

Community Preservation Committee Public Hearing- April 10, 2025, Washington Room, Town Hall and via Zoom

Attendance: Ronald Lum, Tom Fisher, Bruce Fleischman, Mary West, Alexandra Alexopoulos and Marcell Robateau were in Person; no members were on via Zoom. Town Council Rep, Kevin O'Connell was absent. Also in person were Town Historian, Henry Cooke, and Secretary Kristin McDonald.

This is a pre-application public hearing. Chairperson Ronald Lum opened the public hearing at 6 pm. Secretary McDonald pointed out that the notice was posted in the paper and online March 27th and April 3rd. The deadline to return applications is May 2nd at 4:30 pm in the Town Clerk's Office. There is potential for 3-4 applications, but maybe more. The State Coalition has put up a new document online as to what types of projects are allowed. There is a new a difference between historic and historical. Historic is a document, artifact, photo, item, etc. that is important to the town, but not necessarily old. Historical is items that are more than 50- 100 years old. This document will be provided at the next meeting. Janine Smith, Finance Director would like to attend the next meeting to review the funding budget for this round of applications. Once the next meeting is set, the secretary will reach out to see if this works for Ms. Smith. Ms. McDonald did update the list of open projects to give to the members for their review.

Discussion of meeting dates- May 12th or May 20th may work for the next meeting, looking at the meeting schedules of the various boards the members also sit on. This is a Monday and the Council is not meeting this night. Secretary McDonald mentioned that the members could have just a meeting about finances and then review applications at a later time if they would like. The applications are due May 2nd, so Monday, May 12th is enough time to have a meeting to review applications and review the budget, depending on how many applications are received. Members discussed whether to have a longer meeting and get it all done at once. The Director would only need a short amount of time at the beginning of the meeting. Members agreed to have May 12th to meet with the Finance Director and potentially begin to review the applications. Ms. West is on vacation that week, but if members want to meet it is okay. Members agree to May 12th with May 13th as a backup; the secretary will reach out to the Finance Director to see if she is available to attend.

Review of the project list- Secretary McDonald went through the list in MUNIS and made sure the open project remaining amounts were updated. The Bylaw Archiving project is still open, but it is unclear if this project can continue. Secretary McDonald will confirm with the State on this project and the Records and Documents Preservation (a project previously approved). Mr. Henry Cooke from the Stetson Trustees and the Historical Commission noted that the Mass. Historical Commission and the State Archivist have an advisory board to review documents and make recommendations. The group will also come out and review spaces involved in the keeping of records and see if there are improvements needing to be made and possible grants

the Town could apply for. Last year the CPC approved a project for the scanning of Town documents in the amount of \$75,000. The project went to the Town Council and was approved, but the Finance Director did not think this should be funded since the documents may be historic, but not historical. The application was changed to state that each of the documents would be reviewed by Mr. Cooke to see if they meet the criteria of historic, thus allowing bills to be paid for the time of the scanning. Mr. Cooke has asked the State for clarification of records management vs. historical records management. The Town departments are required to maintain many documents and the Town needs to budget for these. Some documents, however, are historical, like old building and landscaping plans of the Town Hall from 1910. Buildings that are 50-100 years old are now being deemed historical. Documents are a little different. Scanning them is good to preserve them and to make them more accessible, but throwing the documents away after scanning to make room, this is not preservation. Mr. Cooke is waiting to hear from the State to see what the time frame is to deem a document historical and needing special maintenance. Mr. Cooke also pointed out that the Town is in need of a proper storage area for all its documents. The Clerk's Office vault was reviewed and there are definite improvements that should be made to ensure documents last longer. Routine maintenance would be responsibility of the Office and the Town Budget, but the storage improvements could fall under guidelines of preservation.

Ms. Alexopoulos arrived at 6:20 pm. Role call was officially taken. Chairperson Ron Lum, Bruce Fleischman, Mary West, Alexandra Alexopoulos, Tom Fisher, Marcel Robateau.

Michelle Tyler had submitted a few letters detailing projects that she oversaw or was a part of that are now closed. She was updating the Committee in order for the funding to be pulled back. Members received copies and will review them along with the project list for potential project pullbacks.

Ms. Alexopoulos indicated that both May dates work for her.

Ms. McDonald indicated that last year she had reached out to the School Department and they still had planned to replace the tennis courts at the Young School, but she has not seen or heard anything. Members indicated that the courts are completed. Ms. McDonald indicated that the CPC account was never used to pay for the work since no one reached out to her to process payments for any bills. Members indicated this money will be pulled back. Another project, the North Randolph Fire Station Memorial Park, potentially will still be completed. Ms. McDonald had reached out to the new Chief last year and gave him the plans and project description that had previously been approved. He was going to review and get back to the Board; but the secretary has not heard anything as of yet. Chairperson Lum will reach out to him.

Update on the Pickleball courts- There is a question on who owns the land. Director of Community Programs, Liz LaRosee, has been working with the Town Attorney and the Randolph Youth Softball/ Baseball Association to settle this. There are only a few members of the

Association still alive. Living members are sick, so Ms. LaRosee is working on getting the deed cleared to move ownership to the Town so we can go ahead and start the courts.

Update on the Randolph Women's Club- The group was awarded some of the money they need to make upgrades/renovations to the Blecher House to make it ADA compliant. The group was then going to fundraise and apply for grants to obtain the rest of the money needed. The group did receive grants and raise the rest of the money. The problem now is, there was never a deed restriction completed when the Club applied for funding back in 2012. The Town Attorney at that time had resigned and the language was never completed prior to his departure. There needs to be a restriction put in place this time to cover both projects. The current Town Attorney and the Secretary have the documents from 2012. The Secretary contacted the same person at the Mass Historical Commission who happened to work on the previous restriction. The State was involved since the building is on the National Historic Register. Mr. Michael Steinitz had additional documents and forwarded them to the Town. Everything was submitted to the In-house Town Attorney to complete; she does not have the staffing or the time right now to do this. She has sent it to Outside- Town Counsel for them to review and complete for us. The Secretary has tried to reach the Town Attorney several times to see the status and find out who the Outside-Town Counsel is that is working on this, in order to contact them directly; but has not heard back. Another question arose as to whether the Club had to follow procurement laws in the bidding/hiring of contractors due to the amount of the award. Town Manager Brian Howard and the Attorney are also looking into this as well. The releasing of the funds is on hold until the Attorney or Town Manager tells us how to proceed.

Henry Cooke updated the Board on the Stetson Hall projects still open. The HVAC Requests for Proposals will be going out soon. The Gutter Installation Project still is being worked on. The East Entrance Project is done and the Insulation Project is done. The doors in the front, facing Crawford Square, need to be plumbed so the crash bars can be installed; this money may come from the regular maintenance. Chairperson Lum feels that some of the money remaining in the East Entrance Project should be used to do some exploratory work down that end of the building to figure out where the moisture is coming; there is currently \$12-13,000 remaining in the account.

Ms. Alexopoulos asked who dropped the ball with the deed restriction for the Randolph Women's Club. Secretary McDonald noted that the Town Attorney at the time. He had planned to have it completed before he left, but it didn't happen. The Town was going back and forth with the Mass. Historical Commission on the language, but it stopped after the attorney left.

Ms. Alexopoulos asked if the \$105,000 account is for the new pickleball courts to be installed on the ball fields by the Ice Rink and the other account with \$8,367 remaining is the courts in the front, by the RICC; this is correct, they are two separate projects.

The Shared Housing Services was in one of Michelle's letters to be pulled back. We are no longer a member of the group.

Historic Properties Survey- The Historical Commission had applied for a matching grant from the State and was turned down since other groups were applying that are further behind than Randolph and need the money. This is not a pressing project, but they would like get this done since it effects the demolition rules for the Town. Also, the Gravestone Repairs at Oakland Cemetery; the money has come in, but no award letter was received; it turned out it was sent to the Town Manager. Mr. Cooke received another letter and he has forwarded it to the Finance Director. The account will be setup soon and then the contractors will come out to perform the work. The contractor has given a great price, so the CPA funds may not be needed or very little. Mr. Cooke will keep us updated.

Mr. Robateau asked what is the Open Space and Recreation Plan. This was a project submitted by Councillor Gordon to update the current Town Open Space and Recreation Plan. He submitted the application, it was approved, but Mr. Gordon thought the Committee was responsible to complete the project. He was informed that since he submitted the project, he would be the person to ensure the work was completed. The Secretary has not seen any bills for this yet, so it appears nothing has been done thus far.

Mr. Robateau asked for clarification on the tennis courts. The work has been completed; members have driven by and used the courts as well. No bills have been paid from this account, so the School Department must have used their own money to complete this work. Members were surprised at this and it seems like a waste of their budget on the part of the schools, when this money was sitting there waiting for them. Members agreed this money should be pulled back when they vote on projects that can be closed.

Chairperson Lum asked Mr. Cooke if he has any potential projects for the FY'26 funding cycle. Mr. Cooke is working on a painting project with the Town Manager for the interior of Stetson Hall. The Great Hall quote was \$22,390 and the downstairs is around \$13,999 for a total of \$35,000. Common areas, individual offices can come out from the maintenance budget. Mr. Lum asked about the group from RI that did the painting of the outside of the building. This work will have to be bid out anyway, but the group that supplied quotes for the application has done work recently and has done a great job. Leaking problems have been identified and fixed.

Mr. Fisher motioned to adjourn around 6:45 pm, second by Mr. Fleischman. Hearing no discussion, Chairperson Lum called for a vote. All members voted unanimously 6-0 in favor of adjournment.