

TOWN OF HARWICH
COMMUNITY PRESERVATION COMMITTEE

Approved August 24, 2023

**Community Preservation Committee Regular Meeting Minutes
July 13, 2023**

Recording and Taping Notification: As required by law the Town may audio or video record this meeting. Any person intending to either audio or video record this open session is required to inform the chair.

I Call to Order

Harwich Community Preservation Committee Meeting called to order with quorum of committee members present by Chair Dave Nixon at 6:01 PM, on Thursday, July 13, 2023 at the Harwich Town Hall, Donn B. Griffin Room.

Present: Chair Dave Nixon, Vice-Chair Kathy Green, Mary Maslowski, Kelly Barber, John Ketchum, and new committee member Marcy Vigneau

Absent: Bob Doane

II Welcome Guests

A. Public Comment

A letter from Harwich Resident Pattie Tworek, dated July 9, 2023, was read into the record concerning the thought of rolling all the Harwich CPA funded projects into one warrant article.

III Approval of Minutes:

A. Approval of CPC Meeting Minutes: June 29, 2023 postponed.

IV New Business:

A. Vote: Committee Reorganization

A motion was made by Mary Maslowski, seconded by John Ketchum to nominate Dave Nixon to continue as the Chair.

VOTE: Chair Dave Nixon - Aye; Vice-Chair Kathy Green - Aye; Mary Maslowski - Aye; Kelly Barber - Aye; Marcy Vigneau – Aye; John Ketchum - Aye.

Motion PASSED unanimously.

A motion was made by Mary Maslowski, seconded by John Ketchum to nominate Kathy Green to continue as Vice Chair.

VOTE: Chair Dave Nixon - Aye; Vice-Chair Kathy Green - Aye; Mary Maslowski - Aye; Kelly Barber - Aye; Marcy Vigneau – Aye; John Ketchum - Aye.

Motion PASSED unanimously.

Both Dave and Kathy accepted.

B. Discussion: Option to have all CPA projects listed in one warrant article for the 2024 Annual Town Meeting

Dave pointed out the Harwich BOS wants to combine all the CPC projects into one warrant article, similar to how the warrant lists the town budget. During the town meeting, through the Town Moderator, one project can be pulled out and voted on separately.

The warrant is under the BOS directive, they can organize it as they want. What is the CPC opinion on this change?

Mary pointed out in Yarmouth they bundle their CPC projects into one warrant article, listing them in the warrant by the CPA categories.

In the past Harwich has bundled projects with requests under \$50,000 into one article, listed in a table format.

In Yarmouth, with a positive motion by category, the projects are explained and then they move on to the next category group of projects.

Kathy opposed the new idea. A bundle of CPC projects creates the problems of:

- 1) All projects must be approved in one vote or an amendment is needed.
- 2) An amendment must be written, this must be done quickly during the town meeting.
- 3) That must be approved.
- 4) It can be a confusing vote, with a hand count.
- 5) This doesn't give due diligence to each project for the voters to evaluate.

Some bundling can be confusing.

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The BOS cannot change the nature of what the CPC approved in the written article, but they can put it all together.

Mary read part of the CPC warrant article section of this year's Yarmouth Town Warrant.

Kelly agreed with Kathy on the bundling problems. On the floor of the town meeting, if one person wants to speak to one project and another person wants to speak to another project, it can be confusing. Streamlining is not accomplished.

Marcy offered she preferred not to have the projects bundled, but rather preferred listing each project, showing their financing bucket. This would give time to discuss each project article.

If the projects are bundled in a table format per financing bucket, the reader can see what is being spent per CPA category. This might help the public see what and where CPA funds are being spent. The number of projects varies each year. It might be easier to bundle a large number of projects.

If the BOS does choose to bundle CPC projects, and if the CPC objects, the committee can object on the floor of the town meeting or via the town moderator.

CPC warrant articles have to be written as approved by the CPC. CPA funds cannot be spent without CPC support. Bundling or not.

The committee will email past project managers to get their opinion on this matter and request their replies as soon as possible. The committee will combine their responses with the committee's recommendations.

V Old Business:

A. Update: Housing Trust, Chair Larry Ballantine

- Larry couldn't attend tonight's meeting. He wants to keep the door open between the HAT and the CPC. He will be invited to the August meeting.

B. Update: Online Application, John Ketchum

- The committee thanked John for all his work on this project.
- Kathy proofread the application and the final tweaks were made. The application is now online.
- A note to include in the announcement to past project managers - the committee would be happy to receive their applications early.

The CPC webpage updates:

- John will remove out-of-date lists and update the comprehensive list with this year's approved projects.

C. Update: Facebook postings, Kelly Barber

- On the Brooks Free Library Facebook page - Kelly will create a post concerning the new CPC online project application; to include a link, the deadline, and they don't need to wait to submit their applications.
- We can see the hits/likes/comments.
- Ginny will help us with sharing with the other Facebook groups in Harwich.
- Most of our applications come from Town, this might stir attention in the community.

D. Discussion: Where to place new signs

- Four sites were chosen to display the new CPC logo sign:
 - 1) Banner at the town's pickleball courts
 - 2) Banner on the spilt rail fence near the Herring River in Bell's Neck
 - 3) Banner at Brooks Academy
 - 4) Road sign at the walking trails Kiosk
- Permission will be asked for first.
- Marcy volunteered to monitor the signs.

VI Other:

- Chair Nixon announced CPC member – Selectmens Appointment, Carole Ridley's resignation paperwork has been accepted by the BOS and will be stepping down from our committee. Dave acknowledged and thanked Carole for her service to the CPC.

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- The town administration has three signed grant agreements. (2023 ATM approved projects.) The BOS have signed the paperwork. The Town Clerk will register the agreements.
- Dave and Kathy will be meeting with the new town Finance Director to go over the CPC accounts. Dave will report back to committee.
- Pennrose, the corporation constructing the Cape Cod 5 community housing project, has requested a change in the terms of funding for their CPA project. The town warrant article states the CPA funding is a grant. They would like it as a loan. Dave has asked the town administration to review this matter. He is waiting for their answer.

VII Next meeting's Agenda points - Thursday, August 10, 2023 at the Harwich Town Hall, 6:00 PM

- Review: CPC Calendar
- Discussion: We are requesting former project managers for their opinion on combining all CPC projects in one warrant article for Town Meeting. Committee will review their emailed opinions.
- Update: Harwich Affordable Housing Trust Chair Larry Ballantine

VIII Adjournment

A motion was made by Mary Maslowski, seconded by John Ketchum to adjourn.

VOTE: Chair Dave Nixon - Aye; Vice-Chair Kathy Green - Aye; Mary Maslowski - Aye; Kelly Barber - Aye; Marcy Vigneau – Aye; John Ketchum - Aye.

Motion PASSED unanimously.

Adjournment at 7:01 PM