

Town of Hubbardston
Community Preservation Committee

Minutes

Meeting of May 21, 2014

Meeting Opened at 7:03 PM

Present:

Danielle Arakelian – Member at Large

Jassy Bratko – Chairman / Hubbardston Open Space Committee

Donna Farrell – Member at Large

Susan Fox – Member at Large

Tony Coppola – Conservation Committee

Dennis O'Donnell – Finance Officer / Housing Authority

Sanda Barry, Parks Commission

1) Minutes

Motion: Dennis / Second: Sue

To approve the minutes of March 19, 2014 with one correction

Vote: Unanimous

2) Historical Records Update

A memo was received from Joyce Green, Town Clerk reporting that “Phases One, Two, & Three have been completed and returned to the town vault. Phase Four is currently at the restoration facility in Vermont with anticipated completion of the work sometime in August 2014.” This project should be completed within budget; with an excess of \$4265. The Town Clerk has inquired regarding the necessity of submitting a new application to use these remaining funds to convert some records which were not scanned from microfilm/microfiche to a digital format. A motion to request pricing information and allow the digital conversion was discussed. If this project remains within budget, no new application will be needed. A letter will be sent advising the Town Clerk.

Motion: Sanda / Second: Tony

To approve gathering of pricing information to complete digital conversion of town records as outlined in memo dated May 15, 2014 from Town clerk.

Vote: Unanimous

3) Tennis Court Update

Sanda reported that the survey has been completed and the job has gone out to bid. The bidding deadline is June 12, 2014. A project completion date has been set for August 15, 2014. The Parks Commission has \$50,000 to use and will determine whether one or two courts will be installed after reviewing bids. Additional grant monies were applied for via the Parks Grant and the Tennis Association, but not received.

4) Review Warrant Articles

Treasurer Dennis O'Donnell provided spreadsheet which indicated Article 3 for Special Town Meeting adjusted for additional matching funds received FY14. Article 23 for Annual Town Meeting includes estimated local funding plus 23% state match. Estimated FY14 beginning balance is \$199,899.26. All new projects considered will need to account for the new town requirement that interest be paid for any funds borrowed.

5) Any other business

Barbara Carpenter from the Historical Commission was not present, but did advise Dennis O'Donnell that the Parish Cemetery Project approved and funded in 2008 is scheduled for completion by next month.

Sanda reported that the Long Range Facilities Planning committee was holding a public meeting at the Center School cafeteria on May 27, 2014 to gather public opinion regarding the repair/replacement of town buildings.

Deadline for new projects submission is August 15, 2014.

No members of the public were present for the posted question and answer session.

Next meeting August 20, 2014

Motion: Tony / Second: Dennis
To adjourn the meeting at 7:52 pm
Vote: Unanimous

Respectfully Submitted: Sheila Chicoine, Clerk

Approved: