



TOWN OF WHATELY
Whately, Massachusetts 01093

Community Preservation Committee
Alan Sanderson Jr., Chair

MINUTES

WEDNESDAY, AUGUST 9, 2023

by Zoom

Present: Alan Sanderson, Doug Coldwell, Judy Markland, Andrew Ostrowski, Donna Wiley,
Chris Williams, Catherine Wolkowicz

Alan Sanderson called the meeting to order at 5:00 p.m. He welcomed Chris Williams as the new representative of the Recreation Committee, and asked members to introduce themselves and name their committee affiliations. Committee members referred Chris to the CPC webpage, which includes links to many helpful materials, and to the Community Preservation Coalition website (<https://www.communitypreservation.org/>).

The Committee approved minutes from the meeting of July 19, 2023 unanimously.

Alan reported that he had spoken at length with Wayne Hutkoski about the application for funding for Herlihy Field improvements. The Recreation Committee has decided to withdraw the application and resubmit for the December deadline. In the meantime, they will clarify the amount of preparation, including leveling and brush hogging, necessary before installation of new fencing and plantings is possible. They will also consult with Keith Bardwell about whether Highway Department staff are likely to be able to contribute services to the project. Andrew Ostrowski noted that the Conservation Commission should review the expanded work plan; he predicts that this will be a summary review. Committee members urged Chris to let Wayne and the Recreation Committee know that it would be preferable to submit an application that presumes that all aspects of the work will be contracted to outside vendors, understanding that if Town employees are able to provide assistance the funding needed may be less.

Judy Markland reported that she has spoken with the new Administrative Assistant, Jessica Murphy, who is interested in the new CPC Technical Assistance position. Judy thinks 10-15 hours/year of work may be required. More time may be needed in the first year for orientation and ramping up. Alan thinks it will only be necessary for the new TA to attend CPC meetings when the Committee is discussing funds available and allocations to projects and funding areas. He will speak with Brian Domina about

offering the position to Jessica, likely with a probation period of one year, which would cover an entire funding cycle.

Discussion turned to Doug Coldwell's suggestion that the Committee post good sample applications on its webpage. Committee members approved Judy's suggested introductory notes, which she had sent via email on August 9. Donna Wiley suggested the Cemetery Commission's application for fencing and benches, the Historical Society's application for restoration of the Town Hall curtain, and the Rec Committee's application for the ice rink as good examples. Alan added the Quonquont application, which was complete, thorough, and addressed the criteria for funding. He suggested that the CPC revisit this topic at its next meeting. Judy will distribute the suggested applications to Committee members for review.

The next meeting of the CPC will be held on Wednesday, October 11, at 5:00 p.m. via Zoom.

Alan adjourned the meeting at 5:47 p.m.

Whately Community Preservation Project History
as of June 30, 2023

<u>Fy</u>	<u>Category</u>	<u>Project Title</u>	<u>\$ voted</u>	<u>Spent to date</u>	<u>Status</u>
2011	Historic Preservation	Digitization of Oral History Tapes	\$1,200.00	\$1,130.00	Complete
	Historic Preservation	Preservation of Town Records - phase 1	\$6,279.00	\$6,279.00	Complete
	Historic Preservation	Town Hall Planning Study	\$30,000.00	\$28,012.00	Complete
	Open Space	Helstowski APR	\$5,000.00	\$5,000.00	Complete
	Open Space	Malewski APR	\$38,000.00	\$38,000.00	Complete
	Recreation	Herlity Park Land Acquisition	\$5,000.00		Cancelled
2012	Historic Preservation	Historic District Signs	\$1,600.00	\$1,000.00	Complete
	Historic Preservation	Preservation of Town Records - phase 2	\$7,880.00	\$7,185.00	Complete
	Historic Preservation	Cemetery Master Plan Study	\$4,600.00	\$4,600.00	Complete
	Historic Preservation	Town Hall Painting	\$55,000.00	\$55,000.00	Complete
	Open Space	Skroski APR	\$18,660.00	\$18,660.00	Complete
	Open Space	Hutkoski APR	\$30,000.00	\$16,000.00	Complete
2013	Historic Preservation	Architectural & Engineering Services for Town Hall Restoration	\$87,906.00	\$87,108.59	Complete
	Historic Preservation	Cemetery Map Restoration	\$2,000.00	\$1,749.00	Complete
	Open Space	Green APR	\$11,340.00	\$11,340.00	Complete
2014	Community Housing	State Road Land Purchase	\$58,000.00		Cancelled
	Recreation	Playing Field Rehabilitation ¹	\$3,624.00	\$3,624.00	Complete
	Recreation	Repairs to Frontier Regional Tennis Courts	\$4,748.00	\$4,593.00	Complete
	Historic Preservation	Digitization of Oral History Tapes - Phase 2	\$2,400.00		In process
	Historic Preservation	Gravestone Restoration	\$15,000.00	\$15,000.00	Complete
2015	Open Space	Farrick APR	\$18,410.00	\$18,410.00	Complete
	Open Space	Hutkoski APR	\$23,600.00		Cancelled
	Historic Preservation	Shelving and Dehumidifier for Town Record Preservation	\$2,500.00		Cancelled
2016	Historic Preservation	Town Center Parking & Safety Landscape Study	\$6,500.00	\$6,500.00	Complete
	Historic Preservation	Gravestone Restoration	\$30,000.00	\$29,500.00	Complete
	Historic Preservation	Documents for Town Hall Restoration as a Community Center and Historical Society Museum	\$84,000.00	\$84,000.00	Complete
	Open Space	Smiaroski/Wilson APR	\$16,000.00	\$16,000.00	Complete
2017	Open Space	Fam/Wilcox APR	\$6,500.00	\$6,500.00	Complete
	Historic Preservation	Town Offices Vault for Town Record Preservation	\$64,000.00	\$62,807.00	Complete
	Open Space	Smith APR	\$5,000.00	\$5,000.00	Complete
	Historic Preservation	Town Hall Rehabilitation as a Community Center and Historical Society Museum	\$740,000.00	\$740,000.00	Complete
2018	Historic Preservation	Gravestone Restoration	\$30,000.00	\$30,000.00	Complete
2019	Historic Preservation	Town Hall Curtain Restoration	\$4,500.00	\$3,494.00	Complete
	Historic Preservation	Town Safe Restoration	\$10,300.00	\$10,300.00	Complete
	Recreation	Herlity Softball Field	\$61,300.00	\$61,300.00	Complete
2020	Historic Preservation	Gravestone Restoration	\$13,200.00	\$13,200.00	Complete
	Open Space	Conservation Restriction and Trails at Whately Center Woods	\$60,000.00	\$60,000.00	Complete
	Open Space	Update to Open Space and Recreation Plan	\$10,000.00	\$10,000.00	Complete
	Open Space	Ashman APR	\$11,000.00	\$11,000.00	Complete
	Open Space	Sobieski APR	\$10,750.00	\$10,750.00	Complete
2021	Historic Preservation	Library Accessibility	\$75,000.00	\$75,000.00	Complete
	Recreation	Veterans Memorial Park Rehabilitation	\$21,000.00	\$21,000.00	Complete
2022	Recreation	Ice Rink Expansion and Improvements	\$6,500.00	\$5,489.00	?
	Historic Preservation	Cemetery Improvements	\$13,530.00	\$8,750.00	In process
	Recreation	Herlity Accessibility Improvements	\$60,323.00	\$60,323.00	Complete
2023	Historic Preservation	Church Window Preservation	\$38,000.00	\$30,634.00	In process
	Recreation	Frontier Regional Tennis Court Renovation	\$11,413.00	\$11,411.00	Complete
	Historic Preservation	Library Steps Renovation	\$8,000.00		In process
	Historic Preservation	Quonquot Farms restoration of Historic Site	\$27,350.00		In process
		Total	\$ 1,856,911	\$ 1,695,629	
		Total excluding cancelled projects	\$ 1,767,811	\$ 1,695,629	
		Historic Preservation	\$ 1,358,245	\$ 1,270,615	
		Open Space	\$ 240,660	\$ 226,660	
		Recreation	\$ 168,906	\$ 156,329	