

MEETING WILL BE BROADCAST LIVE ON: VERIZON CHANNEL 38,
COMCAST CHANNEL 11, AND THE ZOOM VIRTUAL PLATFORM
AT:

<https://us02web.zoom.us/j/82948595529?pwd=b2NxOU9IdVRrdWxlUHFvT0kyVFlvUT09>

MEMBERS OF THE PUBLIC MAY PARTICIPATE IN THE PUBLIC
MEETING BY CONNECTING THROUGH THE ZOOM LINK ABOVE
OR:

Meeting ID: 829 4859 5529

Password: 617589

**COMMUNITY PRESERVATION COMMITTEE
(ANNUAL TELEVISED MEETING)
Thursday, October 7, 2021 Veteran's Memorial Building, 7:00 P.M.
VIRTUAL ZOOM
AGENDA**

7:00 p.m. Presentation by Nathan Maltinsky, Chair

Updates on CPC Funded Projects

CPA - Fund Update

7:20 p.m. **Oak Grove Farm Playground Submittal**
Steve MacInnes, Oak Grove Farm Commission

Other Business: Introduction of New CPC Members:
James Lederer – Conservation Commission Rep.
Alan Handel – Planning Board Rep.

Payroll/Bills Payable Signatories (FY22)

Approval/Acceptance of remote Minutes from June 3, 2021

Scheduled Meeting(s):

Note(s): Fall Town Meeting – Monday, 11/8/2021

Correspondence
Bills

Camille Standley is inviting you to a scheduled Zoom meeting.

Topic: Camille Standley's CPC Zoom Meeting

Time: Oct 7, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82948595529?pwd=b2NxOU9IdVRrdWxlUHhvT0kyVFhVUT09>

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One tap mobile

+13017158592,,82948595529#,,, *617589# US (Washington DC)

+13126266799,,82948595529#,,, *617589# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

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Find your local number: <https://us02web.zoom.us/j/82948595529?pwd=b2NxOU9IdVRrdWxlUHhvT0kyVFhVUT09>



TOWN OF MILLIS

Nathan Maltinsky, *Chair*
Wendy Barry, *Treasurer*

COMMUNITY PRESERVATION COMMITTEE

900 Main Street • Millis, MA 02054
Phone: 508-376-7045
Fax: 508-376-7053

Camille Standley
Administrative Assistant
cstandley@millisma.gov

NOTICE OF PUBLIC HEARING

The Millis Community Preservation Committee will hold a remote public hearing on Thursday, October 7, 2021, at 7:00 p.m. via ZOOM platform. The agenda with login information will be posted on the Community Preservation's webpage (<https://www.millisma.gov/community-preservation-committee>) 48 hours prior to the public hearing. The purpose of this hearing is to obtain comments from the public on issues related to the Community Preservation Fund.

Nathan Maltinsky
Chair

September 20, 2021
September 27, 2021

**TOWN OF MILLIS
COMMUNITY PRESERVATION FUND
THROUGH 08/31/2021**

TOTAL CASH RECEIVED FY 2008	\$101,695.01
TOTAL CASH RECEIVED FY 2009	\$179,671.27
TOTAL CASH RECEIVED FY 2010	\$145,237.14
TOTAL CASH RECEIVED FY 2011	\$138,468.83
TOTAL CASH RECEIVED FY 2012	\$137,684.53
TOTAL CASH RECEIVED FY 2013	\$142,525.75
TOTAL CASH RECEIVED FY 2014	\$178,900.71
TOTAL CASH RECEIVED FY 2015	\$164,736.51
TOTAL CASH RECEIVED FY 2016	\$169,675.91
TOTAL CASH RECEIVED FY 2017	\$169,543.82
TOTAL CASH RECEIVED FY 2018	\$177,319.91
TOTAL CASH RECEIVED FY 2019	\$195,481.22
TOTAL CASH RECEIVED FY 2020	\$233,675.44
TOTAL CASH RECEIVED FY 2021	\$268,340.40
TOTAL CASH RECEIVED FY 2022	\$55,508.22

TOTAL LIFE TO DATE **\$2,458,464.67**

FY 2022	06/30/21	appropriation	transfer	08/31/21
RESERVED FOR OPEN SPACE	\$25,998.56	\$25,098.00	\$0.00	\$51,096.56
RESERVED FOR HISTORIC RESOURCE	\$77,397.37	\$29,098.00	\$0.00	\$106,495.37
RESERVED FOR COMMUNITY HOUSING	\$129,078.00	\$25,098.00	\$0.00	\$154,176.00
BUDGETED RESERVE	\$0.00	\$80,000.00	\$0.00	\$80,000.00
UNDESIGNATED FUND BALANCE 06/30/2021	\$788,340.38			\$618,211.13
TOTAL	\$1,020,814.31	\$159,294.00	\$0.00	\$1,009,979.06

FY 2022	07/01/21 BUDGETED	EXPENDED	08/31/21 AVAILABLE
OPERATING BUDGET			
SALARY BUDGET	\$6,274.50	\$497.70	\$5,776.80
EXPENSE BUDGET	\$6,274.50	\$0.00	\$6,274.50
LONG TERM DEBT PRINCIPAL	\$20,000.00	\$20,000.00	\$0.00
SHORT TERM DEBT PRINCIPAL	\$0.00	\$0.00	\$0.00
LONG TERM DEBT INTEREST	\$9,950.00	\$5,225.00	\$4,725.00
SHORT TERM DEBT INTEREST	\$0.00	\$0.00	\$0.00
SUB-TOTAL	\$42,499.00	\$25,722.70	\$16,776.30
ARTICLES			
NIAGRA FIRE HOUSE PHASE 4	\$11,333.79	\$0.00	\$11,333.79
HOUSING PRODUCTION	\$0.00	\$0.00	\$0.00
NIAGARA HALL RECORD PRESERVATION	\$6,317.55	\$0.00	\$6,317.55
DIGITIZATION OF HINDY ROSENFELD COLLECTION	\$161.06	\$0.00	\$161.06
PRESERVATION & REHAB H.F. WALLING MAP	\$600.00	\$0.00	\$600.00
MEMORIAL FIELDS IMPROVEMENTS PROJECT	\$49.99	\$0.00	\$49.99
PRESERVATION & REHAB H.F. WALLING MAP	\$52.20	\$0.00	\$52.20
MILLIS HS DUGOUT PROJECT	\$4,192.15	\$1,165.01	\$3,027.14
SUB-TOTAL	\$22,706.74	\$1,165.01	\$21,541.73
TOTAL OPERATING BUDGET & ARTICLES	\$65,205.74	\$26,887.71	\$38,318.03

Millis CPC

Prepared By: Oak Grove Farm Commission

Property Address: Oak Grove Farm Playground 410 Exchange Street St Millis MA 02054

Statement of Need: The Oak Grove Farm Playground base, footing and border timbers pose significant safety risks to the children using the playground. The base and footing have developed uneven surfaces that make it most difficult for individuals that may have physical limitations or challenges, but can be tricky for all to navigate. There are exposed roots from trees and inadequate depth of footing under equipment to cushion possible falls. This lack of footing also impacts the ability of many children from reaching the swings, or when going down a slide from being able to stop themselves with their feet before they hit the ground. The mats under the swings and landing areas are exposed causing possible tripping hazards. The wooden timbers surrounding the playground have shifted; many are not straight causing the border wall to lean. Some of these timbers are rotted and are loosely connected. The step down from these borders to the playground is significant even for adults, due to the base and footing that have sunk far below the appropriate level. The current condition of the playground footing and border timbers need to be upgraded and improved. There is not a handicap access to the playground itself. We would like to include a handicap access in a renovation, this is a need for the playground to be accessible for all. Please see attached photos and sketch plan.

Narrative: This proposal addresses an existing recreation space that is greatly used by many children and adults from the Millis community, visitors from other communities, as well as a meeting place for local children's groups. These improvements will make the playground safe for all users.

The Oak Grove Farm Playground was designed, built and first dedicated in June of 1991. It became a place for children to gather and play with peers, the equipment and for gathering of families. The Oak Grove Farm Commission maintained the equipment and footing through the Oak Grove Farm yearly budget as best they could until some of the equipment became unsafe. The playground was closed for a time by the OGFC's concern due to those needed repairs and in order to make the area safe. A citizens group fund raised and were able to complete a renovation of the playground in 2007. Again the Oak Grove Farm Commission took over the responsibility and cost of maintaining the equipment and footing of the playground from their yearly budget. Throughout the years there have been repairs or replacement of items to the playground structures by the OGFC and multiple deliveries of footing to the playground to keep the level to the necessary amount to keep it safe. In both of these builds/renovations there was not a maintenance budget established for the playground. In recent years the footing has become an increasing issue; either because of poor drainage, root exposure and the need for a large amount of playground footing approved materials. The timbers are in poor condition to support the border. Unfortunately just adding footing will not solve the problem. The timbers and the footing base of the playground need to be addressed as well. The OGFC has been working on a plan to improve the safety of the playground. To that end OGFC has met with a playground installer for recommendations, an engineer, Town Administrator, DPW Director, the CPA and CPC. There has been agreement on the current condition of the playground and the need for improvements.

The Oak Grove Farm Commission with the Town of Millis is soliciting quotes for playground renovation at the existing Oak Grove Farm Playground located at 444 Exchange Street, Millis, MA 02054. Quotes must include prevailing wage rates. Companies must be fully insured/certified in playground structures/installation.

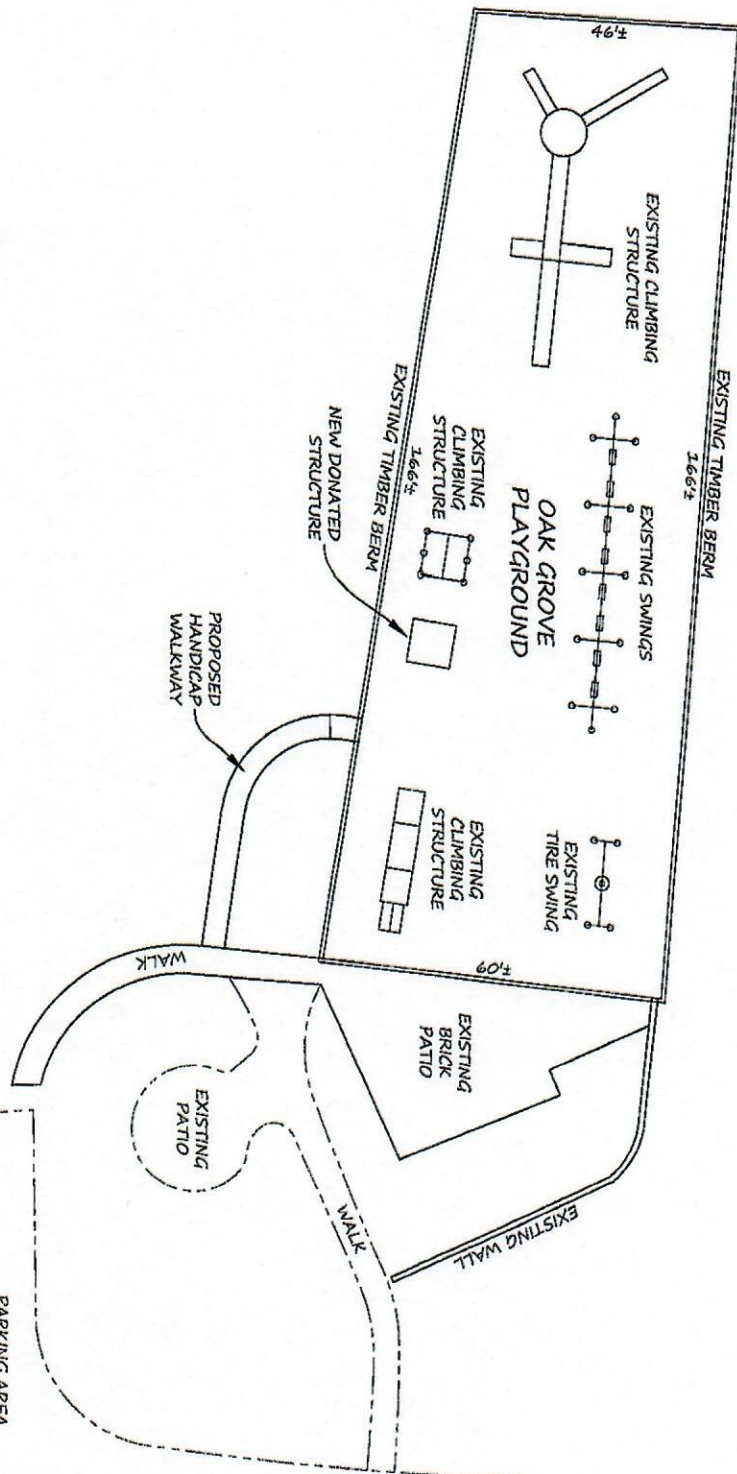
Below is a list of the expected work.

	Cost
1. Remove and dispose of existing wooden edge timbers. (3 timbers high 440' around playground 1300' approx. total)	\$_____
2. Remove and replace 5-6 brick rows near pergola for installation of new timbers	\$_____
3. Excavate the existing play area and around structures, 16" from finish grade and dispose of all material off sight.	\$_____
4. Install handicap ADA 4'x35' stone dust walkway, from existing walkway to new timber wall. Please see map for location. Walkway should have a concrete turning pad (ADA regs) outside of new timber wall, with opening of 4' in wall for access.	\$_____
5. Supply and install 4" of ¾" stone between 2 layers of filter fabric.	\$_____
6. Supply and Install 6"x6" southern yellow pine smooth finish timbers (3 timbers high 440' around playground 1300' approx.total) Secured with timber screws, top row to be chamfered and screws to be recessed and plugged.	\$_____
7. Supply and install 600 cubic yards of wood fiber certified engineered playground safety surfacing in playground area.	\$_____
8. Supply and install safety mats under the 4 large swings and the fire swing. (4 8- 3' X 5' X 2" thick) (1- 6' X 5' x 2" thick)	\$_____
9. Supply and install loam and seed on outside of new timbers and walkway.	\$_____
Total	\$_____

OAK GROVE FARM PLAYGROUND WORK

Description of Work	Estimated Cost*
1. Remove and dispose of the existing perimeter wooden timber edging. (3 timbers high 440' around playground 1,300' approx. total)	\$ 9,900.00
2. Remove and replace 5-6 brick rows near the pergola for the installation of the new timbers.	\$ 3,600.00
3. Excavate the existing play area and around structures, 16" down from finish grade and dispose of all material off site.	\$ 29,556.00
4. Install handicap ADA 4' X 35' stone dust walkway from the existing walkway to new timber wall. Please see map for location. Walkway should have a concrete turning pad (ADA regs) outside of new timber wall, with opening of 4' in wall for access.	\$ 3,200.00
5. Supply & install 4" of 3/4" stone between 2 layers of filter fabric.	\$ 22,500.00
6. Supply & install 6" X 6" southern yellow pine smooth finish timbers. Three timbers high 440' around the playground (1,300' approx. total) Secured with timber screws, top row to be chamfered and screws to be recessed and plugged.	\$ 16,300.00
7. Supply & install 600 cubic yards of certified* woodfiber, in the play area covering safety zones with sufficient surfacing.	\$ 34,200.00
8. Supply & install safety mats under the four large swings (8- 3' X 5' X 2" thick) and one under the tire swing (1- 6' X 5' x 2" thick).	\$ 2,750.00
9. Supply & install loam and seed outside the new timbers and walkway. ALLOWANCE	\$ 5,000.00

- * Contractor must provide an IPEMA certificate for the woodfiber playground surfacing
 - * Company should provide a certificate of insurance showing proof of required coverage limits and specifically state it covers playground work.
 - * Crew on site should include at least one playground safety inspector during construction.
 - * Quote must include prevailing wage rates.
 - * Contractor must provide five references for projects completed within the last 12 months.
 - * Contractor must provide a Certified Safety Playground Inspector Certificate for the staff member on site.
 - * Estimated costs are based on current prices from suppliers and are subject to change.
- Prevailing wage is based on \$ 61.84 per hr. Increase in costs /prevailing wages would increase the bid price.



730 MAIN STREET
SUITE 2C
MILLIS, MA 02054
508-376-8833(6)
SHEET 1 OF 1



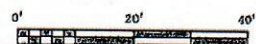
LEGACY
ENGINEERING

OAK GROVE FARM
PLAYGROUND
SKETCH PLAN
OF LAND IN
MILLIS, MA

PLAN DATE: SEPTEMBER 15, 2021

REVISION	DATE	BY

PLAN SCALE: 1" = 20'







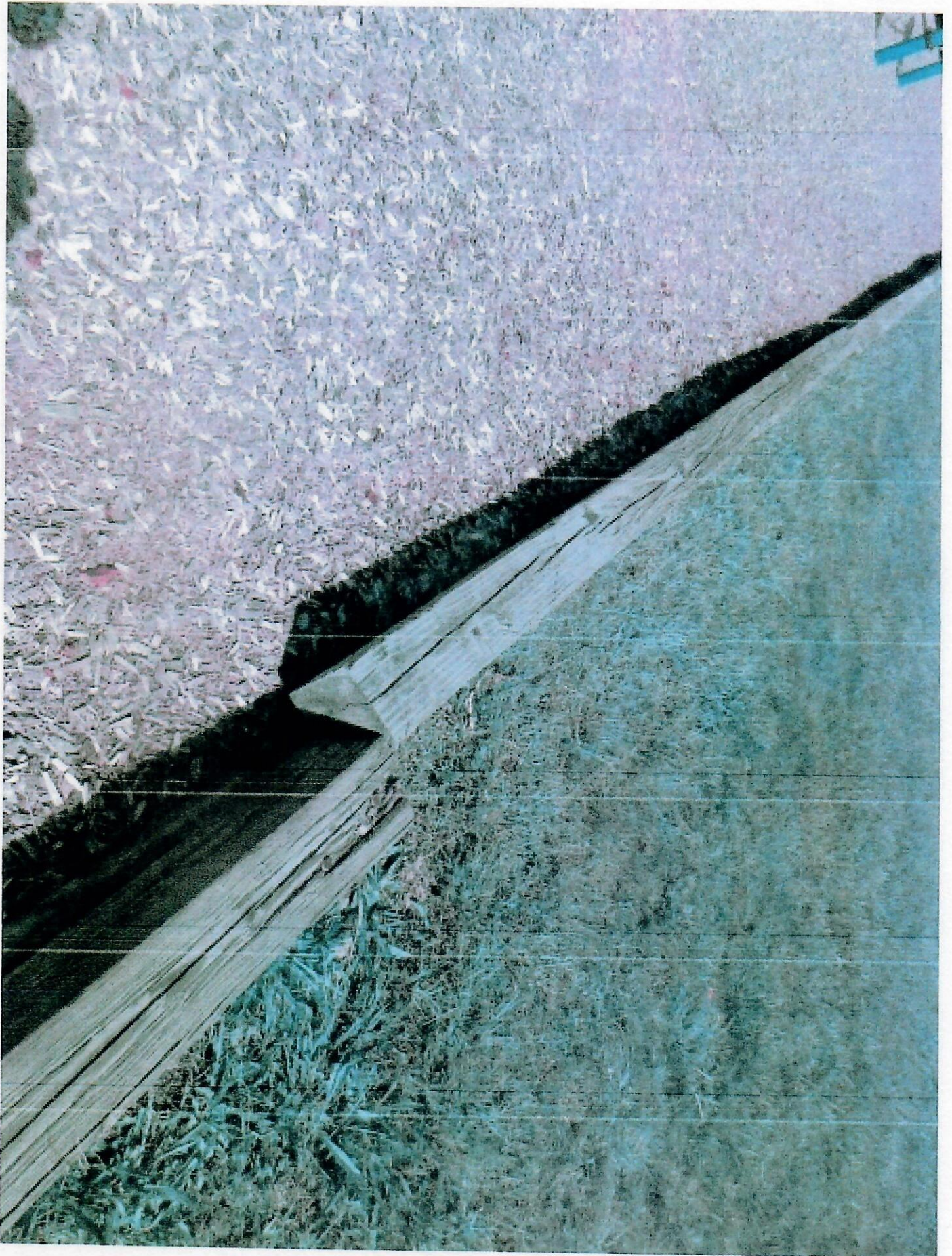












PLEASE PUT ON DEPARTMENT LETTER HEAD

Date: _____

Finance Office
Town of Millis
900 Main Street
Millis, MA 02054

Finance Office:

The following vote was taken and affirmed at a duly posted meeting on _____.

"The **(insert name of Board/Commission/Committee)** votes pursuant to MGL chapter 41, Section 41 to authorize the following signature below to sign/approve payroll. It is understood that this provision does not eliminate the responsibility of the other members of the Board/Committee/Commission."

And

"The **(insert name of Board/Commission/Committee)** votes pursuant to MGL chapter 41, Section 56 to authorize the following signature below to sign/approve bills. It is understood that this provision does not eliminate the responsibility of the other members of the Board/Committee/Commission."

This vote will be required annually each **July 1st** with the same notification to the Finance Office. It is the Board/Commission/Committees responsibility to withdraw any names and/or re-assign a signatory to approve bills at any other time during the year with notification to the Finance Office stating the date of the duly posted meeting and the vote taken.

The following signature is authorized to approve bills on behalf of the **(insert name of Board/Commission/Committee)**:

(Signature)

(Print Name) **PAYROLL**

(Signature)

(Print Name) **BILLS**

**MILLIS COMMUNITY PRESERVATION COMMITTEE
MEETING MINUTES
JUNE 3, 2021
VIRTUAL/REMOTE MEETING VIA ZOOM PLATFORM**

The remote ZOOM meeting was called to order at 7:03 p.m. by Mr. Nathan Maltinsky, Chair.

Members present: Nathan Maltinsky, Chair
 Wendy Barry, Treasurer
 Mary-Ellen D'Espinosa, Housing Comm. Rep.
 Carol Hayes, Conservation Commission Rep.
 James McKay, At-Large Member
 Nicole Riley, Planning Board Rep.
 Erin Underhill, Select Board Rep.

Members absent: David Baker , At-Large Member
 Pamela Rheaume-Mustard, Recreation Dept. Rep.
 Catherine MacInnes, Finance Comm. Liaison

Also present: John Steadman, Conservation Commission Member

**Creation of Management Plan for Conservation Lands Project (File No. 2022-001)
Conservation Commission – Carol Hayes, Vice Chair**

Ms. Hayes, representing the Conservation Commission, presented the application for funding. The Conservation Commission is charged with protecting the natural resources of the Town of Millis. Presently, the Town has nine properties under the Commission's jurisdiction for open space and public use. The 2019 Open Space and Recreation Plan created recommended that the conservation lands/properties under the Commission's jurisdiction be evaluated and mapped based on their resources. Management recommendations of these properties are also needed so the Town can plan for future needs.

Ms. Hayes stated that, on behalf of the Commission, she has contacted the Conway School of Landscape Design to potentially create a management plan for the conservation areas in Millis. The Conservation Commission is seeking \$10,000.00 in Community Preservation funds for creation of this plan.

Mr. Steadman, Conservation Commission member, spoke in support of the proposal on behalf of the Commission. He summarized the three objectives: (1) maintenance of properties currently under the Conservation Commission's jurisdiction for public access; (2) a capital plan to improve these properties and bring them up to standards; (3) create a strategy for other properties that may become available. The Commission would like to have something prepared to get before the Select Board and Finance Committee with the Community Preservation Committee's support.

**MILLIS COMMUNITY PRESERVATION COMMITTEE
MEETING MINUTES
JUNE 3, 2021
VIRTUAL/REMOTE MEETING VIA ZOOM PLATFORM**

There was discussion regarding including all town-owned properties in the study; not just the Commission's suggested properties. That would encompass thirty-one (31) town-owned properties in total. Ms. Hayes and the Commission will contact the Conway School to discuss changing the scope of the initial proposal as it has changed substantially from what was originally proposed. Ms. Hayes and Mr. Steadman stated that the Commission will work on it and come back before the Committee at a later date.

Other Business:

Minutes

On a motion made by Ms. Barry, seconded by Mr. McKay, it was voted unanimously to approve the ZOOM meeting minutes of April 8, 2021 as written. By Roll Call Vote: Maltinsky – aye; Barry – aye; Hayes – aye; McKay – aye; Riley – aye; Underhill - aye.

Annual Televised Meeting

The annual CPC televised meeting will be Thursday, September 9, 2021, at 7:00 PM. (Note: the meeting date was changed to Thursday, October 4, 2021 at 7:00 PM.)

Adjourn

There being no further discussion and, on a motion, made by Ms. Barry, seconded by Ms. Underhill, and voted unanimously, the ZOOM meeting was adjourned at 7:52 p.m. By Roll Call Vote: Maltinsky – aye; Barry – aye; Hayes – aye; McKay – aye; Riley – aye; Underhill – aye.

Respectfully submitted,

Camille Standley
Administrative Assistant