

Town of Agawam Community Preservation Committee

Minutes
April 24, 2019

Members Present: Henry Kozloski, Louis Russo Rich Maggi, Ray Moreau, Les Tingley, Doreen Prouty, Vin Ronghi,
Others Present: Jennifer Bonfiglio; CPA Administrator

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

1. **Approval of Minutes:** Member Russo made a motion to accept the March 27, 2019 meeting minutes. Seconded by Member Tingley. All in favor to approve minutes.

2. **Request for funding- Accessory Dwelling Unit Ordinance.**

Marc Strange; Director of Planning and Community Development presented the CPA application in the amount of \$7,650 on behalf of the Town to hire a consultant to create an accessory dwelling unit ordinance, including facilitation of public input.

Mr. Strange states a Housing Production Plan was completed in 2017. Creating an accessory dwelling unit ordinance was one of the recommended strategies. A request for quotes was distributed in January, 2018 to qualified consultants. Pioneer Valley Planning Commission (PVPC) responded with a proposal for \$6,375. A 20% contingency has also been included in the CPA request. The Executive Office of Environmental Affairs approved a reimbursable planning assistance grant to the Town for up to \$7,500. The grant requires a 25% match by the Town. Becky Bash, Lead Planner from PVPC will be overseeing the project and is introduced to the Committee.

Member Maggi confirms the grant has already been approved and reimbursement of 75% of the cost up to \$7,500 will come back to CPA. Jennifer confirms the Town has to outlay the funds first and also suggests including that language in the resolution to the council.

Mr. Strange states the scope of work will be discussed with PVPC and then two public meetings will be held to refine the scope of the ordinance.

Motion by Member Russo to approve \$7,650 in Community Housing Funds with the reimbursement grant funds returned to the CPA fund. Second by Member Maggi. All in favor.

3. **Application for funding- Bench Replacement Project-Phase 4**

Aldo Mancini provides details of the application for funding. Phase 4 will replace all remaining benches in Town and add additional benches at remaining schools and Fire department. Plaques will be removed from existing benches, restored, cleaned and re-applied to new benches. Member Moreau suggests adding plaque to new bench naming CPA as the funding source of the bench program. Chair Kozloski suggests a plaque for Dottie Drewnowski at Meadowbrook Manor.

DPW will again remove old benches, prep surface and pour concrete pads. Additional trash containers will also be added at Shea Field and St. Johns. Benches are once again purchased off state contract. Motion to approve funding from unreserved fund balance by Member Russo. Second by Member Moreau. All in favor. Chair Kozloski thanks Aldo Mancini for all his work on this program and also suggest dedicating a bench to him.

4. **Any other business:** Member Tingley discusses the possibility of a CPA application from an Eagle Scout to restore historical head stones at historical cemetery. Historical Commission has been consulted. Additional information may be forthcoming.
5. Member Ronghi made a motion to adjourn and was seconded by Member Moreau. All in favor. Chairman Kozloski closed the meeting at 7:00PM
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