



**COMMISSION ON THE USE OF PUBLICLY OWNED PROPERTIES
(CUPOP)**

Meeting Minutes

Monday, October 23, 2023 at 6 pm

Town Hall Central Meeting Room – 11 Meetinghouse Lane

Present:

CUPOP Members: Nicole Donzello-Chair, Patti McKeon-Secretary, Alison Valsamis, Javier Aviles, Lor Ferrante Fernandes (arrived 6:20 pm)

Ex Officio Member: Chair Tim Austin, Conservation Commission

1. The meeting was called to order at 6:04 pm.

2. **September 26, 2023 Meeting Minutes**

Motion: Patti McKeon motioned to approve the minutes.

Alison Valsamis seconded. Motion passed unanimously.

Vote: Yes - Nicole Donzello, Patti McKeon, Alison Valsamis, Javier Aviles

3. **Chair Report & Update**

Regarding the recently updated 2023 Publicly Owned Property List, Chair Donzello noted that Commission agreed to move forward with reviewing Category 3 Properties for potential usage changes. As such, fellow Chairs from various Town Commissions/ Committees were invited via email to offer their input either in-person at tonight's meeting or in writing through email for 9 Brookwood Drive and 38 Milan Road.

Chair Donzello noted that she attended the October BOS Meeting to report that CUPOP completed the project of updating the 2014 List of Publicly Owned Property, and that the updated 2023 List is accessible on the Town website.

4. **Property Usage Review: 9 Brookwood Drive & 38 Milan Road**

In consideration of property usage recommendations, it was noted that site visits for both properties took place, separately by Chair Donzello and Patti McKeon. Both properties are situated among other homes in a residential zone (Zone A) and acquired by the Town about 30 years ago.

Chair Donzello read the one email, received from the Housing Committee, that contained input relating to both properties.

9 Brookwood Drive (1.83 acres, about 50 % wetlands, acquired 1990)

Discussion took place with mention that about an acre of land seems available for development despite the property wetlands. The Commission agreed to defer discussion in order to obtain input from the Inland Wetland Department regarding general wetlands information and possibly, the feasibility of property development.

38 Milan Road (1.39 acres, specific deed language, acquired 1993)

Discussion took place with attention to the restrictive deed language specifying that a single-family home must be built on the property with particulars about the structure.

Motion: Patti McKeon motioned to dispose of 38 Milan Road in accordance with the existing deed in place. Alison Valsamis seconded. Following discussion, the vote passed unanimously.

Vote: Yes - Nicole Donzello, Patti McKeon, Alison Valsamis, Lor Ferrante Fernandes, Javier Aviles

5. **Public Comment**

The Housing Committee submitted an email (attached) with input relating to the above properties. No other public comment.

6. **Category 3 Property Review:** At the November CUPOP Meeting the following properties will be reviewed:

- 9 Brookside Drive (1.39 acres) – Discussion continued.
- 31 Enoch Drive (6.22 acres)

7. **Ex Officio Member Reports**

Conservation Commission Chair Tim Austin initiated discussion relating to the review of publicly owned property with a Category 2 Classification. CUPOP members noted that Category 3 Properties are just the current priority—Category 2 Properties may be reviewed as well.

8. **Next Regular Meeting:** Monday, November 27, 2023. Because the 4th Monday in December falls on December 25, it was noted that CUPOP will not meet in December unless a Special Meeting is scheduled.

9. On a non-debatable motion made by Alison Valsamis and seconded by Lor Ferrante Fernandes, the meeting was adjourned at 7:18 pm.

Respectfully submitted, *Toni Belenski*

Toni Belenski

From: Kathy Hunter <kathyhunter@optonline.net>
Sent: Monday, October 23, 2023 9:25 AM
To: Toni Belenski
Cc: mary dean; James Graham; Donavon Lofters; Elaine Feldman; Lewis Shaffer
Subject: EXTERNALProperty Use Discussion for 38 Milan Rd. & 9 Brookwood Drive

CAUTION:This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Toni,

I corresponded with Nicole over the weekend as I was out of the country for the past couple of weeks and could not respond by the Friday deadline. She advised I could send you the Housing Committee's recommendation today.

On behalf of the Housing Committee, we recommend that the town owned properties of 38 Milan Rd and 9 Brookwood Drive be used to promote affordable homeownership opportunities. Providing town owned properties to advance these types of development is in keeping with best practices for promoting affordable housing. The specifications for the developments will still need to be determined.

Thank you,

Kathy Hunter