

TOWN OF HARWICH

Community Preservation Committee

Approved 1.14.2021

Community Preservation Committee Regular Meeting Minutes December 17, 2020

Meeting Held Remotely

1. Call to Order

Harwich Community Preservation Committee Meeting called to order per Roll Call by Chair Dave Nixon at 6:03 PM, on Thursday, December 17, 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 – Aye. Motion carried unanimously.

Meeting called to order.

Rules read into the record by Board Secretary Jan Moore

2. No public comment.

3. Approval of Minutes: December 10, 2020.

A motion was made by Mary Maslowski, seconded by Bob Doane to accept the meetings minutes of December 10, 2020 as amended with Donna's email that was just read into the record.

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

4. New Business:

- a) 5th and final night of the 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.

CH 6 Veterans Home in Dennis Project

Applicant: Cape & Islands Veterans Outreach Center

Project Manager: Adam Gracia, Director of Development, Cape & Islands Veterans Outreach Center

Amount Requested: \$25,000

Project presented by Adam Gracia, Director of Development, Cape & Islands Veterans Outreach Center

Since 1983, the Cape & Islands Veterans Outreach Center (CIVOC) is the only nonprofit (501c3) veterans service on Cape Cod focusing on housing for veterans, primarily homeless and at-risk veterans, offering mental health support services and counseling, and combating food insecurities via a food pantry and case management services. Some veterans use the services provided by the CIVOC for a short period of time, others require more time and more in-depth use of the programs. The goal is to have these veterans transition out of their programs and become active, sustainable citizens of the community. It is hard to help veterans when they don't have a place to live. The CIVOC is collaborating with other Cape and Island towns to offer housing. This project will provide traditional housing for five veterans at a time. It is not permanent housing, but a program that offers a year, with an option to a second year, accommodation for veterans in need who are not in safe and stable living environments. Veterans who lived here would be able to access the CIVOC's supportive programs and counseling to help them get back on their feet.

The CIVOC works with other veteran organizations on the Cape and Islands, but they don't duplicate the services. They provide services to veterans who are on the Cape and Islands. Their evolving process strides to provide responsive options to this service area.

22,000 veterans live on Cape Cod. Harwich has some 24 veterans living below the poverty level and some 143 veterans living with a disability. At any given time, the Cape has some 55-65 homeless veterans living on the streets. More affordable housing is needed on the Cape. This project would increase the inventory of housing for our Cape veterans, not just Dennis veterans. This project provides housing now. The CIVOC assists the veterans' transition to future housing.

This project was delayed for several years in land court. The battle has been resolved in the CIVOC favor. They plan to have occupancy at the end of January 2021. It won't be completely developed until the end of July/August 2021

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when they should be able to finish the hardscaping/landscape needs. The project uses a voucher system. This housing project would count towards Dennis's affordable housing 10% goal. The CIVOC has a 99-year lease with Dennis, with an option to purchase at that time.

Contributions from major gifts and individual donors in funds and in-kind donations have made this project happen. Due to the delays of their court battle, they were not able to use Federal and State grants to fund this project. In their future housing projects, the CIVOC should be able to utilize these grants. Currently this project has a gap of some \$65,000. Though they do have a credit line of \$200,000, they want to finish the project debt free. The CIVOC has reached out to Cape towns, achieving support from Dennis contributing \$200,000, Wellfleet at \$15,000, and Barnstable Affordable Housing Trust at \$90,000. They have requested funds for this project from multiple towns, including Harwich, Brewster, Yarmouth, Chatham, and Provincetown. If their fundraising exceeds their construction costs, they will be able to offset this project's on-going costs from other donors. The long-term maintenance and capital costs are built into the business plan.

Follow up points from the committee:

1. The application requires a correction on Page 3, line 6. Replace Brewster with Harwich: -- Estimated Veteran Population in the Town of Harwich: 781 veterans
2. A letter of support from the Harwich Veterans Agent was requested.
3. When it is available, the expected updated cost breakdown of where the \$25,000 would go was requested.
4. The percentage or actual number of Harwich veterans the CIVOC is actively providing services to was requested.
 - Mr. Gracia stated in the last fiscal year, to all Cape and Island veterans, the CIVOC provided some 4,426 service units in programs to veterans, some 14,000 individuals in food, and some 347 individuals in holistic services.
5. Who is going to hold the property's deed restriction?

R 9 Harwich Natural Heritage Trail Project, Phase 1

Applicant: Harwich Conservation Trust (HCT)

Project Manager: Michael Lach, Executive Director, Harwich Conservation Trust

Amount Requested: \$150,000

Project presented by Michael Lach, Executive Director, Harwich Conservation Trust

This is Phase 1 of the passive recreational opportunities in the Robert H. Smith Cold Brook Preserve on Bank Street. This proposal would create a wheelchair accessible trail loop and observation deck. The Preserve is the site of a Harwich Conservation Trust and the Town of Harwich ecological restoration partnership, preserving the land, protecting the water and habitat. The trail loop would be compliant with the ADA standards. The wide trail would provide a firmer trail surface for all ages and all physical abilities use, addressing water crossings and slope grades of the berms. They would seek design input from the Recreation. They have reached out to the Accessibility Committee for approval/support of plan, but AC meetings have lacked quorum.

Page 4 of the application spells out how this project is in alignment with the Harwich Open Space and Recreation Plan. This project would give access to this diverse area. In the past the HCT has offered educational programs, guided walks, and volunteers monitor the wildlife. Looking beyond COVID, they will return to their offerings. Though parking at this site must be considered. CPC members can visit the site.

The planned trail is about a ½ mile loop, following an existing foot trail, and that might meander a bit more on the west side. The footbridges that cross water (two stream crossings) would be ADA compliant, accommodating wheelchairs. The parking lot and observation deck would accommodate handicap parking spaces and connect to the loop. Current parking has three spaces. The slope and surface of the terrain was discussed. Design decisions must be made on addressing the berms that cross the wetlands areas and perimeter roads. Should the height and steepness of the berms be reduced for a better trail grade? The trail surface needs to be water permeable. More details on the trail will be in the permitting process with Conservation. Gateway: What is the proposal to maintain the gateway?

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Signs were discussed. One committee member suggested better informational signs/kiosks; educational signage on the bogs and directional signage to keep one from getting lost would be appreciated.

Some committee members expressed their support of the accessible trail. Some members also expressed their disappointment that the plan is not to maintain the cranberry bog. Cranberry farming has been in existence for over 100 years; it is a part of our Harwich heritage. The Preserve's agricultural system was not in workable form to have it continue when they acquired the land in 2001. Since 2001, twice they have sent out an RFP for maintenance of cranberry bog but have been unsuccessful in fulfillment. Many sections of the property's bogs were fallow for many years. Michael explained that it is difficult for local cranberry growers to maintain local bogs because expenses outweigh their income. Crop prices are being driven down by other geographic areas. Local growers are struggling to make a living. The economics of it all is making it more advantageous to sell their farms. Should the land be developed, or can it be used for passive recreation opportunities? So instead of concentrating on the bog, they have prioritized maintaining the water quality.

Of the \$150,000 budget, \$30,000 would go towards the trail design and parking plans, \$20,000 for conservation filings, and the balance towards trail construction and the creation of an observation deck for those who are not venturing out but allowing all to view this beautiful area. This budget is based on a similar project that was completed in the past year, Coonamessett River Restoration Project. This project is seeking only CPC funding. The HCT's other projects are utilizing their fundraising efforts. It was asked if the costs of the project exceed the request amount, how would the HCT accomplish the work? Michael stated he hopes he can be successful with the planned budget, but if not, they will cross that bridge when they come to it. He thinks the HCT would be able to fundraise to cover the costs of Phase 1, via private fundraising and in-kind services contributions. This project's future maintenance costs were discussed. The HCT have a land stewardship program as part of the ongoing fundraising; some \$30,000 to \$50,000 are raised annually. Their long-term vision is to have a land stewardship endowment fund.

Follow up Points the CPC is requesting:

1. Budget: More details on the budget were requested.
 2. Parking: Exactly how many parking spaces would be provided in the parking lot? In the past they have worked with the town and had three parking spaces. Waiting on RFP to see what? How many spaces, more public access?
 3. How does this area involve the Fire Station on Bank Street? How would the RFP address the town land?
5. Old Business:
- a) Website updates: What could be added?

Kathy Green reviewed the website. She reported the site was easy to navigate and to link through to documents. Kathy's name needs to be added to the webpage. John will update the site.

6. Other

7. Next meeting's Agenda points

Next meeting – Thursday, January 14, 2021, 6:00 PM. New calendar year has not been set.

- 1) David Spitz and the structure engineer will attend the remote meeting to discuss HP 4 Brooks Academy Museum Structural Improvement Project.
- 2) Jan will create follow up list of questions on each project and send to applicants. Committee members should send additional questions to Jan for the follow up list. If the applicants submit their replies prior to the meeting, the committee may be able to discuss the projects and possibly vote.
- 3) Bob sent the Rec. Department his note on their projects' finances.
- 4) Dave will contact the Town Finance Director for an update on the Financial Reports. Have there been any changes since the received Nov. 30, 2020 reports?
- 5) John will update his spreadsheets and send out to the committee.

8. Adjournment

Roll Call vote to move into Executive Session.

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A motion was made by Mary Maslowski, seconded by Kathy Green, to enter Executive Session pursuant to M.G.L. c.30A, § 21(6), to consider the purchase, exchange, lease, or value of real estate if the Chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body – A Land Purchase. The committee will immediately adjourn after executive session and will not return to open session.

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.

Committee moved into Executive Session at 7:35 PM.

Adjournment at 8:27 PM.