

EMERY ESTATE ADVISORY COMMITTEE  
RECORD OF MINUTES AND PROCEEDINGS  
Tuesday March 28, 2017

Present: Pat O'Leary, Chair  
Mary Jordan-Roy, Vice Chair  
Ron Boretti  
Laura Gedutis-LeBarron  
Bill McCarty  
Janelle Quinn  
Cathy Torrey

Absent: Heidi Lewis-Smith

Staff: Nicholas Bulens, Administrative Services Coordinator

Recording Secretary: Janet Murray

Pat O'Leary called the Emery Reuse Advisory Committee to order at 6:05 pm.

Approval of Minutes

A motion was made by Bill McCarty to approve the minutes of May 26, 2016. The motion was seconded by Cathy Torrey.

A motion was made by Cathy Torrey to approve the minutes of June 9, 2016. The motion was seconded by Bill McCarty.

Nicholas Bulens noted that the minutes of July 7, 2016 should be changed to the minutes of July 14, 2016.

A motion was made by Ron Boretti to approve the minutes of July 14, 2016. The motion was seconded by Janelle Quinn.

A motion was made by Janelle Quinn to approve the minutes of September 22, 2016. The motion was seconded by Ron Boretti.

Approval of the five sets of minutes was UNANIMOUSLY VOTED.

Pat O'Leary thanked the members for their time and effort on the committee and wished the best to the new Emery Reuse Advisory Committee moving forward. Cathy Torrey is the Chair of this new committee.

King Oak Hill Park Project

Nicholas Bulens updated the committee on the progress of the King Oak Hill Park Project:

EMERY ESTATE ADVISORY COMMITTEE  
RECORD OF MINUTES AND PROCEEDINGS  
Tuesday March 28, 2017

In June 2016, the committee held a public hearing to discuss the proposed PARC grant application with the community.

In July 2016, the Town submitted a PARC grant application for improving the grounds.

In October 2016, the Town issued an RFP for landscape architect services. In December 2016, the Town Council authorized a \$1.7 million bond to fund the proposed PARC grant project and to accept a grant, if awarded. That same month, the state awarded the Town a \$400,000 PARC grant.

In January 2017, the Town hired Shadley Associates Landscape Architects of Lexington, Massachusetts to develop a design for the new King Oak Hill Park.

In February 2017, Shadley Associates presented a Master Design Plan to the community at the first of two public informational meetings.

Tomorrow, March 29, 2017, Shadley Associates will present the site work plan to the community at the second of the two public informational meetings. The site plan will reflect the work to be constructed based on the project's budget and community comments. A meeting notice was posted online and sent to nearly 200 abutters.

The Master Plan reflected the elements proposed in the PARC grant application. It included:

- 90 parking spaces.
- An architecturally-designed 1,500 SF pavilion and small restroom building.
- Separation between parking areas and the driveway.
- A pedestrian area between the pavilion and restroom.
- A sidewalk the length of Emery Lane and the driveway to the pavilion.
- Separation between areas for arrival/cars and areas for recreation/people.
- A hilltop perimeter walk and trails connecting to North Street.
- Landscaping for screening, shade, and aesthetics.

Pat O'Leary confirmed that the pavilion would be a shade structure with a roof and no walls.

Nicholas Bulens continued with the project update:

The Site Plan makes substantial alterations based on cost and community comments:

- Emery Lane will be narrowed to 24 feet to create a sidewalk and add pedestrian lights the full length of the roadway and driveway. The turnaround will be eliminated, which encroaches on private property. The turnaround will be replaced with a hammerhead for trash-truck and emergency-vehicle

EMERY ESTATE ADVISORY COMMITTEE  
RECORD OF MINUTES AND PROCEEDINGS  
Tuesday March 28, 2017

turnaround. The Town will reconnect two abutter's driveways to return land back to the property owners. Two speed tables will be installed for traffic calming.

- Parking has been significantly reduced from 90 spaces to 55 spaces. The driveway and parking area are largely separated with some parking along the drive. The parking was pulled further away from the property lines at Mount Vernon Road West. Planting is proposed to screen lights and to add character to the park. Existing vegetation will be left untouched wherever possible.
- The grading plan for the parking integrates swales and infiltration areas. A swale is proposed from the restroom down the length of the parking to a rain garden to capture stormwater runoff. Ideally, the swale will improve water management for abutters, since runoff from the top half of the hill that currently reaches the abutters will be caught and redirected away from houses.
- Handicapped parking has been moved to the drop-off circle. A pedestrian walkway connects the pavilion and restroom building. The walkway could be extended to the house in the future. The hilltop perimeter walk will be asphalt and 100% accessible. The pavilion will be a catalog product to reduce costs. The restroom will still be architecturally designed. The Mayor has stated that he likes the look of the pavilion even though it is a catalog product.

Pat O'Leary asked if sewer is already on-site for the restroom. Nicholas Bulens confirmed it is.

Ron Boretti said he loves the design. Seeing it makes him feel like the committee's time resulted in something substantial for the property. His only concern is leaving the existing pavement near the house, which will contrast the new park.

Janelle Quinn agreed with Ron's comments. The design is very nice.

Pat O'Leary asked if there are opportunities to prune the trees in the viewing vista. Nicholas Bulens said no because the largest trees that interfere with the view are located on private property. Even if they were on public land, the cost would be high to properly prune the trees given their size.

Cathy Torrey asked Bill McCarty if parking is better for the abutters on Mount Vernon Road West.

Bill McCarty says parking is better, but the lot is still aiming headlights into houses. He plans to ask questions at the March 29th informational meeting, so the designer can provide more information. If there is no drainage or grading issues, he would like to see the lot moved closer to the road. This will preserve more existing vegetation.

EMERY ESTATE ADVISORY COMMITTEE  
RECORD OF MINUTES AND PROCEEDINGS  
Tuesday March 28, 2017

Laura Gedutis-LeBarron arrived 6:23 pm.

Mary Jordan-Roy arrived 6:25 pm.

Pat O'Leary suggested that a berm might be an option in the parking lot to buffer headlights. Excavated material could be used, if possible.

Nicholas Bulens noted that the distance between the parking and closest property line has changed substantially, increasing from 45 feet to 90 feet. He stated that the budget is very tight, and any additional element will likely require the removal of another.

Bill McCarty says he does not object to the project, apart from his concerns for the parking. He is excited to see something being done.

Nicholas Bulens said that from the perspective of Town staff, it has been pleasant to work with neighbors. Their concerns have been rational, reasonable, and deserve attention.

Janelle Quinn hopes that additional funding can be found for planting. New trees could have a positive impact on absorbing water as well as buffering the site.

Mary Jordan-Roy said a state budget earmark could be investigated to provide additional money for planting.

Nicholas Bulens outlined the remaining project schedule:

The second and final public information meeting will be tomorrow at 7:00 pm in the Town Council Chambers. Construction documents will be developed between April and mid-May. General contractor bidding will take place between June and July. Ideally, the Town will break ground in August or September. The PARC grant will only pay for construction costs in FY2018, or between July 1, 2017 and June 30, 2018. PARC funding cannot be carried over, so the state recommends that communities break ground as soon as possible after July 1st.

Pat O'Leary asked if there was anything the members of the committee could do as citizens to support the project. Nicholas Bulens said they are welcome to attend tomorrow's meeting and speak on the design.

EMERY ESTATE ADVISORY COMMITTEE  
RECORD OF MINUTES AND PROCEEDINGS  
Tuesday March 28, 2017

Emery House

Cathy Torrey stated that the new Emery Reuse Advisory Committee has convened. It is charged with developing a viable business plan for reuse of the house. There is a deadline of May 31st. The committee has created two working groups. The first is investigating uses without any addition made to the building. The second is investigating uses with an addition, whether attached or unattached. The members are working in these small groups until the committee's next meeting on April 18, 2017. She believes both groups are meeting separately tonight. At the last committee meeting, she told the members that if the working groups do not have plans by April 18th, the body should disband because the remaining time will be insufficient. The sentiment of the group is to save the house. There is a diverse membership with experience in building, architecture, civil engineering, project management, event planning, etc.

Pat O'Leary wished the new committee luck in its work.

Cathy Torrey stated that the meetings are public so anyone is welcome to attend. Janell Quinn and Mary Jordan-Roy said they would like to attend and see the ideas developed by the working groups.

Dissolution

Mary Jordan-Roy made a motion to dissolve the Committee and to authorize the Town's Administrative Services Coordinator to approve minutes for the current meeting. The motion was seconded by Laura Gedutis-LeBarron. UNANIMOUSLY VOTED.

Respectfully Submitted By: Janet Murray, Recording Secretary

Approved By:

  
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Nicholas Bulens, Administrative Services Coord.

04/06/2017  
Date