

# CARVER CPC

## Meeting Minutes

Meeting Date: ..... January 26, 2017  
Start time: 7:10 pm  
Fire Station 1 Meeting Room

*{Present if noted\*}*

* Bob Bentley, Chair	Jim Hoffman	*Fran Mello	*Jason Pecorelli
Zack Swain	*Kevin Tracey	*Gail Nauen	*Mary Ross
*Darlene Whittemore, Secretary			

1. Kevin Tracey motioned to approve the minutes of 10/27/16 as written, seconded by Mary Ross and the remaining Committee Members were in agreement with the exception of Jason Pecorelli who abstained.  
Vote: 5 to 1 to 0

### Old Business

2. Review of on-going projects:
  - a. Lakenham Green - Kevin Tracey reported some activity on the church and that it maybe moving forward with renovations. He also stated that there was more damage to the post and rail on the Green after the storm. Discussion over repairs where it was noted that any other materials would not look appropriate. The DPW is addressing.
  - b. Forest St. Field reconstruction - Mary Ross stated that work would begin in the spring.
  - c. Town Clerk records preservation - Bob Bentley spoke to Lynn Doyle where she informed him that a few more items were to be completed.
  - d. Route 58 - Michael Milanoski stated construction to begin in the spring of 2017.
  - e. Carver Master Plan - Bob Bentley stated that he had not received any bills; Jason Pecorelli attended a meeting the prior evening and mentioned that they should be arriving soon.
  - f. Community garden - Fran Mello reported that she has not spoken to any committee members from the garden. She indicated that she would consult with the Town Clerk to obtain contact information.

### New & Continuing Business:

3. Bills payable - the CPA dues bill was satisfied.
4. Fire historical display - review of the project and bills - Bill Harriman or Chief Weston. Bill Harriman explained that the bills for \$56,875 were submitted to the Town for payment as part of the fire station costs instead of CPC costs. He stated that Town Accountant, Meg LeMay, will process a journal entry from the CPA

Account. He also mentioned that they went over the allotted amount for the display but will not be asking for additional funding.

Mary Ross motioned to approve to allow Chairman Bentley the authority to ask the Town Accountant to transfer \$56,875.00 from the fire station account to CPA; seconded by Kevin Tracey and the remaining Committee Members were in agreement. Unanimous.

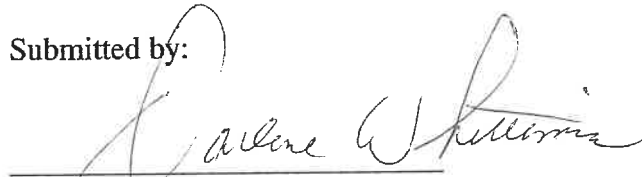
Vote: 6 to 0

5. Discussion of any potential projects - Carver School track and football field renovation - Michael Milanoski and Scott Kneiff presenting their ideas. Scott Kneiff was not present however Michael Milanoski discussed the CPA financials by category. Bob Bentley stated that Open Space has been met every year through the Cole Property bond. Michael Milanoski proposed to repurpose monies that are not being spent on the Forest Street field to the Middle High School track and field plans and project specifications. The amount of money requested is \$283,499. He indicated that they are not ready to move forward with the project at this time; however this would be a methodical approach to prepare for the construction which would occur at a later date. The Committee and Michael Milanoski discussed the proposal, feedback that could occur and the community aspect. Fran Mello requested to go on record to see the written proposal. Michael informed the Committee that the next step would be to bring on a project manager to provide a scope of the project to obtain bids. Bob Bentley mentioned to Michael to be sure that the designated team is aware that turf is not to be included as it is not allowed using CPA funding. The Gail Report was also discussed as being inadequate. This was funded by the School Department in October of 2015. Fran Mello requested a copy to review.
6. Discussion of monies being spent on the new Elementary School Recreation fields/appurtenant expenses. Mike Milanoski introduced the project manager, Chad, and stated that the recreational fields have come in under budget. Chad presented documentation that flagged the CPA related costs to include: site concrete, play equipment, handicap accessibility, furnishings, earthwork, parking, resilient play surfacing, fencing, irrigation and landscaping. Michael Milanoski stated that they have a 10% savings for the recreation fields. Maintenance and oversight of the fields were also discussed where Michael Milanoski reported a commissioning process as the maintenance component to avoid problems from the past. The playgrounds would be available to the public after school. Bob Bentley inquired about the cash flow and Michael Milanoski estimated 25% in 2017 and the remaining 75% in 2018. He also stated that the Town would prepay and then prorate with CPA where no transfers would occur for about 6 months. Fran Mello inquired about documentation that would be submitted and Michael Milanoski responded that it would be similar to the data presented in the meeting. Other topics that were discussed related to the types of fields designed for children 12 years of age and under.
7. Other issues that may arise. The Atwood House and Senior Center possibilities were discussed.

6. Set next meeting date and adjourn. The next meeting is schedule as a public meeting on February 16th at 7 p.m. in meeting room 1. Jason Pecorelli motioned to adjourn seconded by Mary Ross and the remaining members were in agreement. Unanimous.  
Vote: 6 to 0

There being no further business, the meeting adjourned at 8:50 p.m.

Submitted by:

A handwritten signature in cursive script, appearing to read "Darlene Whittemore", written over a horizontal line.

Darlene Whittemore, Secretary