

Town of Agawam Community Preservation Committee  
**Draft Minutes of CPA Meeting**  
**May 25, 2022**

Members Present: Henry Kozloski, Rich Maggi, Violet Baldwin, Ray Moreau, Vin Ronghi, Doreen Prouty, David Cecchi

Others Present: Jennifer Bonfiglio; CPA Administrator, Frank DeStefano, Councilor Anthony Russo, Scott Medeiros; Woodard & Curran, Pam Kerr

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

1. **Approval of Minutes:** Member Baldwin made a motion to approve the May 5, 2021 meeting minutes. Second by Member Ronghi. All in favor.

2. **FY22 Surplus Revenue Reserves**

Motion by Member Baldwin to reserve \$3,737.46 from the FY2022 undesignated fund balance to the Open Space fund as a result of surplus funds from the state. Second by Member Prouty. All in Favor

Motion by Member Prouty to reserve \$3,737.46 from the FY2022 undesignated fund balance to the Historical Resource fund as a result of surplus funds from the state. Second by Member Moreau. All in Favor

Motion by Member Ronghi to reserve \$3,737.46 from the FY2022 undesignated fund balance to the Community Housing fund as a result of surplus funds from the state. Second by Member Baldwin. All in Favor

Motion by Member Moreau to reserve \$24,293.46 from the FY2022 undesignated fund balance to the Budgeted Reserve fund as a result of surplus funds from the state. Second by Member Prouty. All in Favor

Motion by Member Cecchi to reserve \$1,868.73 from the FY2022 undesignated fund balance to the Administrative fund as a result of surplus funds from the state. Second by Member Ronghi. All in Favor

3. **FY23 Budget Reserves**

Motion by Member Ronghi to recommend that \$76,489.39 be reserved for Open Space from the Community Preservation Fund estimated annual fund revenue for fiscal year 2023. Second by Member Moreau. All in Favor

Motion by Member Baldwin to recommend that \$76,489.39 be reserved for Historic Resources from the Community Preservation Fund estimated annual fund revenue for fiscal year 2023. Second by Member Moreau. All in Favor

Motion by Member Prouty to recommend that \$76,489.39 be reserved for Community Housing from the Community Preservation Fund estimated annual fund revenue for fiscal year 2023. Second by Member Maggi. All in Favor

Motion by Member Moreau to recommend that \$497,181.01 be reserved to a Budgeted Reserve from the Community Preservation Fund estimated annual fund revenue for fiscal year 2023. Second by Member Ronghi. All in Favor

Motion by Member Cecchi to recommend that \$38,244.69 be reserved for Administrative Costs from the Community Preservation Fund estimated annual fund revenue for fiscal year 2023. Second by Member Maggi. All in Favor

4. **Application for Funding- Tuckahoe Rehabilitation: \$2,000,000**

Pam Kerr provides a background explaining an advisory committee was formed in 2018. A Master Plan was completed in 2020. She notes Feeding Hills recreational opportunities are inadequate.

Jen Bonfiglio provides a background stating CPA funded partially funded the design and engineering costs. The design is 60% complete. Woodard & Curran is the engineering firm contracted with. They are in the final permitting phase and will be prepared to bid the project out later this year. The Town applies for a Land and Water Conservation Fund Grant (LWCF) in the amount of \$1,000,000 and was denied. As a part of the denial it was suggested the Town apply for a Park and Land Acquisition Grant (PARC). Woodard & Curran is assisting with that application and a Trails Grant application.

Scott Medeiros, Woodard and Curran presents to the Committee the project summary, improvements and cost estimate. Scott explains the property is a 292-acre property. There are 12 acres of project improvements (plus adjacent land maintenance). 3,500 feet of roadway with an entrance along Pine Street. There will be 5,600 feet of multi-use paths (5-10 feet wide) and 4 parking areas (42 spaces) dispersed across site to access multiple areas. The dam is in disrepair and will be restored. Access and parking will be added past the dam. Scott discusses the recreational opportunities that will be added to the property such as: Multi-use paths for walking, biking, bird watching, snowshoeing, cross-country skiing, ice fishing, pedestrian and bike access at Pine Street (existing sidewalk and bike lane). There will be a new footbridge for viewing at wetland meadow, a canoe/kayak launch at pond and a walkway and platform at dam for viewing and fishing. An open field will be added in the "West Meadow" although there are no plans for active recreation, such as ball fields at this time. ADA access will be provided to all major site improvement areas and educational signs will be added at stormwater management locations.

Scott also adds the additional environmental impacts on the site include the removal of debris and fill from wetlands, the removal of 3 culverts to restore stream segments, restoration of erosion at the dam, water level management for pond, removal of invasive species, restoration of wetland areas and riverfront areas and management of the meadow for recreation and wildlife habitat.

Scott reviews the budget and states the total project cost is estimated to be \$6,130,500 which includes a project contingency of 15% and a construction contingency of 8%.

Jen explains the breakdown of funding:

\$500,000	Tennessee Gas Mitigation Fund
\$238,000	Tuckahoe Fund
\$400,000	FY22 PARC Grant (application submission anticipated in June 2022)
\$50,000	FY22 MA Trails Grant (application submission anticipated in February 2022)
\$2,000,000	Community Preservation Act Grant (application submission anticipated in May 2022)
\$2,942,459	Municipal Bonds / Solar Lease Payments

Member Ronghi questions solar lease payments will support the borrowing by the Town. Jen explains it is anticipated that with the approval of the CPA application and the additional grants and mitigation funds, the Town can support borrowing for the balance of the project with the \$150,000 annual lease payment.

Member Ronghi questions if there are enough parking Spaces. Scott states 42 spaces are provided and this is this sufficient. Jen states there is potential for additional phases of the project. This phase will open the site to the public, providing them access to trails and the pond. The public will decide any future use.

Member Moreau asks if the driveway is wide enough. Yes, It is a two way road with adjacent multi use trails.

Member Prouty asks if there is only one road for vehicles ? Yes, there is also a contingency for more parking.

Member Prouty asks of the pond is big enough for kayaking? It is sufficient for fishing and some kayaking although not very large.

Member Baldwin asks how far along the design is and if changes are expected. Scott explains they are well past 60% design and don't expect any more changes. The only items remaining are primarily permitting and bid documents.

Chair Kozloski states it is possible to add phases similar to the School St. Park project and reminds the committee CPA funded over \$4,000,000 for that project.

Scott Medeiros states this is a barebones concept, yet functional. The community can decide the uses as time goes on.

Chair Kozloski opens the meeting to the public.

Frank Destefano questions if the access road is large enough for emergency vehicles such as a fire truck. Yes  
No further discussion.

Motion to approve \$2,000,000 from the unreserved fund balance by Member Maggi..Second by Member Ronghi. All in favor

5. Application for Funding- Documentation of the Byron C. Roberts Barn:

David Cecchi presents the application on behalf of the Historical Commission. The Byron C Roberts barn, also know as the Browns Farm barn is slated for demolition. The demolition permit was approved by the Historical Commission with condition of documentation. The barn in poor condition and cannot be saved. Member Ronghi questions if the slate roof can they be repurposed or saved? David suggest the Historical Commission can look into it. Councilor Russo suggested checking if existing Town buildings match the slate and pursue the materials if so.

Member Baldwin asks if samples of materials will be taken as part of study. David states the owners plan to build a new barn and reuse some of the materials.

Motion by Member Ronghi to approve and fund from the Historical Reserve Fund, second by Member Prouty. All in favor.

6. **Application for funding- Bench Replacement Program Phase 6:** Aldo Mancini presents the application for funding for Phase 6 of the bench replacement program for the Town of Agawam. Following the same model as previous applications. \$30,000 is requested for benches, shipping and the cost of the concrete. Benches will be places at the Senior Center, High School by tennis courts, O'Brien's Corner Feeding Hills Fire Station, Dog Park and additional locations throughout Town.

The program has been very successful and received positive responses. Previous order at golf course will be going in soon.

Member Baldwin motions to approve the application and fund through the Open Space fund. Member Prouty seconds. All in favor.

7. Motion to adjourn at 7:30 by Member Maggi. Second by Member Prouty. All in favor.  
Chairman Kozloski closed the meeting.