



TOWN OF EAST LONGMEADOW
COMMUNITY PRESERVATION COMMITTEE

Zoom Meeting
East Longmeadow, MA 01028

Chair Jonathan Torcia, Planning Board

Lynn Booth, Housing Authority	Thomas O'Brien, Board of Public Works
Ralph Cooley, Historical Commission	Thomas Kaye, Recreation Commission
Frances Corgnati, Conservation Commission	Anthony Zampiceni, At-Large
Brian Davis, At-Large	VACANT – At-Large

MINUTES

Thursday, February 4, 2021 6:30 p.m.
Via Zoom

Present: Chair Jonathan Torcia, Lynn Booth, Ralph Cooley, Frances Corgnati, Brian Davis, Thomas Kaye, Anthony Zampiceni

Absent: Thomas O'Brien

Also Present: Stuart Saginor, Executive Director, Community Preservation Coalition, Bruce Fenney, Superintendent Gordon Smith, Greg Thompson School Committee Chair, Tina Osgood from Norcross House, Donna Martinez from Norcross House

CALL TO ORDER: Chair Torcia opened the meeting at 6:30 pm and CPC members introduced themselves and their committee affiliations as reflected above.

MEETING MINUTES: Chair Torcia stated that he will catch up en masse meeting minutes from past meetings, review and get them approved at the March meeting.

GUEST SPEAKER: Stuart Saginor, Executive Director, Community Preservation Coalition gave his presentation on CPA and a copy will be sent to all committee members. There are four categories/buckets for CPA funds with a required minimum spend/reserve of 10% for 1) Housing, 2) Open Space & Recreation, 3) Historic, and an optional up to 5% for administrative expenses.

FINANCIAL INFORMATION: Frances Corgnati requested a copy of the current budget. Chair Torcia communicated that he'll be meeting with the Town Accountant for the most current budget and will share with the Committee.

REVIEW OF APPLICATIONS:

Project 1 Application Discussion - East Longmeadow High School Track Resurfacing

The group discussed that the track resurfacing is necessary and if not completed within the appropriate timeframe it will be considered unable to use and will become more expensive to repair. The total CPA Funding Requested for the project is approximately \$135,000 with the total project cost approximately \$163,000. There is \$28,000 that will come from the Athletic Rental Revolving Account. Of the total required amount, there is \$25,000 for Gale Associates Engineering Firm. It was also noted that Longmeadow has recently used CPC funds to resurface the track.

There was a discussion if this project qualified as a capital improvement vs maintenance. A distinction was made between standard/typical annual maintenance, which is funded annually, and the resurfacing that is being requested. The project will be completed during the summer months and will take approximately 2 weeks.

Based on the discussion and the feedback from Stuart Saginor, Executive Director, CPC supported that this project could qualify for CPC funds if properly approved. This similar discussion has been had by several towns and decisions have gone both ways. Saginor communicated that there is no state approval / oversight on how towns use their CPC funds.

Motion: Anthony Zampiceni made a motion to move forward was seconded by Ralph Cooley. The results were:

- 3 yes: Anthony Zampiceni; Ralph Page; Brian Davis
- 1 no: John Torcia
- 3 abstention: Frances Corgnati, Tom Kaye, Lynn Booth

The Chair will bring back a vote at the March meeting, obtain budget figures and will have all questions from committee members answered.

Project 2 Application discussed and voted upon – Norcross House Porch Repairs (Historic Preservation)

Repairs to the Porch of Norcross House for \$11,625 located at 89 Maple St, East Longmeadow, MA 01028.

Motion: A motion was made by Frances Corgnati and seconded by Ralph Cooley. The results were unanimous to move forward to Town Council for a vote.

Project 3 Application discussed and voted upon – Norcross House Carriage Door Repair (Historic Preservation)

Repairs to the Porch of Norcross House for \$13,400 located at 89 Maple St, East Longmeadow, MA 01028.

Motion: A motion was made by Frances Corgnati and seconded by Ralph Cooley. The results were unanimous to move forward to Town Council for a vote.

OTHER APPLICATIONS: Chair Torcia will work with the two applications, Bark Park Sidewalk project at Heritage Park as well as the Pine Knoll playground application previously approved to present before Town Council.

OTHER: Jennifer Kerr, Town Manager's administrative assistant, will be updating contact spreadsheet to include emails and phone numbers of Committee Members. Currently the committee has no Administrative Assistant; Committee recommendations welcome.

ANNUAL REPORT: The Annual Report will be forthcoming to the committee.

AGENDA FOR NEXT MEETING

The proposed agenda for March 4, 2021 meeting will include:

- A. Discussion of high School track project
- B. Budget numbers forthcoming
- C. Improving the manner in which we do procedures (email suggestions to Jonathan)
- D. Discussion of Heritage Park Architectural Design funds previously approved (\$113,000)

Motion: There was a motion made to adjourn by Tom Kaye and seconded by Frances Corgnati. All committee members were in favor.