

Town of Agawam Community Preservation Committee

Draft Minutes
January 23, 2019

Members Present: Henry Kozloski, Rich Maggi, Vi Baldwin, Ray Moreau, Les Tingley, Doreen Prouty, Vin Ronghi,
Others Present: Jennifer Bonfiglio; CPA Administrator, David Cecchi; Historical Commission Chair

Meeting called to order at 6:30 PM by Chairman Kozloski

1. **Approval of Minutes:** Member Baldwin made a motion to accept the October 24, 2018 meeting minutes. Seconded by Member Prouty. All in favor to approve minutes. Member Moreau and Member Baldwin abstain.

2. **Request for funding- Tuckahoe Turf Master Plan**

Jennifer Bonfiglio presented the application on behalf of the Town. The Town issued a Request for Proposals for design and engineering consulting services for a feasibility study and master plan for Tuckahoe Turf Farm. The farm contains 292 acres and had previously been used to raise turf. The Mayor recently created an ad hoc advisory committee to explore the possible uses for the 292-acres. The committee advised that the parcels are large enough to support multiple uses, including walking and mountain biking trails, a solar array, boating and fishing on the 10-acre pond, and community gardens. The objective of this project is to complete detailed feasibility study and site master plan for Tuckahoe Turf Farm. The scope of services was shared with the committee.

Milone and MacBroom, and Levesque Associates were the two respondents to the RFP. An initial evaluation was completed and the Town will conduct interviews of both candidates. Levesque & Associates proposed a contract price of \$ 21,000 and Milone & Macbroom, Inc. proposed \$36,000. Since the interviews have not been completed, the Town is seeking the full \$36,000 with the intention of selecting the most qualified candidate. Any unused funds will be returned to the CPA fund.

The Town is also applying for a MassTrails Grant with a deadline of Feb. 1, 2019. Because MassTrails grants are reimbursable, we must first pay for expenditures themselves and then submit for reimbursement using the required documentation. MassTrails grants are also a matching grant and require that we provide a minimum of 20% of the total project cost. Projects with higher match commitments will be given greater consideration. With this in mind, it is important to secure the matching funds prior to the application deadline.

Member Russo spoke in favor of the plan stating Tuckahoe has been vacant too long and the Town finally has an opportunity to act. Member Baldwin concurs with Member Russo and also asks if a contingency is needed. Member Prouty speaks in favor of the project.

Motion by Member Russo to approve \$36,000 in Open Space Funds, Second by Member Ronghi.
All in favor.

3. **Request for funding- Borgatti Playscape**

Christopher Sparks, Park & Recreation Director presents the application for funding for \$50,373 in CPA funds to install poured in place rubber surfacing around playscapes and replace swings at Borgatti Playground. This is one of the two remaining playscapes with no rubber surfacing. This project was recommended in the Recreation Master Plan. The non-compliant swings will be removed and new swings with legal fall zones will be installed. This project will make the park accessible. CPA contributed \$20,000 in 2006 for the playscape. Safety fences have been installed.

Member Maggi motions to approve \$50,373 in open space funds. Second by Member Baldwin. All in favor.

4. **Request for funding- Borgatti Playscape**

Christopher Sparks, Park & Recreation Director presents the application for funding for \$34,435 in CPA funds to install poured in place rubber surfacing around playscape at Maynard Street Playground. This is one of the two remaining playscapes with no rubber surfacing. This project was also recommended in the Recreation Master Plan. This project will make the park accessible. CPA funded the original playscape in 2004. Copies of quotes provided. State Contract Vendors selected and install procured separately for a cost savings. Member Moreau asks if a company has been selected. Chris states yes. Site Specific will install and Mountain View will prepare the surface according to depth required per specification. Park & Recreation gift account is contributing \$9,400 to the project.

Member Maggi motions to approve \$34,435 in open space funds. Second by Member Ronghi. All in favor.

5. **Request for funding- Bleacher Replacement**

Christopher Sparks, Park & Recreation Director presents the application for funding for \$34,000 in CPA funds to replace bleachers at the Agawam Little League & Youth Football fields, Shea Baseball Diamond, Borgatti Field and St. Johns. Photographs of existing broken bleachers at Shea Field, Borgatti and St. John in need of replacement. Proposing new accessible bleachers. Letters of supports and contributions from user groups; Agawam Little League (\$2,500), Agawam High School (\$2,500) Agawam Football (\$2,500) and Mens Softball (\$2,500)

DPW will install and concrete funded by Park & Recreation gift account. Total matching funds \$21,681.52. Same bleachers were installed at School Street and High School. All vendors on state contract.

Member Maggi asks if they can be moved. Yes

Member Maggi also asks if there is a warranty. Yes

Member Ronghi asks about the donations committed and questions if CPA can cover the entire amount rather than accept the donations. Chris Sparks feels the donations gives the users ownership for a small investment. Chair Kozloski asks if the Town will repair the water fountain. Christ states it is not in the plan.

Motion to approve in open space funds by Member Maggi. Second by Member Russo. All in favor

6. **Request for funding- School Street Park Tables & Benches**

Christopher Sparks, Park & Recreation Director presents the application for funding for \$8,289 in CPA funds to replace dilapidated and broken wooden benches and tables at School Street Park. Existing benches and tables are over 10 years old. Photographs provided. New benches and tables will match the ones installed in Phase 2 of the park.

Motion to approve \$8,289 in open space funds by Member Maggi. Second by Member Ronghi. All in favor.

7. **Reservation of Surplus Funds:**

Motion by Member Baldwin to reserve \$3,808.13 from the FY2019 undesignated fund balance to the Open Space fund as a result of surplus funds from the state. Second by Member Ronghi. All in favor.

Motion by Member Maggi to reserve \$3,808.13 from the FY2019 undesignated fund balance to the Historical Resource fund as a result of surplus funds from the state. Second by Member Prouty. All in favor.

Motion by Member Moreau to reserve \$3,808.13 from the FY2019 undesignated fund balance to the Community Housing fund as a result of surplus funds from the state. Second by Member Ronghi. All in favor.

Motion by Member Ronghi to reserve \$1,904.06 from the FY2019 undesignated fund balance to the Administrative fund as a result of surplus funds from the state. Second by Member Russo. All in favor.

8. **Any other business:** Chris Sparks provides an update of other Park & Recreation efforts not funded by CPA.

9. Member Ronghi made a motion to adjourn and was seconded by Member Moreau. All in favor. Chairman Kozloski closed the meeting at 8:10PM