



Lancaster CPA Comm Minutes 1/18/24 via Zoom

Members Present: Linnea Lakin Servey, Win Clark, Marilyn Largey, Tom Seidenberg, Amy Brown, Margot Hammer-Streeter

The Chairman convened the public hearing at 6:00 pm.

The Chairman welcomed Danial Lapen, guest.

There were no public comments.

The second agenda item was the approval of minutes from December 13, 2023. A motion was made and seconded to approve, and the motion passed unanimously via a roll call vote.

Third agenda item: Member Clark condensed the form discussed at the last meeting but said he feels we do not need a preapplication form. He said that instead, he suggests that people meet with the Committee rather than have a formal pre application form/process. Member Largey said this is a great tool to help drive the conversation with both residents and boards. Member Clark said he created the form to help facilitate conversation within the committee, as a guideline, which he presented and explained to the committee members. He said he also set up a way to score the criteria for each project.

Discussion ensued regarding the form and how to best utilize it, as needed, as well as how to fund projects in stages, if necessary. Member Clark said it is meant to be a good way to facilitate discussion. Member Seidenberg said it is short and sweet, which is good for such a small board. Member Largey said she is concerned about the complexity of building housing and what other boards would need to be involved. Member Clark said that that is different because housing often requires long term bonding. He said a feasibility study could be something that checks all the boxes. Chairman Lakin Servey said the money could be

earmarked for specific projects that will require more money and to be completed in stages. Discussion ensued how best to work on multi-phased projects, perhaps using CPA funds for studies and/or architectural plans at the onset. Chairman Lakin Servey said that a donation could possibly be made to Habitat, for example, towards affordable housing.

Chairman Lakin Servey said bonding must be paid with the debt service and that should be kept in mind. She said the CPA would commit a certain amount to cover the bond and pay off the debt, noting that we must know those funds are coming in every year. She said there is information on the bonding process on the Coalition website. Member Clark said bringing in bonding makes larger projects possible.

Chairman Lakin Servey said that only two applications have been received thus far.

Discussion ensued regarding an email from Bruce Easom, CPA treasurer for the Town of Groton, explaining how they handle the funds for projects, etc. Mr. Easom said Groton picks a CPA liaison for each project. Chairman Lakin Servey said that if money is left over, she wants to make sure it goes back into the CPA fund it was allocated to.

Raising CPA awareness in the community: Member Clark said he has some ideas of simple ways to remind people that funds are available. He said we want people to be thinking about possible projects all year long, noting that an occasional Facebook post is helpful. He said the CPA members on other committees should work to get CPA on the agenda a few times per year, and then leave it up to the committees to get word out. Member Seidenberg said that now that there is a conservation administrator, they have the time to work on potential projects. He then described some projects that will come before the CPA committee. He said that getting additional land for conservation is another area of interest for CPA funds and suggested keeping an eye out for potential parcels to acquire. Chairman Lakin Servey said there is a process to acquire land under a time constraint. Discussion ensued regarding other possible land acquisition.

Chairman Lakin Servey said she spoke to several people about the Cook Conservation parking lot improvement/handicap access update. She said that the area is almost totally accessible now, but there are a few tweaks necessary.

Discussion ensued regarding rules and regs re: using conservation land.

Dan Lapen said that horses can go on conservation land, with some restrictions.

Member Largey said she wants more resident engagement and suggested a presentation at town meeting. Member Clark noted that we had ten minutes allocated for town meeting to present all info but said it is a good idea to bring as much info as possible to the public. Member Seidenberg suggested using the master plan update forum to get ideas out, particularly because CPA funds can be used for some parts of the plan. Chairman Lakin Servey said the five-year plan could be incorporated into the master plan.

Member A. Brown said that the SL tv committee could help with creating a video, etc., to get CPA information out of there.

Discussion ensued regarding what CPA information is available for streaming or on the town website.

Two project applications have been submitted thus far: the first is for tennis court renovation/pickle ball court creation. Of note: The space can be shared with tennis and pickle ball. Member Clark said there are existing decrepit tennis courts, noting that the Master Plan has them moving behind the baseball fields due to poor drainage at the existing site. He said a hydrology report is needed to determine whether the new courts could be put in the current location, which would make it less expensive due to less site work needed. He said the initial amount requested, which is high, will be lowered. He said that at the town beach, there is a gate with official parking beyond the gate. He said they want to move the gate out to the road to facilitate parking/use management, noting that the existing gate is very rusty.

Chairman Lakin Servey presented a spread sheet of funds. Discussion ensued regarding how to get the tennis court project before town meeting as there is not enough funds currently.

Member Seidenberg said that the existing footprint for the courts is important for Cons Comm approval as they are in the ACEC.

Chairman Lakin Servey said that the library is likely to ask for funds to repair some water damage, but it should not be expensive.

The next meeting will be on Wednesday, February 7, 2024, at 6 PM.

Member Hammer-Streeter made a motion to adjourn at 7: 02 pm. The motion was seconded and passed unanimously via roll call vote.

Respectfully submitted by Margot Hammer-Streeter

Approved