve.

Upon a motion by K. Barrack and seconded by N. Yeatts. ? It was:

VOTED: to recommend to Town Meeting the revitalization project for John Paun Park with Open Space funding to be \$22,106 and the CPA reserve fund of \$2,894 for approval.

Roll Call Vote: P. Houle-aye; N. LaFave-aye; K. Barrack-aye; N. Yeatts-aye; B. Standish-aye; S. Spieler-aye; M. MacEachern-nay.

Upon motion by N. LaFave and seconded by B. Standish, it was:

VOTED: to approve the minutes as amended for March 20, 2023, with the correction of spelling of Spieler on page 2.
Vote: P. Houle-Abstain; N. LaFave-Aye; K. Barrack-Aye; N. Yeatts-Aye; B. Standish-Aye; S. Spieler-Aye; M. MacEachern-Abstain

Upon motion by M. MacEachern and seconded by S. Spieler, it was:

VOTED: to approve the minutes of April 4, 2023, as drafted.
Unanimous in favor.

Upon motion by K. Barrack and seconded by P. Houle, it was:

VOTED: to approve the minutes of May 30, 2023, with the changes as noted.
Vote: P. Houle-Aye; N. LaFave-Aye; K. Barrack-Aye; N. Yeatts-Aye; B. Standish-Aye; S. Spieler-Abstain; M. MacEachern-Abstain

Old Business

Next agenda Chairman Yeatts will bring 2/29/22 minutes to the next meeting. The minutes that were tape recorded on 1/18/23 minutes needed to be approved as drafted with missing information since the tape has been erased.

Upon motion by M. MacEachern and seconded by N. LaFave, it was:

VOTED: to approve the minutes of 1/18/23 as drafted.
Vote: P. Houle-Abstain; N. LaFave-Aye; K. Barrack-Aye; N. Yeatts-Aye; B. Standish-Aye; S. Spieler-Aye; M. MacEachern-Aye

Next Meeting: August 15, 2023 at 7 pm.

Amy Knox from Open Space only had a one-year term. Open Space needs to nominate someone for the Select Board to appoint for the next meeting.

ADJOURNMENT:

Upon motion of P. Houle and seconded by N. LaFave, the committee voted unanimously to adjourn the meeting at 8:16 pm.

TOWN OF LAKEVILLE

Community Preservation Committee Meeting Minutes August 15, 2023

On August 15, 2023, the Committee Preservation Committee held a meeting at 7:00 PM at the Lakeville Police Sation, 323 Bedford Street. The meeting was called to order at 7:00 PM by Chairman Nancy Yeatts. Community Preservation Committee Members present were Nancy Yeatts, Paula Houle, Michele MacEachern, Susan Spieler, Kathleen Barrack, Nancy LaFave. Absent were Barbara Standish, Amy Knox. Also present were Marc Resnick, Town Planner and Cathy Murray, Planning Board Clerk. LakeCAM was recording the meeting for broadcast.

CPA Budget review and clarification/CP3 filing update

CPA Budget Review: Mr. Resnick reported the Community Preservation fund has received \$200,000 in last year's receipts from collections from 12 months ending June 30th. Penalties and interest were subtracted and should have been added and earnings on investment show a negative but is really a plus which brings the account to \$221,056.21. He will get an update regarding the penalties and interest at the next meeting.

CP3 Filing Update: Member K. Barrack spoke with the Coalition to assist in enrolling on the state website to file the town's CP3. Since we do not have any projects approved at Town Meeting, it was advised not to enter anything on the website. Member K. Barrack verified this information with the town accountant. The Department of Revenue has updated our CP3 form with notes that we do not have any approved projects, and this will not jeopardize our state match. Once any projects are approved at Town Meeting, they will need to be entered into the website which are not due until next September.

CPA Professional services/discussion/possible vote

A question was raised at the last meeting regarding the line item in the budget regarding secretarial services for meeting minutes in the amount of \$1100.00. There was a discussion as to what the committee was told by Select Board member Rich LaCamera that the town would be providing secretarial services, and they would not be charging for it. The town had offered to give the committee \$5000 for administrative services but the CPC decided to ask the town to pass the budget so administrative costs could come out of the budget. The monthly budget report didn't show professional service fees coming out each month and only showed up in the Year-to-Date report in July. This conflicting information added to the confusion as to whether the town is paying for the services or coming out of the CPC budget. Mr. Resnick will make sure that the fees come out on a timely basis, so it is shown throughout the year. Committees that have separate funding sources are the only committees that are charged for minutes. Member S. Spieler suggested that the CPC do their own minutes rather than pay someone to do them and come out of the budget. Any money not used for administrative expenses at the end of the year goes back into the reserve fund. A vote will be taken at the next meeting on whether a member will be taking the minutes or continue to pay out of the Community Preservation administrative budget.

Process for Accepting Future Project Applications/discussion/possible vote

Member M. MacEachern presented materials regarding a process for accepting future project applications. At the last meeting, three projects were approved to go to Town Meeting for funding and the checklist was not used nor was the Coalition sent the applications to be reviewed. Stuart from the Coalition was consulted and advised there should be a breakdown of every line item in the budget to make sure it meets the criteria for funding. We didn't receive any actual quotes for work on the Step 2 applications which is listed as criteria on the application. A blanket amount should not be listed on the application without the backup showing where the money is being spent.

The Committee discussed whether the Coalition should be reviewing the applications. It's a service the coalition provides as part of our dues and should be utilized, especially it being the first time the CPA projects are going to Town Meeting. The checklist needs to be used when reviewing projects and check boxes added to the checklist.

Upon motion made by M. MacEachern and seconded by S. Spieler, it was:

VOTED: to add to the general evaluation criteria checklist a checkbox "should this project be reviewed by the Coalition".

Unanimous in favor.

Mr. Resnick and Chairman Yeatts will draft a handout for the town meeting for explanation of each project and bring to the next meeting for review.

Signs Identifying CPA funded projects/discussion/possible vote

There was a discussion about ordering standard signs for approved projects during construction. Mr. Resnick will get some examples/designs to bring to the next meeting for review.

Approved Minutes of September 29, 2022

Upon motion made by N. LaFave and seconded by M. MacEachern, it was:

VOTED: to approve the minutes of September 29, 2022. Abstain, P. Houle, K. Barrack.

Next Meeting

Tuesday, October 17, 2023, at 6:30 pm.

Adjournment

Upon motion made by N. LaFave and seconded by P. Houle, the Committee voted to adjourn at 8:07 pm.

TOWN OF LAKEVILLE

Community Preservation Committee Meeting Minutes October 17, 2023

On October 17, 2023, the Community Preservation Committee held a meeting at 7:00 PM at the Lakeville Police Station, 323 Bedford Street. The meeting was called to order at 7:00 PM by Chairman Nancy Yeatts. Community Preservation Committee Members present were Nancy Yeatts, Paula Houle, Michele MacEachern, Susan Spieler, Kathleen Barrack, Nancy LaFave, Amy Knox, and new member John Lucey. Absent: Barbara Standish. Also present were Marc Resnick, Town Planner and Cathy Murray, Planning Board Clerk.. LakeCAM was recording the meeting for broadcast.

Ms. Yeatts introduced the newest member of the Committee, Mr. John Lucy. She advised that Mr. Lucey was bringing housing experience to the Committee which is something that had been lacking.

Budget Report

Chairman Yeatts presented the Budget Report that was received today from the Town Accountant even though they are having issues with the software. The report can be reviewed at the Committee's leisure.

CPA professional services/discussion/possible vote

A decision was never made at the last meeting regarding hiring someone to do the Committee minutes or to elect a committee member. After some discussion, Member S. Spieler volunteered to do the minutes. Ms. Yeatts said there are parameters for the minutes. She should speak to the Town Clerk, Ms. Lillian Drane, to see if there were guidelines she could give her. Other members also volunteered to rotate. It was discussed who would do the Treasurer's Report. Ms. Yeatts said she did not mind doing the Treasurer's Report as she had done it previously.

Upon motion by M. MacEachern and seconded by P. Houle, it was:

VOTED: S. Spieler to be the Secretary to take the minutes.
Unanimous in favor.

Upon motion by K. Barrack and seconded by S. Spieler, it was:

VOTED: to remove S. Spieler as Treasurer.
Unanimous in favor.

Review Town Meeting article & recommended projects/discussion

The Committee discussed the Warrant Article for the Community Preservation projects to be presented at Town Meeting. All three projects are on the warrant as one Article. In order to separate each project either an amendment would need to be made on Town Floor or each item would need to be held as they are read at town meeting. Members discussed if the Warrant had been finalized yet by the Select Board, or if they would be able to change it.

Upon motion by M. MacEachern and seconded by P. Houle, the Committee voted unanimously to have M. MacEachern check with Town Clerk, Lillian Drane, to see if the projects can be separated before final Warrant is approved, or if it has to be done as a motion on Town Meeting floor.

Ms. Yeatts said she had received an email regarding quotations. They hadn't had one in writing from Zenith Consulting Engineers (ZCE) who had since gone to the Parks Department, John Paun Park and had come up with this. This afternoon Member M. MacEachern received a quotation from another firm that had been distributed. She advised that the quote from Zenith is the one that was done for the Park Department originally, but it did not seem to be in writing.

Ms. MacEachern explained that as they didn't have any quotations to go off originally when these were recommended for Town Meeting and considering they just got this from Zenith yesterday and it was in the same amount they were moving forward with at Town Meeting, it struck her as odd, as they hadn't seen any figures previously. She reached out to another company that wouldn't be as familiar with the project. That estimate came back in the \$15,500 range. The reason she did not vote to recommend this project was because the exact cost was not known. This would still have to go out to bid, but knowing there is a potential it could come under \$20,000, she would feel better about designating the allocation for Open Space and Parks.

Ms. Yeatts noted that Ms. MacEachern had not brought up anything in regards to the written appraisals until the meeting after. She replied they had said they didn't know exactly how much it was to be and that \$25,000 was a broad number, and there were no documented quotations. They had a checklist that they did not even go by. Ms. Yeatts thought they had all individually gone through the checklist. ZCE went out on site previous to this, and this is an after the fact in writing. Ms. Barrack asked if it was a function of the Committee to get bids on projects.

Mr. Resnick replied it was not. If projects are funded, proponents have to follow procurement policies. Zenith walked through the site with him and a Park Commission member. It was based on that, they gave him the estimate of \$25,000. The Parks Commission would still have to follow the procurement policy for engineering services in order to hire somebody. The number could work but getting proposals is beyond the scope of the Committee. He understood the point that it may be less, but when it's time to procure this, the Park Department will have to go through that process.

Ms. Yeatts said the Committee had already voted for the \$25,000 for John Paun Park, and it is on the Warrant. It will be up to the Park Department to decide which firm they would use if the project is approved at Town Meeting. Mr. Lucey asked where the original \$25,000 amount had come from. Mr. Resnick said it was from ZCE. They are a local engineering firm that is reasonably priced and quite professional in the work they do. He felt the price proposal would be more than adequate and the Parks Commission reviewed and approved it.

Ms. Houle said she did have some questions, but what comes before the Park Commission will be which contract is best for them. She asked if item number 2 is referring to prevailing wage. This is not itemized. After further discussion, Ms. Yeatts called for a point of order. They did not need to talk about the differences between the two because it is not their job. Ms. Houle agreed but noted that she wanted people to look at it and recognize there is a difference in the contract. Mr. Lucey asked for a clarification that the Committee did not have supervisory responsibility. Ms. Yeatts said they will see how the money is paid out.

FreeLake Youth Softball representative Glenn Gussis, along with other members of the board and league, spoke to the Committee. They see that progress is being made at John Paun Park and want to do what is possible to see the improvements through for the Park. They use the Park seven to eight months out of the year, and have 200+ at some given times. They haven't had a consistent set of bathrooms or running water and bathrooms for the girls and their families that are coming to the Park.

Review Handouts for the Town Meeting

Chairman Yeatts put together a handout for town meeting explaining each project for the Committee to review. She also handed out the CPA brochure that has been used in the past. The Committee discussed using the left-over brochures to leave on the tables at Town Meeting. Chairman Yeatts said they vote on it separately, beginning with the handout. Ms. LaFave said that in regards to the Town House roof, it was red cedar not white cedar. There had been an error when it was submitted. Ms. MacEachern suggested being more specific on the gravestone project, so people would understand this is potentially part of other repairs. Mr. Resnick said he could draft a couple of additional sentences. Ms. Yeatts preferred that everything they do comes from the applicants and not them. She will contact Joan Morton to get a better description on the cemetery project.

S. Spieler suggested printing the handouts double sided to save paper. It was decided that each committee representing a project will need to speak at Town Meeting regarding the projects to be voted on.

Upon motion by M. MacEachern and seconded by N. LaFave, it was:

VOTED: to approve the handout for Town Meeting as amended changing the description on the historic roof to red cedar shingles, contact Joan Morton to write a better description of the gravestone repairs, and double side the handouts.
Unanimous in favor.

Schedule for the next funding cycle/discussion/possible vote

Mr. Resnick discussed with the Committee having a few meetings over the winter to update the plan, add a section for approved projects, any other language change, and if they want to have similar funding cycle for Fall Town meeting. There was a discussion to have a public hearing at the end of January to get feedback and update the plan if needed. Ms. MacEachern would also like to see the hearing information shared on the Town's Facebook page for more community visibility.

The Committee also discussed when the Committee reorganizes, which would be sometime in July.

Set date for next meeting/discussion/possible vote

Tuesday, December 5 at 7 pm and Wednesday, January 10 at 7 pm.

ADJOURNMENT

Upon motion made by M. MacEachern and seconded by P. Houle, the Community Preservation Committee voted unanimously to adjourn at 8:05 pm.