



COMMUNITY PRESERVATION COMMITTEE MEETING MINUTES

Tuesday, January 20, 2026, 6:30 p.m.
Clark Room, Town Hall
66 Westford St., Carlisle, MA 01741
Hybrid Meeting

Time and Purpose

6:32 p.m. Chair Arnold opened the meeting

All CPC members present. In the room: Barney Arnold (Select Board), Chair; Maureen Cosgrove-Deery, (CAHT), Sara Wengert (Rec Com), Krissy O'Shea, (Hist Com), Sylvia Willard (Cons Com)

On zoom: Addie Grady (Planning Board), Carren Panico (member at-large)

Others Present on zoom: Richard "Mack" Hisey - ESC, Christina Christodoulopolos - ESC, Alex Parra - LSC, Jack Troast - Historical Society, Kaitlin Waterson - Library Trustee; Martha Feeney-Patten, Library Director

Others present in room: Alex from Mosquito

Item 1: Review of Minutes (Vote)

O'Shea moved approval of minutes for CPC meeting, 12-15-25

Deery seconded.

Roll call vote – unanimous approval

Item 2: Review of Potential CPA applications (Discussion)

Historic Category

- Gleason Library CPA application: \$300,00 to \$500,00
 - Kaitlin Waterson, Library Trustee, described \$767,000 grant awarded by Town Meeting in 2023, funds raised since add up to \$2.1Million (inclusive of previous CPA grant) but cost has grown from \$2.3Million to \$2.6Million, with another \$200K "nice to have" for furnishings and finishes; concern as to continued cost escalation with further delay; Trustees still committed to raise funds to reduce gap; accessibility variance approved for historic staircase to mitigate cost to otherwise remove and replace; Carlisle doesn't qualify for library grants for low income communities, and Carlisle has few businesses; \$400,000 of Library Trustees endowment is included in funds raised to date, breakdown of gifts to be provided; previously had indicated that the project could be broken into phases, but infeasible to do so; 10% contingency included in new cost estimate



- Highland Building (possible CPA application): approximately \$30,000 to \$40,000
 - *O'Shea notes expectation that Historical Society will submit a request for funding for completion of a study of interior facilities that will complete work needed to determine future use; guesstimated amount \$30-40,000*
- Town Clerk's Office: preservation and digitization of historic documents, cost Unknown
 - *Arnold described project to restore, protect and digitize historic town documents including birth, death, marriage records*
- The Green Cemetery Committee emailed Arnold a summary this morning about hiring a consultant to create and submit the application for the cemetery to be listed on the National Historic Register; CPA eligibility is under review.

Conservation, Open Space, or Outdoor Recreation Category

- Carlisle Conservation Foundation (maybe): Woodward conservation land and legal expenses for completion of conservation restriction. Approximately \$25,000
 - *No specific discussion*
- CCHS Amenities Building, high school playing fields; range \$427,720 - 465,460
 - *Brian Waterson, Vice Chair of CC Regional School Committee, described application as a "clone" of last year's request, which Carlisle supported but Concord rejected. This year, the Concord CPC has approved use of their CPA funds; Concord votes before Carlisle this year so we will know result before our Town Meeting.*

Total building cost range \$1.7-\$1.85Million; Carlisle portion has gone up roughly 2% due to increased share of Carlisle enrollment, making this year's Carlisle portion \$427,720 - 465,460. Trainer's room cut from project to ensure full compliance with use of CPA funds. Construction kick off goal is fall 2026 so facility can open spring 2027. Challenge: coordination of Concord and Carlisle to use CPA funds; also, town sewer connection approval, which has now been secured with funds set aside outside CPA for one-time connection fees.

- *Expectation is to receive a "dialed-in" estimate from Gayle Associates before Carlisle Town Meeting, would go out for hard bids thereafter.*
- *Arnold inquired as to adjustment to share that each town is covering if final bids come in below budget; Waterson indicated*



that, like Concord, the request would be “up to” the top of the range.

- *Deery inquired as to covering potential overruns, given timing (delays) of CPA grant awards through Town Meeting; Waterson indicated that the expectation is that the top of the range should be sufficient.*

Community Affordable Housing Category

- Select Board (likely): Cranberry Bog House legal expenses for removal of conservation land from Article 97, cost unknown
 - *Arnold described request for legal expenses to pursue release from Article 97 to enable housing reuse of Bog House; need to provide equivalent land to compensate. Estimated to be \$25,000-\$30,000.*
 - *Reclassified as Affordable Housing from Conservation*
 - *Sarah inquired as to risk that Article 97 request would not be approved, and simultaneous spending on design drawings would then be wasted. Staff and CAHT will guide process. It takes time but if town approves, that’s what matters for state approval.*
 - *O’Shea asked what the end goal is – for town to retain the property and rent the units? Arnold explained that Select Board intends for a non-profit to own housing and sell to eligible applicants; town retains ownership of the land*
 - *Willard raised concerns relative to how the land around the Bog House will be handled relative to views, parking, access, tree removal, landscape – as part of the Conservation Commission’s process to approve the Article 97 removal and compensatory land selection*
 - *Grady raised question as to site planning, land planning in support of the town planning board and Town Meeting support of the project; need a breakdown and budget for proposed design spending*
 - *O’Shea asked for accounting of spending to date*
- Carlisle Affordable Housing Trust: preparation of design/schematic documents for Cranberry Bog House affordable housing; \$200,000
 - *See above discussion.*
 - *CPC members agreed that Affordable Housing Trust should present in detail at February 4 CPC meeting, following February 2 application deadline*
- Council on Aging and Human Services: Rental Assistance for Carlisle Residents, renewal of current grant request; \$50,000



- *Discussion as to whether the request would be for two years; Panico raised question as to whether such funding would be absorbed into Town Budget in the future or continue to use CPA funds; Arnold notes that alternative funding sources would need to be identified and the Town Administrator and COAHS Director are investigating*

Item 3: Discussion of CPC Support Work for CPA Applicants

- *Housing Trust support from David Model and Cosgrove-Deery; O'Shea to coordinate Highland application, if there will be one, and work with Historic to navigate eligibility questions for town records and cemetery proposals; Grady to engage with Town Planner, Julie Mercier, re Bog House; Willard to follow up with CCF on CPA funding for CR legal costs; Arnold to follow up with COAHS.*
- *Deery raised concern about large total CPA requests this year; discussion re fund balances through FY26 – over 3 million currently – without including FY27 local CPA funding and state match.*
- *Willard mentioned Conservation Commission returned over \$170,000 from Greenough Pond dam project; needs to be checked that current balances reflect this.*

Item 4: Active CPA projects' 12-31-25 reports

Arnold reported that many year-end reports received as of today but not yet ready to report on them. Wengert to forward Spaulding Field report. General discussion on ongoing projects and need to collect reports.

Item 5:

Next Meeting: Wednesday, Feb 4, Clark Rm, 6:30pm.

Gleason Library and CAHT will be invited to present their projects.

Adjournment: Motion to adjourn at 8:05pm by Wengert. O'Shea seconded.

Roll Call vote - unanimous approval.

Minutes submitted by Addie Grady.

Minutes Approved as amended on February 4, 2026:

Arnold-aye, Cosgrove-Deery-aye, Grady-aye, O'Shea-aye, Willard – aye, Panico – aye

Absent: Wengert

