

Town of Agawam
Community Preservation Committee

Minutes
May 23, 2018

Members Present: Henry Kozloski, Louis Russo, Rich Maggi, Ray Moreau, Les Tingley, Doreen Prouty, Vin Ronghi, Alice Smith

Others Present: Jennifer Bonfiglio; CPA Administrator, Marc Strange; Director of Planning and Community Development, David Cecchi; Agawam Historical Commission Chairman, Shannon Walsh; Pioneer Valley Planning Commission

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

1. **Approval of Minutes:** Member Prouty made a motion to accept the March 12, 2018 meeting minutes. Seconded by Member Moreau. All in favor to approve minutes.

2.

3. **Request for funding- Historical Inventory**

Marc Strange; Director of Planning and Community Development introduced David Cecchi from the Agawam Historical Commission as the applicant. The Agawam Historical Commission is seeking funds to update the 1985 portion of the Historical Inventory which is currently inadequate.

Marc Strange provides the following supporting facts

1. CPA Goals prioritized in 2014 CPA plan includes the completion of the inventory.
2. 2008 Mass Historical Commission grant application was denied.
3. Historical Comm. uses the inventory to determine historical significance which is necessary for any CPA applications and demolition delay application.

Member Smith asks why the inventory is important. David Cecchi states it provides more information on historical properties and is used to protect historical resources. He notes that the demolition delay ordinance is tied to the inventory and it is also used to identify historical districts. A sample inventory sheet from 1985 and 2002 is presented for comparison and shows 2002 has much more detailed information including narrative and a map. The new forms are more in line with M.H.C. requirements. Member Moreau asks where the inventory is stored. It will be located in the Planning office and also available digitally.

Member Moreau questions the contingency funds requested. Mark Strange states it is standard operating procedure to protect overruns. Jen Bonfiglio explains the process of contract amendments and change orders and how the contingency will prevent the need to come back to CPA for minor additions. Member Smith explains the importance of the inventory relative to the demolition delay ordinance. Chair Kozloski asks if the Town Hall will be one of the National Register nominations. Marc Strange states it is included on the quote from PVPC but not included in the application to CPA. The decision on what to nominate will be determined after the inventory is updated.

Member Maggi questions the demolition delay ordinance relative to neglect by owners and the types of properties on the inventory. David Cecchi explains the Historical Commission has no authority to enforce maintenance of historic properties if no historic district exists. There is currently only a historic designation in town. He also states most historic resources on the list are currently maintained. Member Ronghi is concerned with city hall being nominated. Marc explains it is eligible to be nominated but not identified as one being nominated. He states that decision will come later with input from Town officials.

Member Ronghi also asks if CPA should fund only the inventory at this time and wait to fund the National Register nominations. Shannon Walsh, PVPC states there is flexibility on their end and the project can be split. It is a complex process requiring research, photographs and narratives. . She goes on to state the inventory will also be filed with the State and included in the database which can be found on the state's website.

Chair Kozloski assumes all properties in 1985 book will be updates- Yes
Chair Kozloski also asks if a CD will be available. Shannon states PVPC will provide any digital method requested by the Town in addition to two paper copies. Additional copies can be made.

Member Maggi questions if it really takes 2 hours to complete each form. Shannon states yes, the process includes, name, description, mapping, field work, photographs and a narrative description and history of property.

Chair Kozloski opens the meeting to the public
Theresa Kozloski asks if the forms will be out into binders and where will they be located and whether suggestions will be taken based on other towns. Shannon states West Springfield and Sturbridge both have binders but also digitize the inventory and upload to the MACRIS site on the state's website. Theresa asks who will be doing the field work. Shannon states she will do all the field work and it will take 12-18 months. Theresa asks what happens to the old forms. Shannon states digital copies will remain on MACRISs and the Town can dispose of the old forms. Theresa asks if a new district will be nominated. David Cecchi states a new inventory is first needed before determining if a new district can be set up.

Motion to accept the application for the full amount and fund with historical funds by Member Russo. Second by Member Moreau. Member Ronghi makes a motion to amend the motion and require the Historical Commission to also report back to the CPA committee with the National Register nominations within 60 days. David Cecchi explains they will not know what will be nominated until the inventory is complete. Member Ronghi withdraws his motion. Member Russo moves the question. All in favor.

4. Budget- Set FY2019 Reserves:

Motion to recommend that \$56,469.14 from the estimated revenues should be reserved for Open Space from the Community Preservation Fund estimated annual fund revenue for fiscal year 2019 by Member Ronghi, Second by Member Russo. All in favor

Motion to recommend that \$56,469.14 from the estimated revenues should be reserved for Historic Resources from the Community Preservation Fund estimated annual fund revenue for fiscal year 2019 by Member Prouty. Second by Member Ronghi. All in favor.

Motion to recommend that \$56,469.14 from the estimated revenues should be reserved for Community Housing from the Community Preservation Fund estimated annual fund revenue for fiscal year 2019 by Member Maggi. Second by Member Prouty. All in favor

Motion to recommend that \$367,049.38 from the estimated revenues should be reserved for Community Preservation Budgeted Reserve from the Community Preservation Fund estimated annual fund revenue for fiscal year 2019 by Member Moreau. Second by Member Russo. All in favor.

Motion to recommend that \$28,234.57 from the estimated revenues should be reserved for Community Preservation Administrative Costs from the Community Preservation Fund estimated annual fund revenue for fiscal year 2019 by Member Russo. Second by Member Moreau. All in favor,

5. **Correspondences:** Chair Kozloski states the Senate has passed the bill to increase matching funds and he would like to send a Thank you to the Senators. Committee Members agree.
6. Member Ronghi made a motion to adjourn and was seconded by Member Moreau. All in favor. Chairman Kozloski closed the meeting at 7:22PM
- 7.