

Community Preservation Committee
September 19, 2018
Volunteers Room, Harvard Town Hall

Attendees: John Lee, Beth Williams, Didi Chadran, Erin McBee, John Mark Walker, Jo Ward, Pam Marston

Absent: Fran Nickerson

Guests: Bob O'Shea & Doug Thornton – Harvard Parks & Recreation Commission

The meeting convened at 7:33 PM.

Minutes from August 15, 2018 meeting were approved, as amended.

1. Peer Committee Joint Planning Guest: Park & Recreation Commission: Doug Thornton, Chair of the Park & Rec Commission and Bob O'Shea discussed what's currently going on with Park & Rec. The finances were in disarray due to the Beach and Park & Rec using 2 accounting reporting systems. Bob has put all transactions on one system (UniPay). With the new UniPay system, in place income will now have accurate reporting. They also presented a view of potential projects which might be able to utilize CPC funding (as follows):
 - Canoe/Kayak kiosk – Due to lack of space, many residents are not able to get a rack at the pond. This may alleviate the problem. The proposal is to have a rack of 25 rental canoes/kayaks/paddle boards available for a nominal fee. The town would own the boats and rent them out via a kiosk. Approximate cost of \$5,000 - \$10,000 for this system.
 - Park & Rec land between the General Store and Congregational Church – the land between to 2 buildings outside the cemetery is Park & Rec land. After the filming, Park & Rec proposes putting a stone patio between the General Store and the entrance to cemetery. Park and Rec would work with Historic Commission for the creation of this park.
 - Ann Lee Road field – the softball field will be renovated and brought back into useable shape. Rotate diamond, fencing and sand for the infield. Approximate cost of \$40,000.
 - Restoration of the Bromfield Stone Wall – continuation of the restoration of the stone wall along Massachusetts Avenue to Pond Road. Wall may need to be shorter this currently is due to proposed sidewalk to be installed along Pond Road.
 - Fitness Course at McCurdy Track
 - Renovation of the Beach House at Bare Hill Pond

Park & Rec will prioritize these proposed projects and submit applications to CPC when ready.

2. Treasurer's Update: David Nalchajian has not sent John monthly reports regarding CPC funds. All sunseted projects (Harvard Park Trail, Hildreth House windows, etc.) have been transferred back to the funding source, giving CPC an approximately additional \$46,000 (restricted funds). CPC has approximately \$208,000 for distribution. John has submitted the CP3 reports to the Community Preservation Coalition.
3. Public Comment: No Public Comment.
4. Applications Received to Date: Two applications received so far.
 - a. Bromfield School Turf Project (amount to be submitted at later date).
 - b. Harvard Historic Commission to complete the restoration of the Bromfield wall along Mass Ave. (\$89,200).
 - c. Conservation Commission

Deadline for submission of all applications is 4:00PM on Thursday, October 11, 2018.
5. Annual Calendar: Didi presented the proposed Annual Calendar for the upcoming grants and meetings. This will be discussed at the next meeting.

Date	Meeting Focus	Objectives	Notes
September 19, 2018	Parks & Rec coordination	Develop a view of Park & Rec development priorities; seek the group's commitment to assigning a CPC rep	We should also decide our schedule for submitting FY20 grant recs and vote our slate of officers for FY19
October 17, 2018	Grant applicant presentations	Begin the process of hearing groups pitch their applications	We'll know by 10/11 whether we need to schedule 2 presentations or schedule additional meetings to hear everyone.
November 21, 2018	Grant applicant presentations	Continue to hear application pitches	
December 19, 2018	Draft slate of ATM recommendations	Draft reports to – and as needed appear before - Select Board, FinCom	
January 16, 2019	Final slate of ATM recommendations		
February 20, 2019	Begin prep work for ATM	Finalize CPC Report for FinCom book, reviews ATM motions	

March 20, 2019			
April 17, 2019			
May 15, 2019			
June 19, 2019			
July 17, 2019			
August 21, 2019			

6. Action Items:

- a. John Mark to draft proto for CPC sponsorship banner/plaque prior to next meeting.
- b. Coalition and Trust for Public Land Project to collect information to create and online, interactive map of every parcel acquired with statewide CPA funds. Didi will work with the Conservation Commission to compile data for this project and contact Lisa A (Harvard Press) for photos.
- c. Bob O'Shea and Doug Thornton to find representation from Park & Rec to CPC.

Next CPC meeting scheduled for Wednesday, October 17, 2018 at 7:30pm in Volunteers Room, Harvard Town Hall.

Meeting was adjourned at 9:08 pm.