

**NOTICE: STATE OF EMERGENCY DECLARATION EFFECTIVE 3-30-20** UNTIL FURTHER NOTICE TOWN HALL IS CLOSED BUT THIS MEETING WILL BE ON THE ZOOM VIRTUAL PLATFORM AT :

<https://us02web.zoom.us/j/84019288198?pwd=OGU4RnlvWk5wb2hINXVrTU1MM1d3dz09>

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

OR: Meeting ID: 840 1928 8198      Password: 590839

**COMMUNITY PRESERVATION COMMITTEE**

**Thursday, March 25, 2021 Veteran's Memorial Building, 6:30 P.M. ZOOM  
AGENDA**

6:30 p.m.      **Lansing Millis Memorial Building Funding Req. (File No. 2022-001)**

Erin Underhill

- Building stabilization project
- Funds Requested: \$363,887.00 (Historic Preservation)

**Other Business:**      CPC Member Updates: FinCom Liaison & Housing Authority Rep

Approval/Acceptance of ZOOM Minutes from March 4, 2021

**Note(s):** Spring Town Meeting – May 1, 2021

Annual Televised CPC Meeting – any time prior to 12/31/21

**Scheduled Meeting(s):**

Correspondence

Bills

*The listed agenda items are those reasonably anticipated by the Chair to be discussed at the meeting. The Committee may address and consider other matters not specified to the extent permitted by law.*

Camille Standley is inviting you to a scheduled Zoom meeting.

Topic: Camille Standley's Zoom CPC Meeting

Time: Mar 25, 2021 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84019288198?pwd=OGU4RnlvWk5wb2hINXVrTU1MM1d3dz09>

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One tap mobile

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+13017158592,,84019288198#,,, \*590839# US (Washington DC)

Dial by your location

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+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

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**Appendix 1 – Millis Community Preservation Funding Request**

Date: 3/23/2021

Project Title: Lansing Memorial Building Stabilization

Full Name of Entity Submitting Application: Millis Select Board

Contact Person: Erin Underhill

Address: 155 Pleasant St

Telephone: 508-667-1267

Email: etunderhill@millisma.gov

Purpose: Please check all that apply:

Open Space

Community Housing

Historic Preservation

Open Space / Recreation

Amount of CPA Funding Requested: \$ 363,887 (Provide summary below)

Estimated Costs:

Fiscal Year*	Total Project Cost	CPA Funds requested	Other Funding Sources and Amounts
2021			
2022	363,887	363,887	
2023			
2024			
2025			

\* Fiscal year begins on July 1 of the previous calendar year

**TOWN OF MILLIS  
COMMUNITY PRESERVATION FUND  
THROUGH 11/30/2020**

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	\$153,327.33
<b>TOTAL LIFE TO DATE</b>	<b>\$2,287,943.38</b>

FY 2021	06/30/20	appropriation	transfer	11/30/20
RESERVED FOR OPEN SPACE	\$89,365.05	\$21,492.00	(10,300.00) (\$74,558.49)	\$36,298.56
RESERVED FOR HISTORIC RESOURCE	\$57,974.37	\$21,492.00	(1,469.00) (\$600.00)	\$78,866.37
RESERVED FOR COMMUNITY HOUSING	\$107,586.00	\$21,492.00	\$0.00	\$129,078.00
BUDGETED RESERVE	\$0.00	\$80,000.00	\$0.00	\$80,000.00
UNDESIGNATED FUND BALANCE 11/30/20	\$458,999.48			\$470,875.27
<b>TOTAL</b>	<b>\$713,924.90</b>	<b>\$144,476.00</b>	<b>(\$75,158.49)</b>	<b>\$795,118.20</b>

25,999.56  
77,397.37

FY 2021	07/01/20 BUDGETED	EXPENDED	11/30/20 AVAILABLE
<b>OPERATING BUDGET</b>			
SALARY BUDGET	\$5,373.00	\$1,672.76	\$3,700.24
EXPENSE BUDGET	\$5,373.00	\$0.00	\$5,373.00
LONG TERM DEBT PRINCIPAL	\$25,000.00	\$25,000.00	\$0.00
SHORT TERM DEBT PRINCIPAL	\$0.00	\$0.00	\$0.00
LONG TERM DEBT INTEREST	\$11,075.00	\$5,850.00	\$5,225.00
SHORT TERM DEBT INTEREST	\$0.00	\$0.00	\$0.00
SUB-TOTAL	\$46,821.00	\$32,522.76	\$14,298.24
<b>ARTICLES</b>			
NIAGRA FIRE HOUSE PHASE 4	\$11,333.79	\$0.00	\$11,333.79
HOUSING PRODUCTION	\$0.00	\$0.00	\$0.00
NIAGARA HALL RECORD PRESERVATON	\$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	\$74,558.49	\$0.00	<del>\$74,558.49</del>
SUB-TOTAL	\$92,970.89	\$0.00	\$92,970.89
<b>TOTAL OPERATING BUDGET &amp; ARTICLES</b>	<b>\$139,791.89</b>	<b>\$32,522.76</b>	<b>\$107,269.13</b>

26,608.49

**MILLIS COMMUNITY PRESERVATION COMMITTEE  
MEETING MINUTES  
MARCH 4, 2021  
VIRTUAL/REMOTE MEETING VIA ZOOM PLATFORM**

The remote ZOOM meeting was called to order at 6:36 p.m. by Mr. Nathan Maltinsky, Chair.

Members present: Nathan Maltinsky, Chair  
David Baker , At-Large Member  
Carol Hayes, Conservation Commission Rep.  
James McKay, At-Large Member  
Pamela Rheame-Mustard, Recreation Dept. Rep.  
Nicole Riley, Planning Board Rep.  
Erin Underhill, Select Board Rep.

Members absent: Wendy Barry, Treasurer  
Raymond Normandin, Housing Authority Rep.  
Shawn Power, Finance Comm. Liaison

Also present: Brian Nichols, 47 Grove St.  
Richard Nichols, 47 Grove St.  
Stephen MacInnes, Oak Grove Farm Commission  
John McAvoy, Oak Grove Farm Commission

**Millis High School Dugout Project (File No. 2021-001), Continued  
Brian Nichols - Senior Project**

Mr. Brian Nichols, a senior at Millis High School, presented his revised funding request application as requested. He stated that he submitted the additional information that the Committee had requested. Mr. Maltinsky stated that he did follow up with Mr. Saginor of the Community Preservation Coalition and this is an allowable use of CPA funds for the property. Mr. Maltinsky cautioned Mr. Nichols that he could proceed at his own risk as the funding request does have to be approved at Town Meeting in May.

On a motion made by Mr. Baker, seconded by Ms. Riley, it was unanimously voted (7-0) to approve **\$10,300.00** from the Open Space/Recreation Resource Reserve Fund **for the Millis High School Dugout Senior Project/Brian Nichols.**

The Community Preservation Committee **recommends approval** of the above article as written above at the annual Spring 2021 Town Meeting.

**Oak Grove Farm Playground  
Stephen MacInnes – Oak Grove Farm Commission  
Informal Discussion**

Mr. MacInnes stated that on February 22, 2021, the Oak Grove Farm Commission received word that some funding they were hoping to receive has now “become unavailable.” They are hoping to acquire some CPA funding for upgrades/work on the Oak Grove Farm playground. The playground is in disrepair and needs site work. The history of the playground was discussed. Mr. MacInnes presented two sketch plans of the

**MILLIS COMMUNITY PRESERVATION COMMITTEE  
MEETING MINUTES  
MARCH 4, 2021**

**VIRTUAL/REMOTE MEETING VIA ZOOM PLATFORM**

playground prepared by Legacy Engineering, dated February 26, 2021. Many updates need to be made, Mr. MacInnes stated; such as removal and replacement for wooden timbers surrounding the structure; excavation; playground safety surfacing; handicap accessibility; and drainage.

Mr. Maltinsky stated that, in his opinion, the CPC and community would support such a project. It was requested that Mr. MacInnes/Oak Grove Farm Commission prepare a full scope/plan, with Phases if necessary, for the work proposed in total and file a formal funding request with supporting documentation.

**Chapter 61A Land – Village Street  
Informal Discussion**

Ms. Underhill updated the Committee members on the discussion held at the Select Board public hearing on the Village Street property. She stated that discussion will continue at the next Select Board meeting. According to Ms. Underhill, CPA funds may be an option, however, “nothing has been decided yet.” The use of CPA funds would limit the use of the land.

Mr. Baker stated his opinion that when properties such as this are purchased, there are no funds to maintain it. He discussed the Dewey property, which was purchased with CPA funds, and is under the jurisdiction of the Conservation Commission. A group to oversee the property was never funded, he said. Mr. McKay raised concerns over the buildings and old equipment on the property that the Town would then have to remove if purchased; and what would that cost be. He questioned whether any soil testing or research had been done on the property. A main concern of the members was what would the cost be to the taxpayers if the Town purchased the land. The Committee will wait to see what transpires at the next Select Board meeting.

**Other Business:**

**Annual CPC Housekeeping Article - Appropriation of FY2022 Funds**

On a motion made by Mr. McKay, seconded by Mr. Baker, it was unanimously voted (7-0) in favor making the following appropriations and transfers as provided by the Finance Department from the Community Preservation Fund as follows:

Appropriations:

From 2022 estimated revenues for Committee Administrative Expenses	\$12,549.00
(To be divided equally: \$6,274.50 CPC Salary Account: \$6,274.50 CPC Expenses)	
From Undesignated Fund Balance for Long Term Debt- Principal	\$20,000.00
From Undesignated Fund Balance for Long Term Debt- Interest	\$ 9,950.00

Reserves:

From FY2022 estimated revenues for Historic Resources Reserve	\$25,098.00
From FY2022 estimated revenues for Community Housing Reserve	\$25,098.00
From FY2022 estimated revenues for Open Space Reserve	\$25,098.00
From FY2022 estimated revenues for Budgeted Reserve	\$80,000.00

**MILLIS COMMUNITY PRESERVATION COMMITTEE  
MEETING MINUTES  
MARCH 4, 2021  
VIRTUAL/REMOTE MEETING VIA ZOOM PLATFORM**

The Community Preservation Committee **recommends approval** of the above article as written above at the annual Spring 2021 Town Meeting.

**Minutes**

On a motion made by Mr. Baker, seconded by Ms. Underhill, it was voted unanimously to approve the ZOOM meeting minutes of February 4, 2021 as written. By Roll Call Vote: Maltinsky – aye; Baker – aye; Hayes – aye; McKay – aye; Rheaume-Mustard – aye; Riley – aye; Underhill – aye.

**Adjourn**

There being no further discussion and, on a motion, made by Mr. Baker, seconded by Ms. Riley, and voted unanimously, the ZOOM meeting was adjourned at 7:55 p.m. By Roll Call Vote: Maltinsky – aye; Baker – aye; Hayes – aye; McKay – aye; Rheaume-Mustard – aye; Riley – aye; Underhill – aye.

Respectfully submitted,

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*Camille Standley*  
*Administrative Assistant*