

# TOWN OF HARWICH

## Community Preservation Committee

Approved 12.3.2020

### Community Preservation Committee Regular Meeting Minutes November 12, 2020

#### *Meeting Held Remotely*

#### 1. Call to Order

Harwich Community Preservation Committee Meeting called to order per Roll Call by Chair Dave Nixon at 6:00 PM, on Thursday, November 12, 2020 via GoToMeeting.com remote. By Roll Call Present: Chair Dave Nixon – Aye; Vice-Chair Mary Maslowski – Aye; John Ketchum – Aye; Bob Doane – Aye; Donna Kalinick – Aye; Joseph McParland III – Aye; Kathy Green (new board member) – Aye. Motion carried unanimously.

Meeting called to order.

Rules read into the record by Board Secretary Jan Moore

Guests: David Spitz, Chair, Brooks Academy Museum Commission; Paul Gazaille, Town of Harwich Bikeways Committee; Patrick Otton, Town resident

#### 2. No public comment.

#### 3. Approval of Minutes: November 5, 2020 meeting postponed.

Chair Dave Nixon announced Kathy Green was appointed back to the CPC. She has been sworn in to officially serve as the REOS representative.

#### 4. New Business:

a) 2nd night - Presentations of the 2020/2021 CPA Applications. 16 projects were submitted this year. Each applicant will be given 5 minutes to present and a 15-minute increment of time for discussion with CPC members.

##### HP 4 Brooks Academy Structural Improvements Project

Applicant: David Spitz, Chair, Brooks Academy Museum Commission (BAMC) \*

Project Manager: David Spitz, Chair, Brooks Academy Museum Commission \*\*

Amount Requested: \$785,000

Chair Nixon announced after review of this application:

\* Town of Harwich will be the applicant \*\* Project manager to be determined.

Project presentation by David Spitz.

Mr. Spitz reported there has been process on this plan since July. With referrals from the Cape Cod Commission, he has found a company with extensive experience in historical projects and experience in working on Cape Cod. Their first-choice suggestion is the Salem's company, Structures North Consulting Engineers, Inc. They have provided a preliminary design study (drawings only submitted) of BAM following their mid-September onsite visit. The newer cement foundation is fine, but the old foundation of brick and stone under the original portion of the building is a problem that needs to be replaced. It is bulging on the east side of the building and pushing the rocks out. Mr. Spitz said this area is so bad he was surprised it hadn't been flagged. Time was short before the CPC application deadline, so now the BAMC plans to get more details and firmer numbers. The submitted application's work cost estimates need to be verified. In working with the town engineer, the quotes may be higher. The application lists three alternative projects with three different costs, plus the contingencies. The contingencies are the standard 20% for architectural and engineering design costs and 25% construction costs. The BAMC requested applying for the full basement dig-out alternative plan at \$1,200,000. Mr. Spitz did not feel comfortable asking for that amount and is instead asking for the CPC to combine their existing CPC project remaining funds and this new request to fulfill the work of the Alternative #2, Partial Basement Dig-out plan at an estimate cost of some \$900,000 (some \$115,000 on account and this new request of \$785,000.) Mr. Spitz said he is also pursuing applying for three grants the Cape Cod Commission suggested, with a potential of some \$350,000 towards the project. If they are successful in their grant awards, then they could do their most desired project - Alternative #3, a Full Basement Dig-out. In the future a potential new project might be addressing the east side' peeling lead paint that would require an extensive and expensive professional removal, like the Brooks Free Library project. Originally, the BAMC plan included finishing the basement, adding an elevator, and moving the entrance to the northside. The basement foundation work is this

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project now. The cost of moving the entrance would be nominal. This project would include the cost of the elevator's foundation work. The basement's climate control and document storage plan would be an additional cost.

CPC questions:

Donna questioned the project contingencies.

Mr. Spitz explained the 20% contingency is from multiplying the contractor's construction costs first by 20% to cover the architectural and engineering costs of the full design work of this project, and whatever else is needed to do this complete project. The 25% construction contingency is to cover the potential escalating construction costs during the project. Life expectancy is not affected by the contingencies. If we don't do anything, we won't be able to save this building. If we just do Alternative #1, foundation repair, no excavating, the building will be in sound condition. The elevator will be able to be added in any of the three alternative plans. This will provide accessibility.

Donna suggested a change in the project start date. She requested they provide the actual costs at town meeting after the bidding process. And suggested they create a five-year plan, a really good tool to use in going forward for figure project costs, determining contributions from grants, associations, fundraising, and CPC funds.

Mr. Spitz said a lot of those suggestions make sense.

Bob asked about the foundation bulge. Mr. Spitz said the bulge would be corrected by the foundation project. Bob asked about the shingle replacements, etc. that may be needed as work is being done. Mr. Spitz would like to arrange for the structural engineer to be on hand to answer these more detailed questions at a future meeting in a couple months. Bob asked about stabilizing the columns. Mr. Spitz wasn't sure about their structural condition. They may just look worse than they are. Alternative #3 notes the work should stay clear of them. They are planning to do Alternative #2 but hope to do Alternative #3 if they get the grant money. Mr. Spitz will start working on the grants soon. There are some overlapping time frames with town meeting; they will know by town meeting which plan they will do.

Mary asked about the previous CPC funded project. The project was funded at \$130,000. The structural engineering cost is \$15,000. So, the remaining balance has some \$115,000 to work with.

John thought the paperwork provided was thorough but would like to ask the engineer more questions. He asked what could be said to taxpayers when they are being potentially asked to invest several million dollars into the BAM; what is the building's significance? Mr. Spitz replied this building is one of the most important historically significant buildings within the historical district of Harwich. It is used to house the Harwich Historical Society Museum and the historic Crowell Barn. The property across the street hosts the Farmers' Market. There are many uses at this centrally located site, now and in the future.

Joe asked about the building hours. Covid-19 has changed the building's open hours right now. Mr. Spitz is sure we can arrange to get in the building.

The building was built in 1844.

The elevator will provide public access to the second floor, replacing a chair lift.

More grant research is needed. Mr. Spitz is aware one grant will be a matching grant situation.

Alternative #1 accomplishes the minimum amount of work needed to fix the foundation. However, they do need storage. Excavating the basement now to provide space for storage would make sense while they do the foundation work. Alternative #2 and #3 would include some or all of that excavating work.

Kathy asked what contributed to the foundation failure? Was it visually inspected? Mr. Spitz wasn't sure. When the architect visually inspected it three years ago, it was not flagged. The bulge has gotten worse in the last two of years. He wasn't sure if water issues are causing it. He assumed it was age.

She asked if the CPC could have access to the engineering study with text when available. The engineer has only provided drawings at this point, no text. The application has these drawings.

Dave asked the committee to go visit the BAM. He is stunned with the building's condition.

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The previous CPC project wording needs to be reviewed before the funds can be applied to this project. Donna read the warrant article which allows for a structural engineering study of the foundation, make corrections on the foundation based on this study, and then correct the building shell and make it structurally sound and/or protect it from further damage.

Mr. Spitz has done the preliminary engineering study at this point. The work is going to be extensive. The final engineering study he believes will be out of that previous article. To get the numbers by town meeting, they need to do the final engineering study. Then we have the construction work costs. The committee agreed that the previous article's money could be for the full engineering study and work.

Dave wished the application could be broken up into multiple phases. The CPC land bank will be paid by 2024. After that the town can decide to make changes to CPC percentage level funding.

R 11 Bikeways Crossing Lights at Depot Road South Project  
Applicant: Paul Gazaille, Town of Harwich Bikeways Committee  
Project Manager: Griffin Ryder PE, Town Engineer  
Amount Requested: \$15,000

Paul Gazaille presented.

This would be the sixth set of bike path crossing lights in town. These lights are needed for safety. This application revised last year's plan. After the town engineer and the Highway Dept reviewed the location, it was determined only the crossing lights will be needed, not the warning beacons. The project is requesting \$15,000.

The same situation has now occurred at the Depot Street North lights location. After site review, the project was reduced to just crossing lights. The project was approved at \$27,000, and this will have a balance of some \$13,000 that will be returned after completion. Maybe use these funds could be used toward this new project?

The application has letters of support of this project from town officials.

CPC questions:

Donna suggested changing the start date to be updated to after Town Meeting.

She supports bike warning beacons because we have many visitors that are not aware of the bike path crossing locations. She would like to see supporting documentation showcasing why the town engineer doesn't support the need of warning beacons.

Installation will be done by public works.

Four more bike path crossing light sites are identified in town. She suggested adding those sites to the list to show the town the future plans.

Dave said let's go with the submitted application project.

R 12 Old Colony Rail Trail Harwich/Chatham Town Border Marker Project  
Applicant: Paul Gazaille, Town of Harwich Bikeways Committee  
Project Manager: Griffin Ryder PE, Town Engineer  
Amount Requested: \$1,000

Paul Gazaille presented.

This project is to install a granite marker at the Harwich/Chatham town line; to identify location to people on the bike path. Orleans, Brewster, etc. have these markers. This project will be done in coordination with Chatham. They will procure it and coordinate installation with Harwich Public Works Dept. The cost would not exceed \$1,000.

CPC questions:

Mary supports marker project.

Donna likes the towns working together. The start date should be after Town Meeting vote.

Kathy believes with the increase in passive recreation this project is so worthwhile.

Joe agrees with project.

John agrees with project. Also suggested a Red River marker would be nice.

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### 5. Old Business:

- a) Confirmed everyone received the Rec Department projects' Electrical Engineering Report.

Report will be resent to Joe. He wasn't sure he received it.

Bob said after review of the Report, the financial figures don't add up. Maybe the scoreboard numbers were doubled?

He thinks they will need \$32,000 to complete the project.

John had many questions on the power draw and reconciling the energy saving numbers and bulbs. He would like to ask the Town Engineer or the people that provided the Report the power consumption of the existing system vs. the new system.

Dave asked the board to send Eric at the Rec. Dept. their questions.

Dave has asked Town Engineer and the Interim Town Administrator to attend a follow-up meeting on the Rec projects.

Donna had some questions as well. She suggested the Engineering Report to be added to the CPC webpage on the town website. John will add it. This Report is for both Brooks Park and Whitehouse Field projects.

### 6. Other

### 7. Next meeting's Agenda points

- a) Next meeting – Thursday, December 3, 2020, 6:30 PM. On the agenda: Robbin Kelley will present the Cemetery Department's three proposed projects and Patrick Otto will present the project on Hydration Stations in Harwich.

### 8. Adjournment by Roll Call

A motion was made by Joseph McParland III, seconded by John Ketchum, to adjourn.

ROLL CALL VOTE: Chair Dave Nixon – Aye; Vice-Chair Mary Maslowski – Aye; John Ketchum – Aye; Bob Doane – Aye; Donna Kalinick – Aye; Kathy Green – Aye; Joseph McParland III – Aye. Motion carried unanimously.

Adjournment at 7:37 PM.