

**MILLIS COMMUNITY PRESERVATION COMMITTEE  
MINUTES  
FEBRUARY 22, 2024  
Room 104 Veterans Memorial Building, 900 Main St., Millis, MA**

The meeting was called to order at 7:00 p.m. by Mr. Maltinsky, Chair.

Members present:     Nathan Maltinsky, Chair  
                             David Baker  
                             Alan Handel  
                             Dr. James Lederer  
                             Pamela Rheaume-Mustard  
                             Erin Underhill  
                             Catherine MacInnes, FinCom Liaison

Members absent:     Wendy Barry, Treasurer  
                             Mary-Ellen D'Espinosa  
                             James McKay

Also present:         John McAvoy, 63 Hilltop Dr.  
                             David Werner, 91 Ridge St.  
                             Marc Prufer, 288 Orchard St.  
                             Bob Graci, 101 Orchard St.  
                             Jacquie Graci, 101 Orchard St.

**Annual CPC Housekeeping Article  
Appropriation of FY2025 Funds**

The Committee reviewed the draft calculations for the May 2024 Annual Town Meeting provided by the Town Accountant. On a motion made by Mr. Handel, seconded by Ms. Underhill, it was unanimously voted (6-0) in favor making the following appropriations and transfers as provided by the Town Accountant from the Community Preservation Fund as follows:

Appropriations:

From 2025 estimated revenues for Committee Administrative Expenses	\$16,131.00
(To be divided equally: \$8,065.50 CPC Salary Account: \$8,065.50 CPC Expenses)	
From Undesignated Fund Balance for Long Term Debt- Principal (VMB)	\$20,000.00
From Undesignated Fund Balance for Long Term Debt- Interest (VMB)	\$6,950.00

Reserves:

From FY2025 estimated revenues for Historic Resources Reserve	\$32,262.00
From FY2025 estimated revenues for Community Housing Reserve	\$32,262.00
From FY2025 estimated revenues for Open Space Reserve	\$32,262.00
From FY2025 estimated revenues for Budgeted Reserve	\$80,000.00

The Community Preservation Committee **recommends approval** of the above article as written at the Town Meeting to be held on May 7, 2024.

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**Oak Grove Farm Trail Improvements Phase III Proposal (submitted by Oak Grove Farm Commission); File #2024-01**

Dr. David Werner and Mr. John McAvoy of the Oak Grove Farm Commission attended the meeting. Dr. Werner presented the application and summarized the status of the project. He stated that they have just under \$13,000.00 of CPA funds remaining to complete the Orchard Street piece of the project. They will be meeting with the Conservation Commission at their March 18, 2024, meeting to discuss a modification to the approved plans to change the installation of boardwalks to gravel with piping instead. Whichever option is approved, he said, will use the remaining funds.

Dr. Werner stated that there is a massive amount of deadfall in the Orchard Street area. They would like to clear deadfall within ten feet of the trail and run it through a chipper. The chips would be used to cover heavily rooted and uneven portions of the trails. Dr. Werner expects this portion of the project to cost approximately \$17,000.00.

The CPC will table the funding vote until after Dr. Werner meets with the Conservation Commission in case the numbers need to be adjusted. The next CPC meeting will be Thursday, March 28, 2024.

**Oak Grove Farmhouse Envelope Repairs & Restoration Proposal (submitted by Millis Historical Commission); File #2024-02**

Mr. Marc Prufer presented the application. He stated that the farmhouse is “under-utilized” and the tenants living in the apartment have moved out. The Millis Historical Commission thought of creating a second residential unit in the farmhouse, however, there is “considerable damage to the house.” He asked if the CPA funds could be used for an architectural study for a second unit. Mr. Prufer presented the building history, envelope assessments, cost and schedule. The foundation, walls, windows/doors, and roof all need work. Mr. Prufer stated that the immediate need is a new roof. They will also be looking for a new tenant/caretaker for the farmhouse.

There was discussion regarding alternatives for funding and a revolving account where the rent paid would go to maintaining the farmhouse. A feasibility study was discussed. Mr. Maltinsky stated that he would look into the deed to verify the approved use of the farmhouse. He said they are working on getting “solid numbers” for the outside work.

The CPC will table the funding vote until the next CPC meeting on Thursday, March 28, 2024.

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**Other Business:**

**Member Resignation**

Ms. Wendy Barry has resigned as an at-large member of the CPC.

**Minutes**

On a motion made by Mr. Baker, seconded by Mr. Handel, it was voted unanimously to approve the meeting minutes of December 14, 2023, as written.

**Adjourn**

There being no further discussion and on a motion made by Mr. Handel, seconded by Ms. Underhill, it was voted unanimously to adjourn the meeting at 8:22 p.m.

Respectfully submitted,

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*Camille Standley, Administrative Assistant*