

Town of Agawam  
Community Preservation Committee

**Committee Minutes**  
**October 29, 2007**

Present: Henry Kozloski; Chair, Vi Baldwin, Dottie Drewnowski,, Louis Russo, Ray Moreau, Tom Tierney, Richard Maggi, Dick Bennett, Corinne Wingard , Jennifer Bonfiglio, Chris Sparks, Dennis Perry, Joe Mineo, Jill Simpson, Darren Driscoll, Rick Seldomridge, Dale Melanson

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

1. *City Council Ad-Hoc CPA Sub-Committee: Discussion of School Street Park*
  - Dennis Perry advises the committee that questions have been brought to the Council regarding the School Street Park concerning the buffers, path location and water problems. Abutters questioned whether the park has been built according to plan.
  - Chris Sparks reads a letter responding to all the questions raised to the council. Chris advised that all plans dated prior to 2/2/07 are not valid. The 2/2/07 plans were approved on 4/2/07. Chris references those project plan and blue prints. Chris also references a questionnaire sent to the abutters. .
  - Dennis Perry refers to the 2005 Master Plan and questions why no walkway was shown. He stated that he based his approval on that plan.
  - Henry Kozloski advised that Conservation Commission had made a change which was why the path had been moved and Chris advises that the Master Plan is conceptual only which then went through all the town department approval processes.
  - Henry read minutes from the Jan. 11, 2007 Conservation meeting referencing relocating the walkway. Chris also read the January 25<sup>th</sup> Engineering memo which also referenced the path. Chris then refers to the 4/2/07 council meeting minutes when Chris advised the council of the detention swells, setbacks, and specifics of property lines and buffers.
  - Darren Driscoll, 33 Liberty Ave. presents pictures that show water flowing into his driveway and property. He wants to know where all the water will go in the springtime when the thaw and rain comes. Henry advised that Conservation should be called to do a site visit. Dennis advised in the minutes that Conservation will monitor for 5 years per the Order of Conditions. Jill Simpson questions if the contractor should notify the town of any problems or issues. Henry advises that they should, although the abutters should also.
  - Joe Mineo asks if the problem will be corrected before winter. Henry confirms that an enforcement order will be issued and the project could be stopped if not corrected.
  - Rick Seldomridge, 11 Liberty Ave. indicates that the trees behind his house are Spruce, and he had requested Arborvitaes. He also indicated that he has not seen any dry wells. Henry advises that he has seen dry wells. He has been out to the site many times for inspections.

- Ray Moreau asks Chris if Spruce can be replaced with Arborvitaes if the residents want that. Darren Driscoll also refers to the plan and states the screening shows trees should overlap to create a screen. Dick Bennet also advises that the plants should be watered, taken care of, etc.
  - Dale Melanson, Seymour Ave., questions the water run-off and has seen a lot of standing water. Henry advised he will do an on-site.
  - Dick asks the councilors if the council expects copies of change orders. Only major changes should be sent to the council.
  - Chris Sparks questions if there have any more issues with the park. Henry feels that are doing a great job and saving money where they can.
2. *CPA Application revisions*
    - Motion to table agenda item to next meeting by Louis Russo, second by Ray Moreau.
  3. *CPA State match and financial report*
    - A financial summary was given by Jen. She advised that we are currently waiting for the Tax Recap to complete the reserves for 2008 revenues.
    - We have received the sate match at 100%.
    - We anticipate the clerks' office coming in with an application for historical records preservation.
    - Chris Sparks advised he will be coming in with 2 recreation application for School playgrounds and master plan for MeadowBrook/ValleyBrook.
    - Vi questions how the parks maintenance will be funded. Chris advised he is working on his budget to increase manpower and equipment.
    - Joe Mineo suggest that when the budget comes before the mayor and council to also contact the finance sub-committee.
    - Henry suggested a letter to the council requesting or advising of the need for additional maintenance funding.
    - Chris would like to see a bigger increase in FY09 to maintain the park.
  4. *CPA Secretary step increase*
    - Motion to align Jen with the town's step rates.
    - Tom Tierney suggests copying the step and putting it into policy with a job description.
    - Louis, Tom, Henry and Vi will meet as a sub-committee to discuss and finalize before presenting to the rest of the committee.
    - Motion to table agenda item by Tom, 2nd by Louis. Vote: unanimous
  5. *Tom officially welcomes Corinne Wingard as our newest member.*
  6. *Motion to adjourn at 8:30 by Louis, 2<sup>nd</sup> by Dottie.*