



Sanda Barry	Parks Commission - Chair
Stephanie Frend	Open Space Committee - Secretary
Vacancy One	Member at Large
Alice Livdahl	Planning Board
Vacancy Three	Historical Commission
Kayla Larson-Dubois	Conservation Commission
Danielle Arakelien	Member At Large
Susan Worth	Member at Large/ Open Space Committee
Vacancy Two	Housing Authority

Community Preservation Committee

Virtual Meeting 1/20/2021

Attendees; Sanda Barry, Susan Worth, Alice Livdahl, Kayla Larson-Dubois, Stephanie Frend

Guests: *Cynthia Henshaw* (East Quabbin Land Trust), Carolyn Read (Habitat for Humanities North Central Massachusetts)

Meeting was called to order at 7:07 pm

Minutes

from the previous meeting were approved as submitted (this happened later in the meeting).

Treasurers Report (see attached)

Budget review was presented by Treasurer Susan Worth. Susan checked with Town accountant Kelli Pontbriand, and presented the CPA funds budget.

A motion was made and passed to transfer \$38,027.50 surplus from the library roof project back to the undesignated category results in a balance of \$182,828.35.

Action - Alice will get an update on the CPA funds used by the planning board.

New Business

Application Presentations

Conservation land on Lombard Rd (application attached)

Cynthia Henshaw Representing East Quabbin Land Trust. EQLT is requesting \$75,000 Towards the permanent Conservation of 149 acres of woodland and abandoned agriculture fields on Lombard Road.

The \$75,000 is to help purchase the Conservation Restriction on the land. "Total appraisal value of the conservation restriction is \$350,000. EQLT is partnering with DCR, who will hold and monitor the CR in perpetuity. Funding from the town (CPA funds) will be matched with funds from DCR, private foundation grants and individual contributions."

Affordable housing on Ragged Hill Rd (application attached)

Carolyn Read (Habitat for Humanities North Central Massachusetts) requesting \$20,000 toward the materials for building and the construction of the home on lot 2 (#217) Ragged Hill Rd.

Library Improvements (application attached)

Two applications were submitted by the Trustees, Hubbardston Public Library one was a request for \$10,000 for main floor rehabilitation. The other was a request for \$20,000 for foundation, brickwork and grading.

A motion was made and seconded to have Library Comm, to come to the next meeting to help explain their requests.

Action: Sanda will reach out to the Library Committee to invite them to the February meeting.

Application Voting

Conservation land on Lombard Rd

A motion was made and passed to accept the application for \$75,000 EQLT for the purchase of a CR on the land on Lombard Rd.

A motion was made and passed to use \$25,000 from Open Space and \$50,000 from the pot.

Affordable housing on Ragged Hill Rd

A motion was made and passed for The Habitat for Humanities North Central Massachusetts requesting \$20,000 toward the purchase of Lot, #217 Ragged Hill Road.

A motion was made and passed to have the \$20k come out of the housing pot.

Committee Business

A motion was made and passed for Stephanie Frend to act as CPC secretary.

Old Business.

Sanda provided an update on the playground project. The town did not get the PARC grant.

Next meeting scheduled for Wednesday February 17th at 7pm.

Meeting adjourned 8:47pm

Filter by: Segment 1: 2460

Parameters: Fiscal Year: 2021 Start Date: 7/1/2020 end: 6/30/2021

Ledger History - Allocated Summary - Expenditure Ledger

Account Number	Name	Allocated	Expended	Ending	% Var.
2460-000-5200-0002	ATM 2019 - LIBRARY FOUNDATION FUND	8,000.00	0.00	8,000.00	0.00
2460-000-5200-0006	ATM 2016 - LIBRARY LONG RANGE PLAN	2,500.00	-1,325.84	1,174.16	53.03
2460-000-5200-0007	* ATM 2018 - FIRST CHURCH ROOF	35,000.00	0.00	35,000.00	0.00
2460-000-5400-0001	* ATM 2019 - FIRST CHURCH ROOF	400.00	0.00	400.00	0.00
2460-000-5400-0003	ATM 2019 - PORTABLE ICE RINK	2,618.00	-2,129.00	489.00	81.32
2460-000-5400-0004	ATM 2019 - CURTIS RECREATIONAL FIELD	21,200.00	0.00	21,200.00	0.00
2460-000-5400-0005	ATM 2016 - AFFORDABLE HOUSING	50,000.00	0.00	50,000.00	0.00
2460-000-5400-0014	ATM 2020 - RAINBOW END PLAYGROUND	50,000.00	0.00	50,000.00	0.00
2460-000-5400-0015	* ATM 2018 - LIBRARY ROOF	38,027.50	0.00	38,027.50	0.00
2460-000-5700-0013	ATM 2020 - LIBRARY BAN PAYMENT	21,895.40	0.00	21,895.40	0.00
2460-000-5780-0000	COMMUNITY PRESERVATION - ADMIN	4,000.00	-300.00	3,700.00	7.50
11 Account(s) totaling:		233,640.90	-3,754.84	229,886.06	1.61

Current
 Open space 28,322.67
 historic - 12,674.33
 housing 40,566.05
 undesignated 144,800.85

If you up to close
 the three projects.
 + 35,400.00
 + 38,027.50

Open space 28,322.67
 historic 22,725.67
 housing 40,566.05
 Undesignated. 182,828.35

CP2

Community Preservation Fund Report - Fiscal Year 2020

Surcharge % 1.50

1. Total fund balance from prior year (PY) report (Form CP-2)		396,705.72
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NEW REVENUES/OFS

2. Proceeds from bonds and OFS	0.00	
3. Collections from community preservation surcharge	66,143.29	
4. Distributions from State trust fund	14,867.00	
5. Earnings on investments	4,572.63	
6. Gifts, Grants, Donations	0.00	
7. Other, i.e. Interest, OFS appropriated to the fund-CH44B 3-b1/2 :	0.00	
Total New Revenue/OFS		85,582.92

EXPENDITURES/OFU

8. Expenditures:		
a. Open Space	0.00	
b. Historic Resources	26,290.00	
c. Community Housing	0.00	
d. Other (Community Recreation)	25,342.50	51,632.50
9. Expenditures for Debt Service:		
a. Open Space	0.00	
b. Historic Resources	0.00	
c. Community Housing	0.00	
d. Other (Community Recreation)	0.00	0.00
10. Administrative Expenses	0.00	
11. Other	0.00	
Total Expenditures/OFU		51,632.50
Total Fund Balance June 30, 2020 (Detail Following)		430,656.14

CP2

Community Preservation Fund Report - Fiscal Year 2020

CITY/TOWN of Hubbardston
Detail of Community Preservation Fund Total Fund Equity
Fiscal year ended June 30, 2020

1. Fund Balance Reserved for Encumbrances (3211)	0.00
2. Fund Balance Reserved for Expenditures (3240)	229,640.90
3. Fund Balance Reserved for Open Space (3241)	28,322.67
4. Fund Balance Reserved for Historic Resources (3242)	-12,674.33
5. Fund Balance Reserved for Community Housing (3243)	40,566.05
6. Fund Balance Reserved for Special Purposes (3280)	0.00
7. Fund Balance Reserved for Community Preservation Act (3320)/Undesignated (3590)	144,800.85
8. Total Community Preservation Fund Balance June 30, 2020 (Total must equal total fund balance page 1)	430,656.14
Has the community met the requirement to either appropriate or reserve for future appropriation at least 10% of the estimated annual fund revenue for open space, historic resources and community housing?	Y
If no, explain how the town plans to meet the requirement?	

Signatures

Accountant/Auditor

Completed by:

Kelli Pontbriand, Accountant , Hubbardston , kpontbriand@TempletonMA.gov 978-928-1400 | 12/2/2020 3:02 PM

Comments

No comments to display.

Documents

No documents have been uploaded.

CP1

Community Preservation Surcharge Report - Fiscal Year 2020

Return by September 15 to:
Municipal Data Management/Technical Assistance Bureau
Division of Local Services
P.O. Box 9569
Boston MA 02114-9569

Surcharge %	1.50%
Total Surcharge Committed to Collector for FY	132,205.27
Current Yr Surcharge Abatements/Exemptions	66,159.80
Prior Yr Surcharge Abatements/Exemptions	0.00
Net Surcharge Raised for FY	66,045.47
Additional Revenue Appropriated to CPF (Ch. 44, Sec. 3b1/2)	0.00
Total Net Surcharged Raised and Other Appropriated Revenue	66,045.47

Signatures

Board of Assessors

Completed by:

[George Bourgault, Regional Assessor , Hubbardston , gbourgault@rrgsystems.com 978-928-1400 | 9/16/2020 1:33 PM](#)

Accounting Officer

[Kelli Pontbriand, Accountant , Hubbardston , kpontbriand@TempletonMA.gov 978-928-1400 | 9/16/2020 1:26 PM](#)

Documents

Documents have been uploaded.

1) PROJECT DESCRIPTION (please limit to one page)

The East Quabbin Land Trust, Inc. is requesting \$75,000 towards the permanent conservation of 149-acres of woodland and abandoned agricultural fields on Lombard Road. These parcels are part of a larger ownership by Fieldstone Farm, LLC totaling 275-acres in the eastern corner of Hubbardston as it abuts the town line with Princeton.

These funds are requested and will be matched 4:1 to ensure the land is permanently conserved for public recreation; including hiking, hunting, mountain-biking, horseback riding, birdwatching and educational activities, and will be protected from future development. Total appraised value of the conservation restriction is \$350,000. The East Quabbin Land Trust is partnering with the Massachusetts Department of Conservation and Recreation (DCR), who will hold and monitor the conservation restriction in perpetuity. Funding from the Town of Hubbardston will be matched with funds from the DCR, private foundation grants and individual contributions.

The East Quabbin Land Trust proposes to purchase the property in December 2020. A series of property walks, talks and mailings will be generated to inform Hubbardston residents about this conservation project and its significant public benefits. After an affirmative town meeting vote and in coordination with DCR, a conservation restriction will be sold, thus ensuring the future condition of the land as natural habitat and non-motorized public recreation space owned and managed by the East Quabbin Land Trust.

The entire 275-acres is proposed for conservation, bolstering the conservation corridor in eastern Hubbardston for wildlife and multi-use recreational trails.

2) NEED FOR THE PROJECT

- Conservation corridor: The 149-acres directly links other conservation lands from the East Branch of the Ware River to Bickford Pond and Wachusett Mountain State Reservation.
- Critical Natural Landscape: The entire property is identified as Critical Natural Landscape by the Commonwealth's Natural Heritage Program BioMap2, which designates strategic biodiversity conservation priorities. Critical Natural Landscape designations include the largest blocks of undeveloped lands, including uplands that buffer wetland, aquatic and coastal habitats.
- Priority Habitat for Rare Species: Approximately 20% of the property is also designated as Priority Habitat for Rare Species.
- Interior Forest Habitat: 10% is interior forest habitat, meaning that these acres are not impacted by roads or structures. These designations acknowledge the critical role that these undeveloped woods and abandoned fields play in providing habitat for our native wildlife.
- Wetlands: Wetlands are found along the Lombard Road frontage. Also a wetland complex runs north-south bisecting the eastern third of the property. Wetlands and water resources are critical areas for wildlife and diversify the vegetation present on the land.
- Recreational trails: Existing recreational trails can be upgraded and expanded to create a network on the property and links to adjoining conservation areas. Trail linkage can include connections with the Mid-State Trail and trail network at Wachusett Mountain State Reservation.
- Public Drinking Water: Water from the property flows into the East Branch of the Ware River, part of the public water supply for the region and identified as an Outstanding Resource Water in Massachusetts.
- Financial benefits: Decades of studies have shown that open space in a community increases the value of local property, thus adding to the tax base, and requires less town resources and expenses than residential development.

3) HOW DOES THE PROJECT MEET THE CRITERIA OF THE COMMUNITY PRESERVATION COMMITTEE?

The Community Preservation Act is a smart growth tool that helps communities preserve open space and historic sites, create affordable housing, and develop outdoor recreational areas. This proposed project directly fits into the open space protection category through the recording of a permanent conservation restriction on 149-acres of woods and abandoned fields on Lombard Road.

4) DESCRIBE YOUR CAPABILITY TO CARRY THE PROJECT THROUGH

The East Quabbin Land Trust has completed over 50 land conservation efforts since its founding in 1994. The East Quabbin Land Trust will lead the overall initiative through the land negotiations, conservation restriction negotiations, public access management, fundraising and communications. Partner organizations include the Massachusetts Department of Conservation and Recreation, the Town of Hubbardston, the North County Land Trust, private foundations and individuals.

5) PROJECT BUDGET

Expenses:

Conservation Restriction value (as appraised): \$350,000

Income:

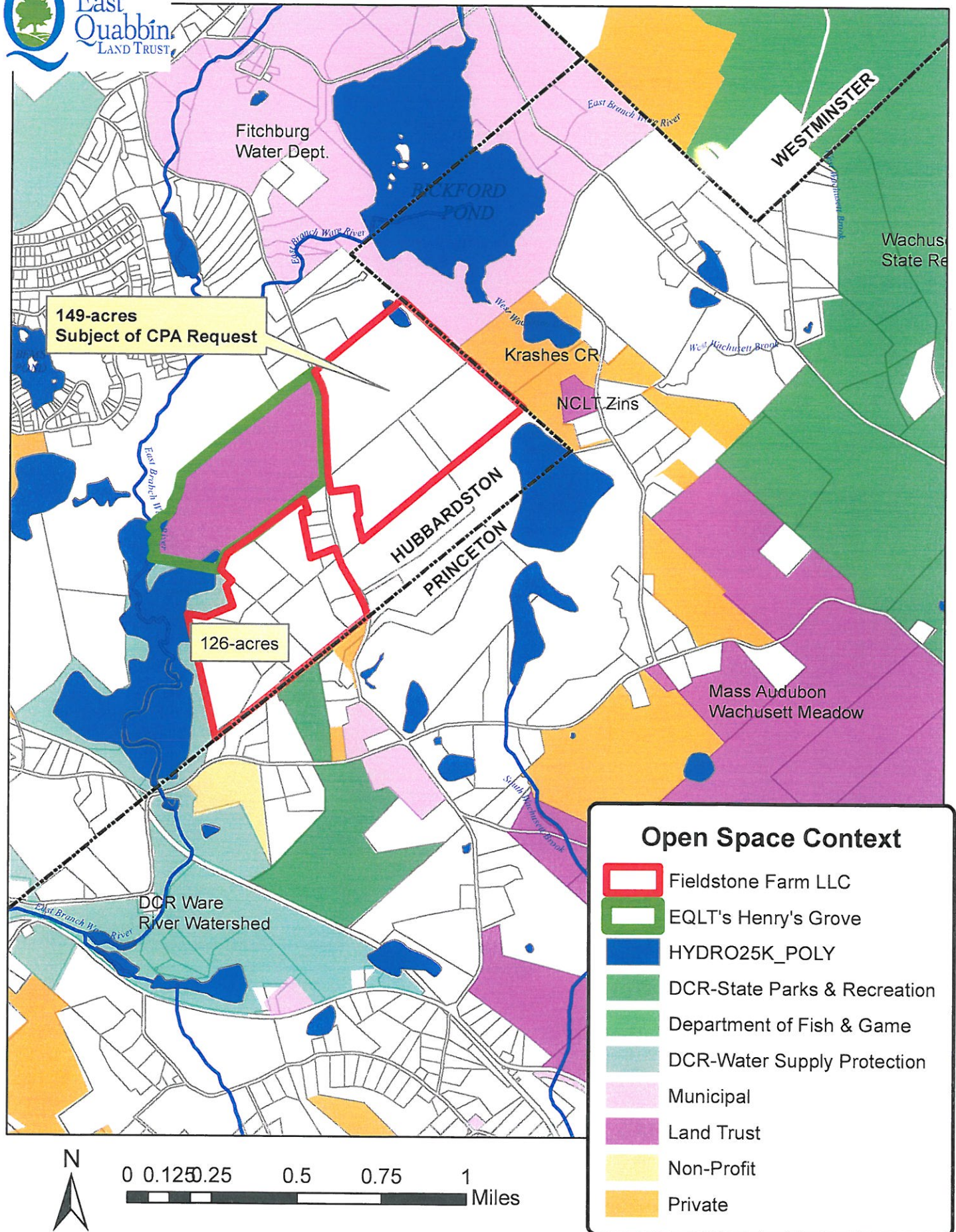
Mass. Dept. Conservation and Recreation:	\$175,000
Private Foundation requests:	\$ 50,000
Individual donations:	\$ 50,000
Town of Hubbardston CPA funds:	\$ 75,000

6) ATTACHMENTS

Fieldstone Farm LLC map

Request to the Town of Hubbardston

Request for CPA Funding
Lombard Road



CPA PROJECT APPLICATION

APPLICANT: Habitat for Humanity North Central Massachusetts

DATE: January 8, 2021

CONTACT PERSON: Carolyn Read

TELEPHONE: 978 348 2749

ADDRESS: 201 Great Road, Suite 301, Acton, MA

EMAIL: Carolyn@ncmhabitat.org

AMOUNT REQUESTED: \$20,000

PROJECT SPONSOR: Habitat for Humanity North Central MA

FUNDING CATEGORY: Housing

THE PROJECT HAS BEEN APPROVED BY: Town of Hubbardston Planning Board, Affordable Housing Committee and Select Board

DATE: July 14, 2020

1) PROJECT DESCRIPTION

Habitat for Humanity North Central Massachusetts (Habitat NCM) was awarded the bid for Lot 2 (#217), Ragged Hill Road in the summer of 2020. The lot was designated by the Town for affordable housing use and the bid approved by the Select Board.

The parcel at 217 Ragged Hill Road contains 3.35 acres and is located in a residential/agricultural zoning district. Habitat NCM is working with the Town to have the home included in the Subsidized Housing Inventory and is submitting an application for DHCD's Local Initiative Program as a Local Action Unit.

On the site, Habitat NCM will be building a three bedroom, 1100 square foot, affordable home compatible with the character of the town. The home will be ranch-style, designed to be wheelchair accessible if required by the homeowner, and will meet the stretch energy code through increased external and internal insulation, energy star appliances and windows, and increased sealing. The home will be built using a typical standard build plan similar to the one shown in the pictures attached.

The project will be run under the supervision of our construction manager with mostly volunteer labor from the town and surrounding communities (including that of the homeowners). Site work and licensed trades such as plumbing, electrical, HVAC will be provided by local, licensed contractors. Habitat NCM has also partnered with local vocational technical school students supervised by their instructors for some of these tasks on past projects and hopes to have Montachusett Regional Vocational Technical School involved in this project.

To qualify for the Habitat for Humanity homeownership program, a family's income must be 30%-60% of the median income in the Fitchburg area as set annually by the Department of Housing and Urban Development. Habitat Homeowners are also required to contribute "sweat equity" in building their own home or the home of another family. A two-adult family is required to donate 350 hours of sweat equity and a single adult family contributes 200 hours.

Habitat for Humanity NCM is an equal opportunity lender. We are pledged to the letter and spirit of US policy for the achievement of equal housing opportunity throughout the nation, where there are no barriers to obtaining housing because of race, color, religion, sex, handicap, familial status, or national origin.

2) STATEMENT OF NEED

The Hubbardston Housing Production Plan, approved by the Board of Selectmen in 2019, defines the Town's strategy for planning, developing, and progressing towards the affordable housing goal of 10%. US census data shows Hubbardston has only attained 3% of that goal as of 2010, far short of the 10% needed to meet State requirements. The first priority identified in the Housing Production Plan was to partner with private developers, and Habitat for Humanity North Central Massachusetts was listed as one of those partners.

Massachusetts home sales prices are much higher than the national median and the lack of affordable housing remains a significant problem in North Central Massachusetts. According to the Donahue Institute, Massachusetts residential construction permits, 1.9%, was lower than that of the New England Region, 4.5%, and the United States as a whole, 4.3%. Approximately 17.7% of Hubbardston's housing stock was built before World War II and 43% of the housing stock is over 5 years old. According to the US Census, 87% of the housing stock is owner-occupied, with a median value of \$281,700, a value not affordable to those earning less than area median income.

Hubbardston is home to 4,708 residents, an increase of approximately 19% from 2000. In 2019, 62% of Hubbardston's population was aged 18-64, with a median age of 46.1, and seniors made up 19%, which is 20% higher than the state average. According to housing.ma, between 2005 and 2012, school enrollment decreased by 660, or 20 percent. In Hubbardston, the aging of the Baby Boomers will cause the senior population to increase by 1,100 people, or 270 percent, through 2030. The total population is projected to increase by 800, or 18 percent, over the same period. In Hubbardston, 9.1%, 12%, and 8.1% of households are extremely low, very low, and low income, respectively. This means that 29% of all households qualify for federal and state affordable housing programs based on household income. Younger households, non-family households, and elderly households typically have lower-incomes and are more likely to rent. They are also more likely to be cost-burdened. Almost a third, 31.5%, of Hubbardston homeowners and 83.5% of renters are cost-burdened, paying more than 30% of their income towards housing expenses

The impact of a stable living environment is generational because it is seen to break the cyclical and unpredictable nature of poverty. There are well-documented gains for families, particularly for children who grow up and thrive in a constant and healthy location. Families in their own homes enjoy a 13% to 23% higher-quality home environment. There are greater cognitive advances and fewer child behavior problems. Math achievement is up to 9% higher and reading achievement is up to 7% higher (Ohio State University, 2001). Improved child cognition can mean further educational opportunities and higher future earnings. Other studies have also shown that homeownership often reduces child behavior problems and reduces the likelihood of high school dropout and teen pregnancy. The benefits of homeownership affect neighborhoods and towns. According to Green and White (1996), children of homeowners stay in school longer than children of renters. Dietz and Harin (2000) found homeownership positively impacts household wealth, home maintenance, political-social activities, health, self-esteem, and child outcomes.

3) HOW DOES THE PROJECT MEET THE CRITERIA OF THE COMMUNITY PRESERVATION COMMITTEE?

Habitat for Humanity is an invaluable partner when it comes to assistance meeting affordable housing goals with efforts being made possible through Community Preservation Act funds. It is extremely challenging for people who fall into low income categories to find a home. Habitat for Humanity North Central Massachusetts helps local towns increase the stock of affordable housing. The new Hubbardston home is designed to be economical, energy-efficient, and accessible. Habitat NCM makes sure housing costs fit the homeowners' ability to pay. The cost of the home is derived from a formula that ensures the cost of homeownership does not exceed 30% of the workers' gross income. The homeowners buy the house with a 20 to 40-year, no-interest mortgage. Homeowners partner with Habitat NCM through "sweat-equity" and help build their home alongside volunteers, learning home building and maintenance skills while fostering pride in homeownership and a sense of community.

The Habitat for Humanity NCM home build helps the town of Hubbardston meet the Community Housing Guidelines which include:

- Contribute to the goal of achieving 10% affordable housing
- Promote a socioeconomic environment that encourages a diversity of income, ethnicity, religion, and age
- Provide housing that is harmonious in design and scale with the surrounding community
- Intermingle affordable and market-rate housing at levels that exceed state requirements for the percentage of affordable units
- Ensure long-term affordability

The Hubbardston home will be included on the Subsidized Housing Inventory and will count towards the goal of the Town of 10% affordable housing. Through the use of a DHCD deed rider, the homes will be affordable in perpetuity. The affordable home will be located next to three new market-rate homes, with a design similar to homes in the area.

4) DESCRIBE YOUR CAPABILITY TO CARRY THE PROJECT THROUGH

Established in 1988, Habitat for Humanity North Central Massachusetts (Habitat NCM) is an independent affiliate of Habitat for Humanity International, a non-profit housing organization that builds strength, stability and self-reliance through shelter. Habitat NCM's mission brings people together to build homes, communities, and hope. We seek a world where everyone has a decent place to live. Working with our partner families and community volunteers, we accelerate and broaden access to affordable housing for low-income families as a foundation for breaking the cycle of poverty.

Like all US-based affiliates, Habitat NCM began as a volunteer-run organization building a house every few years for many years. As we matured, more homes were built and the operation added an Executive Director and Construction Manager. A home improvement store, the ReStore, was added seven years ago to resell donated household and construction materials to raise funds for building as well as keep usable material out of landfills. A Critical Home Repair program was added six years ago in order to serve more low-income families and preserve existing affordable home stock. Habitat NCM is now in a strategic position to meet the goals set by its Board by increasing our capacity to build and repair twenty-six affordable homes for low-income families per year.

Our Construction Manager is a licensed contractor with thirty years of experience in both building, real estate and project management. He is practiced in the supervision of our volunteer building crews and is responsible for the construction of our homes. He has worked with Habitat NCM for 1.5 years.

In the last 33 years Habitat NCM built 37 homes in north central Massachusetts, the latest in Ashburnham, Acton, Fitchburg, and Ayer, and completed 75 critical home repairs, the latest one for a homeowner in Fitchburg. The homes built have been two to four bedrooms, a mix of single family and duplex homes, and a combination of new construction and rehabilitation projects. In all projects we have worked closely with town boards and departments, local groups and companies as well as community residents to plan, build and fund the homes. The most recent homes completed on Lake Shore Drive in Ashburnham were part of the Local Action Unit program and are included on the Subsidized Housing Inventory for Ashburnham, and the current home being built in Athol is also approved as a LIP unit. Habitat NCM worked with the towns and DHCD to complete an approved marketing plan and regulatory agreement. Habitat homes are expected to be affordable to home owners earning less than 60% of area median income in perpetuity and deed riders are used to ensure affordability for future owners.

Habitat has had the privilege of working with other neighboring and nearby towns to build affordable homes on town-owned properties by leveraging Community Preservation Act funding. Two recently completed projects are a duplex on Central Avenue in Ayer and renovation of an historic duplex in Acton. The towns voted to utilize the properties for affordable housing as well as allocate Community Preservation Act funds to purchase materials for building of the homes.

5) PROJECT BUDGET

Hubbardston, 2021	One three-bedroom home
SOURCES OF FUNDS	
Donations includes individuals, organization, grants, fundraisers	\$124,951
CPA Grant Request	\$20,000
FHLB AHP	\$25,000
Downpayment	\$1,500
TOTAL SOURCES	\$171,451
USES OF FUNDS	
Cost of lot (donated)	\$1
Planning & Engineering	\$6,000
Site Improvements	\$35,000
Foundation	\$9,000
Septic	\$9,250
Well	\$7,500
Framing	\$21,000
Counters & Cabinets	\$5,000
Bath, Door & Closet Hardware	\$1,000
Electrical	\$10,000
Plumbing	\$14,000
Heating	\$8,500
Windows & Doors	\$4,000
Exterior Veneer	\$3,000
Interior Trim	\$2,400
Floor covering	\$2,800
Porch Materials	\$1,000
Insulation & Drywall	\$11,000
Fees, including legal	\$1,500
Paint & Supplies	\$1,000
Roofing	\$3,000
Utilities	\$2,000
Misc	\$2,000
Landscaping and Loam	\$1,500
Appliances	\$1,000
Contingency	\$3,000
Site Supervision	\$6,000
TOTAL	\$171,451

Attachments:

Sample House Plan



East Elevation



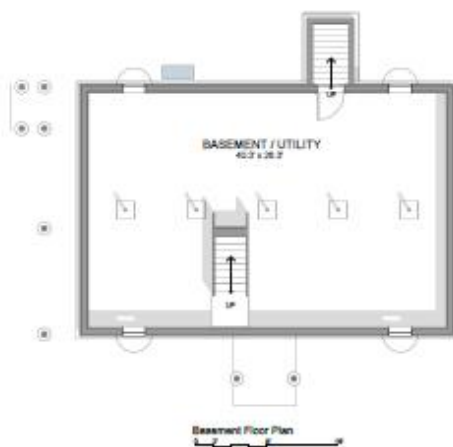
South Elevation



West Elevation



North Elevation



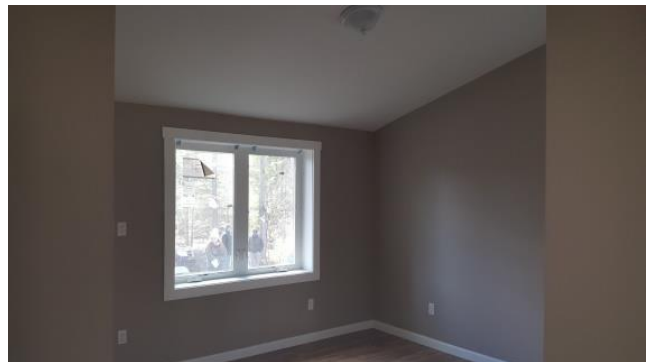
Basement Floor Plan



1st Floor Plan

LIVABLE FLOOR AREA: 1,084 SQ. FT.

Finished Home Example: 189 Lake Shore Drive, Ashburnham



Finished Home Example: Central Avenue, Ayer



1) **PROJECT DESCRIPTION (please limit to one page)**

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These funds are requested and will be matched 4:1 to ensure the land is permanently conserved for public recreation; including hiking, hunting, mountain-biking, horseback riding, birdwatching and educational activities, and will be protected from future development. Total appraised value of the conservation restriction is \$350,000. The East Quabbin Land Trust is partnering with the Massachusetts Department of Conservation and Recreation (DCR), who will hold and monitor the conservation restriction in perpetuity. Funding from the Town of Hubbardston will be matched with funds from the DCR, private foundation grants and individual contributions.

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The entire 275-acres is proposed for conservation, bolstering the conservation corridor in eastern Hubbardston for wildlife and multi-use recreational trails.

2) **NEED FOR THE PROJECT**

- Conservation corridor: The 149-acres directly links other conservation lands from the East Branch of the Ware River to Bickford Pond and Wachusett Mountain State Reservation.
- Critical Natural Landscape: The entire property is identified as Critical Natural Landscape by the Commonwealth's Natural Heritage Program BioMap2, which designates strategic biodiversity conservation priorities. Critical Natural Landscape designations include the largest blocks of undeveloped lands, including uplands that buffer wetland, aquatic and coastal habitats.
- Priority Habitat for Rare Species: Approximately 20% of the property is also designated as Priority Habitat for Rare Species.
- Interior Forest Habitat: 10% is interior forest habitat, meaning that these acres are not impacted by roads or structures. These designations acknowledge the critical role that these undeveloped woods and abandoned fields play in providing habitat for our native wildlife.
- Wetlands: Wetlands are found along the Lombard Road frontage. Also a wetland complex runs north-south bisecting the eastern third of the property. Wetlands and water resources are critical areas for wildlife and diversify the vegetation present on the land.
- Recreational trails: Existing recreational trails can be upgraded and expanded to create a network on the property and links to adjoining conservation areas. Trail linkage can include connections with the Mid-State Trail and trail network at Wachusett Mountain State Reservation.
- Public Drinking Water: Water from the property flows into the East Branch of the Ware River, part of the public water supply for the region and identified as an Outstanding Resource Water in Massachusetts.
- Financial benefits: Decades of studies have shown that open space in a community increases the value of local property, thus adding to the tax base, and requires less town resources and expenses than residential development.

CPA PROJECT APPLICATION

CPA PROJECT APPLICATION DUE JAN 15TH FOR CONSIDERATION AT ANNUAL TOWN MEETING AND JULY 15TH FOR FALL TOWN MEETING. APPLICATIONS SUBMITTED AFTER THAT DATE MAY NEED TO BE DEFERRED TO A LATER TOWN MEETING

10 copies of the application must be submitted in person to the Town Clerk

APPLICANT: Trustees, Hubbardston Public Library PROJECT NAME: Foundation, Brickwork, Grading

DATE: January 7, 2021

CONTACT PERSON: J. Amato

TELEPHONE: 978 868 8460

ADDRESS: 7 Main St., Unit 8

EMAIL ADDRESS: josephineamato2015@gmail.com

AMOUNT REQUESTED: \$20,000

PROJECT SPONSOR: Library Trustees

FUNDING CATEGORY: OPEN SPACE ____ HISTORICAL X HOUSING ____ RECREATION ____

THE PROJECT HAS BEEN APPROVED BY Library Trustees COMMITTEE

DATE: January 7, 2021

(It is recommended that projects be submitted to a relevant town committee or commission for comment and approval.)

PLEASE PROVIDE THE INFORMATION REQUESTED BELOW AND ATTACH SEPARATELY TO THIS APPLICATION

1) PROJECT DESCRIPTION (please limit to one page)

2) NEED FOR THE PROJECT

3) HOW DOES THE PROJECT MEET THE CRITERIA OF THE COMMUNITY PRESERVATION COMMITTEE?

4) DESCRIBE YOUR CAPABILITY TO CARRY THE PROJECT THROUGH

5) PROJECT BUDGET (please attach on a separate page. Show total budget for project and ALL other sources of funding)

6) ATTACHMENTS (please list and attach any supporting documents that help describe your project e.g. maps, plans, photographs)

REQUEST RECEIVED BY COMMUNITY PRESERVATION COMMITTEE ON _____

RECOMMENDED FOR TOWN MEETING APPROVAL _____ NOT RECOMMENDED _____

IF NOT RECOMMENDED, WHY _____

DATE OF VOTE _____

SIGNED BY _____

CPA Project Application

January 7, 2021

Existing Project: Foundation Assessment and Northeast Corner Repair

Existing FY2021 Funding: CPA Funding from prior fiscal years.

Accomplished: Assessment Inspection Report by Johnson Structural Engineering dated December 29, 2021

The assessment inspection was conducted and informs both the work at the Northeast corner to complete the original effort as well as the methodology to do the extended effort as described below to complete the building brickwork and foundation in total.

Funding: The assessment inspection cost approximately \$3,000. The remaining funds will pay for exterior brick and mortar repairs at the northeast corner as originally defined. Please note that we will try to expend the funds from previous years in FY 2021. If not possible, ***we request the Committee please vote to extend the time to expend these funds into FY2022.***

New Application: Extension of Existing Foundation Project per Assessment Report Recommendations

1. Project Description:

Building Exterior:

1. Expose east (front) wall foundation, left and right of stairs to structurally sound wall.
2. Expose in 2'-6" sections to support the wall and preserve wall integrity
3. Remove deteriorated foundation bricks and replace with new bricks and mortar. Add an exterior waterproof coating below grade.
4. Lower the grade approximately 6-inches below the window sills and slope the grade to divert storm water away from the building wall. De-commission the well. Regrade, re-seed, re-plant front area.
5. Repoint the granite mortar 'all the way around' the building at two elevations. Selectively re-point the brickwork as found in need of repair. Much of this can be reached and done from grade. Elevated portions can be done from a man-lift, thus avoiding scaffolding. The mortar used will be matched to the original (as was done when the chimneys were re-pointed during the slate roof project.)

Building Interior:

Remove the interior wall coating from the foundation wall at the northeast corner. See assessment report photos 9 and 10. Repair any deterioration found and apply a waterproof coating. Finish the interior.

2. Need for the Project:

The project is necessary as both restorative repair maintenance and preventive maintenance. Accomplishing this work now reduces the cost of future maintenance.

3. How does this work meet the criteria of the community preservation committee?

The Hubbardston Public Library is registered with the Massachusetts Historical Commission. This project provides historical preservation of Hubbardston's most valuable historical building.

4. Describe your capability to carry the project through.

This project will be managed in the same manner as past project of significantly larger dollar value. Working closely with the Town Administrator, work scope will be defined, quotes obtained, contract(s) awarded, contractor(s) overseen, and the project closed out. We will explore the use of Town (DFW) resources. We will also coordinate with the Complete Streets Project plans for common grading, storm water considerations, etc.

5. Project Budget: Total \$25,000. (Includes 10% contingency)

Sources of funds: CPA Funding – FY2022 Request \$20,000.

Library Funding - Fairman Trust Income \$ 5,000.

Attachment: Inspection Report by Johnson Structural Engineering dated December 29, 2021

JSE JOHNSON STRUCTURAL ENGINEERING, INC.
101 Huntoon Memorial Highway (Rt. 56), Rochdale, MA 01542 (508) 892-4884 Fax (508) 892-0477

December 29, 2020

Town of Hubbardston
7 Main Street
Hubbardston, MA 01452
Attn: Ryan McLane

Re: Foundation Inspection
Hubbardston Library

Dear Mr. McLane:

As per your request, Michael R. Johnson and Robert A. Johnson of Johnson Structural Engineering (JSE) performed an inspection on the existing Hubbardston Town Library foundation. The purpose of the inspection was to review the condition of the existing brick foundation where there are deteriorated and missing bricks along its perimeter.

Mike Johnson of Johnson Structural Engineering performed a site visit on November 23, 2020 to review the existing condition of the foundation and advise which areas required further exploratory work to review. As a result of this site visit, we recommended exposing the brick foundation along the front of the Library where the grade is high. It was requested that multiple test pits be dug along the front of the foundation wall down to where the masonry was no longer deteriorated or to a solid foundation. The masonry appeared to be in better condition on the two sides of the building as well as the rear where the grade is lower. It was also requested that a 2'x2' area be cut out of the interior drywall so that we could review the interior face of the brick foundation wall and determine if the deterioration reached the inside of the building.

Robert A. Johnson performed a site visit on December 9, 2020 after the test pits had been dug and the exterior foundation wall was exposed below grade. The front right corner (as viewed from the street) of the existing foundation wall is severely deteriorated and missing bricks that have fallen out in the corner of the wall by the existing retaining wall (see photograph #1 - #4). The test pits revealed that there is an existing concrete coating just below grade and the brick foundation wall below this level appears to be in better condition (see photographs #5 and #6). Due to the bottom 12" of the brick wall being exposed to earth, water overtime has infiltrated the brick and during the winter months of freezing and thawing, has displaced and deteriorated the brick and mortar. The deteriorated brick will need to be removed, replaced, repointed and completed in small sections so that the structural integrity of the wall is not compromised. The wall shall be repaired in no more than 2'-6" foot wide sections at a time. The drainage along the front of the building should be reviewed so that future water does not collect along the perimeter of the foundation wall and so that

water is diverted away from the building. It was discussed on site that the grade along the front of the building be lowered to reduce the exposure to earth along the brick foundation. JSE strongly recommends that the front of the building is regraded to reduce the exposure of the brick foundation wall to earth, or that a pitched concrete apron is poured against the building that extends a minimum of 4 feet away from the building to divert water from the brick foundation wall. JSE can provide details for this concrete apron option if requested. If the front is to be regraded, waterproofing shall be applied to the face of the brick wall to protect against future water damage.

The joint between the bottom of the granite band along the perimeter of the building is also deteriorated and will need to be repointed around the entire building. There are multiple locations where the exterior brick is cracked and the mortar is deteriorated (see photographs #7 and #8). The deteriorated joints and cracks shall be repointed with an appropriate color matching mortar due to the Library's historical significance. The mason shall submit mortar samples for the Library and its Architect for review prior to starting any work.

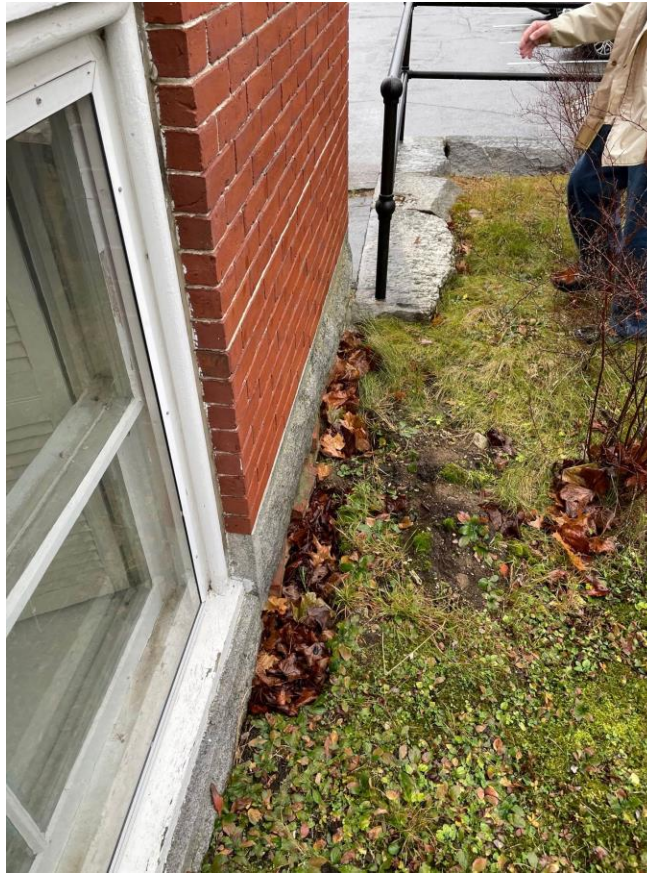
It was also noticed during the site visit that there is water damage to the interior wall in the activity room on the front side of the building. At the time of the site visit, the interior drywall was still in place so JSE was not able to see behind the drywall. However, water damage is evident and is likely seeping in through the damaged exterior brick foundation wall (see photographs #9 and #10). The drywall shall be removed for approximately 4 feet in height along the entire length of the activity room and repaired after the exterior concrete apron or waterproofing is installed to prevent mold.

If you have any questions regarding this report, please do not hesitate to call.

Sincerely Yours,
Johnson Structural Engineering, Inc.

A handwritten signature in black ink that reads "Robert A. Johnson, P.E.".

Robert A. Johnson, P.E.
President



Photograph #1 – Location of Severely Damaged Brick (Prior to Excavation)



Photograph #2 – Close Up Photo of Damaged Brick From Photograph #1



Photograph #3 – Close Up of Deteriorated Brick From Photograph #1



Photograph #4 – Test Pit at Deteriorated Brick (After Excavation)



Photograph #5 – Test Pit Location



Photograph #6 – Concrete Coating Below Granite Sill



Photograph #7 - Exterior Brick to be Repointed



Photograph #8 – Exterior Cracks to be Repointed



Photograph #9 – Activity Room Exterior Wall Water Damage



Photograph #10 – Activity Room Exterior Wall Water Damage

CPA PROJECT APPLICATION

CPA PROJECT APPLICATION DUE JAN 15TH FOR CONSIDERATION AT ANNUAL TOWN MEETING AND JULY 15TH FOR FALL TOWN MEETING. APPLICATIONS SUBMITTED AFTER THAT DATE MAY NEED TO BE DEFERRED TO A LATER TOWN MEETING

10 copies of the application must be submitted in person to the Town Clerk

APPLICANT: Trustees, Hubbardston Public Library Project Name: Main Floor Rehabilitation

DATE: January 7, 2021

CONTACT PERSON: J. Amato TELEPHONE: 978 868 8460

ADDRESS: 7 Main St., Unit 8 EMAIL ADDRESS: josephineamato2015@gmail.com

AMOUNT REQUESTED: \$10,000 PROJECT SPONSOR: Library Trustees

FUNDING CATEGORY: OPEN SPACE ☐ HISTORICAL ☒ HOUSING ☐ RECREATION ☐

THE PROJECT HAS BEEN APPROVED BY Library Trustees COMMITTEE

DATE: January 7, 2021

(It is recommended that projects be submitted to a relevant town committee or commission for comment and approval.)

PLEASE PROVIDE THE INFORMATION REQUESTED BELOW AND ATTACH SEPARATELY TO THIS APPLICATION

1) PROJECT DESCRIPTION (please limit to one page)

2) NEED FOR THE PROJECT

3) HOW DOES THE PROJECT MEET THE CRITERIA OF THE COMMUNITY PRESERVATION COMMITTEE?

4) DESCRIBE YOUR CAPABILITY TO CARRY THE PROJECT THROUGH

5) PROJECT BUDGET (please attach on a separate page. Show total budget for project and ALL other sources of funding)

6) ATTACHMENTS (please list and attach any supporting documents that help describe your project e.g. maps, plans, photographs)

REQUEST RECEIVED BY COMMUNITY PRESERVATION COMMITTEE ON _____

RECOMMENDED FOR TOWN MEETING APPROVAL _____ NOT RECOMMENDED _____

IF NOT RECOMMENDED, WHY _____

DATE OF VOTE _____

SIGNED BY _____

1. **Project Description:** Library - Main Floor Re-habilitation

- **Director's Office**

Purchase and install new bookcase. Modify and re-arrange storage area to gain space efficiency and room to function. Director's office is incredibly cramped.

- **Interior Storm Windows**

Purchase and install single thickness glass storm windows on the front wall high windows. This will require a man-lift. The storm windows would be the same configuration as exist on other windows. Make minor repairs to other existing storm windows.



- **Numerous 'leaks' of cold air entry around main floor and window frames**

Work includes wallboard mud, sealant, minor carpentry, paint, etc.

Example: Leaks at Northwest corner at floor



Example: Main Room – Leaks at West window floor and around window frame

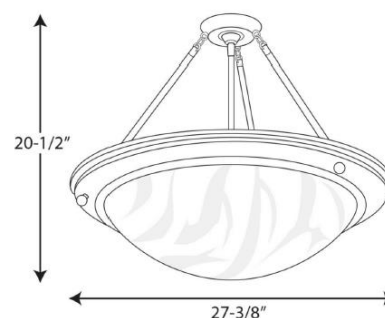


- **Children's (south) Room Lighting**

Replace tube lights with three major high efficiency fixtures. Use existing circuitry and junction boxes.



Progress Lighting
Eclipse 4-Light Antique Bronze Semi-Flush Mount



2. Need for Project:

Director's office is incredibly cramped.

Children's room needs effective lighting.

Storm windows, leaks, etc. enhance heating system efficiency and the comfort of employees and library users.

3. How does the project meet the criteria of the Community Preservation Committee?

Library is registered with the Massachusetts Historical Commission and the Town's most significant historical building. This project maintains and helps preserve this historical building.

4. Describe your capability to carry the project through.

This work is well within the capability of numerous contractors.

5. Project Budget:	CPA Funds:	\$ 10,000.
	Library Donation Fund:	\$ 2,500.
	Total:	\$ 12,500. (includes 10% contingency)

6. Attachments: None