

COMMUNITY PRESERVATION COMMITTEE
MINUTES
JANUARY 10, 2019

Approved 2.14.19

In attendance: Chair Dave Nixon, Vice-Chair Kathy Green, Robert Doane, John Ketchum, Mary Maslowski, Randall Pond, Christopher Rockett
Guests: Judith Underwood, David Spitz, Eric Beebe, Andrea Aldana

Call to Order - the meeting was called to order at 6:00 PM
Public Comment - None

New Business - A. Discussion, deliberation and possible vote on 8 submitted applications for 2018-2019 funding year.

1. HP1 - Brooks Academy Museum Commission - funding request for museum basement rehabilitation for storage of historic documents - request - \$130,000 - Project Manager - David Spitz.
Mr. Spitz reported to the CPC on the progress thus far of the BAM project scope and design.
Discussion and questions from CPC - members asked specific questions pertaining to the foundation concerns and what would exactly be stored in the basement; Is the proposed new climate control system going to be linked to the existing one? Mr. Spitz responded that the work proposed was to be on the interior foundation. Historic Society will be storing documents in the basement; believes the guidelines for use of CPA funds will be met without difficulty. What agreements are in place now? Does the Commission work independently? If the CPC recommends funding for this project then where will the additional funds for an engineering study come from? The lease for the BAM is currently under negotiations with the town. Assumes funds for the study will come from the contingency line listed in the application. The BAM is scheduled to appear before the HDHC meeting next week. What specifically are Sean Libby's (Town Facilities Manager) concerns about the building? Mr. Nixon will ask S. Libby to attend next week's meeting. There is a need for engineering work to be completed before any monies are spent. The CPA funded study was produced with an architectural stamp only. Committee members felt that there may be no harm in supporting this project with stipulations. If structural engineering report shows no need for any further

work then the monies could be spent as presented in the application. Does the project include a provision for a future elevator? The work for an elevator is not included, but ideally mechanical, and excavation work should be completed at the same time.

2. CH2 - Cape Housing Institute - funding request to support Cape Housing Institute - request - \$7,500 - Project Manager - Anne Robinson.

Mary M. had no specific questions; heard many great things about last year's Institute and recommends continued support by this committee. Kathy G. - important to support this multi-town project, especially with the establishment of our own Affordable Housing Trust. Randy P. supports this project. Chris R. said all his questions were answered completely at the last meeting and supports project.

3. CH3 - Harwich Affordable Housing Trust - funding request for additional funding for the HAHT and funding for a part-time housing coordinator request - \$340,000 - Project Manager - Chris Clark

Mary M. - planning board is very pleased with the progress of the Trust; they have engaged the board on specific identified parcels and are in full support of the Trust. Would like to see a copy of the contract with the consultant hired - Is the Trust paying time and materials on the contract or how is it structured? Judith Underwood, a member of the HAHT spoke to that - the town administrator is managing the contract and hours were quantified during the last meeting of the Trust. Was there a number attached? Contractor - \$30,000 flat fee. Randy P. supports the project citing the need for affordable housing for younger residents - deserves the committee's support. Chris R. mentioned the state mandates for percentages of affordable housing required of towns. He was impressed with the Town Planners work in Truro and the outside grants that were received. Kathy G. in favor of funding the Trust, they are just getting started, but moving forward we need to know what their strategic plans will be - ie purchasing of land, rental housing, buy downs - this makes a difference for funding in the future. Judith U. stated that was absolutely correct - they are looking at properties now that are available and town owned land - just one vehicle. John K. and Bob D. both support what the town is doing to move forward. Kathy G. would like the Trust to explore other sources of revenue.

4. R4 - Harwich Recreation Dept/Recreation and Youth Commission -

funding request for 11 new lifeguard stands - request - \$37,950 -
Project Manager - Eric Beebe

Kathy G. inquired of materials, life span and storage - these are questions that came up in the presentation. Eric Beebe responded that AZEK would be used for the seating portion of the stands, and pressure treated wood for the bases. This will expand the life of the stands as compared to those of the past. The cost will be about \$3,000 per stand including the materials. They will be able to store them in the highway barn to preserve their use.

5. R5 - Harwich Recreation Dept/Recreation and Youth Commission - funding request for new restroom facility at Sand Pond - request - \$125,000 - Project Manager - Eric Beebe

Chris R. - project is a bit pricey - but it is the only remaining facility that is not ADA compliant. He believes that all facilities should meet ADA requirements. He is in support of this project.

Bob D. - concerns about the project, reported this is not a popular beach, not good for swimming, not easily accessible - would like to see a more complete master plan to restore the beach and the out-buildings. He understands there is an intention to rent paddleboards, kayaks - would like to see a complete plan. Eric B. responded that it is the goal to have a master plan; but it is currently a town beach, gets crowded on good beach days, and if there were no other changes we would still need to construct a new restroom. He has spoken with both the Harbormaster and the DPW to work on some restoration of the beach. John K. went to the site- nice pond but looks a little dreary - does not feel we need a master plan to move forward with support.

Kathy G. - biggest concern - lack of plan to increase usage of the pond for an investment of \$125,000. ADA concerns are an issue; there should be a plan and believes there will be a plan in the future. Will support the project - monies are available this year. Mary M. - no need for plan, number one concern is to make it accessible - would like to see the project move forward. Randy P. believes this is a necessary project.

6. R6 - Harwich Recreation Dept/Recreation and Youth Commission - funding request for Whitehouse Field Improvement Project - new scoreboard and netting/poles to protect spectator seating - request - \$55,000 - Project Manager - Eric Beebe

Randy P. - thousands of people come to watch the games.

Dave N. - has Eric looked into lightening protection? Eric B. - the application does not include lightening suppression devices; rarely does the vendor see many purchases with this option, however the cost is approx. \$2,000 and can be covered with contingency funds. Contains hardware that protects the equipment. If the extra funds are expended - then guaranteed against lightening damage, however if damaged without the protection, then it would be covered by insurance subject to a \$1,000 deductible. John K. was concerned about the down time if the equipment were to be struck by lightening. Mary M. - in favor of project - if the town is renting the facility then the equipment should be in good working condition. Kathy G. - in favor of project. Chris R. - happy with a guarantee; attends a lot of games.

7. R7 - Bikeways Committee - funding request for bike crossing lights at Depot Street in North Harwich - request - \$27,000 - Project Mgr - Robert Cafarelli

Kathy G. - very good presentation, in favor. Mary M. - agreed. John K. felt that safety is an issue - in favor. Randy P. - not in favor - at some point in time bicyclists have to be able to correctly cross the streets on their own. Bob D. - in support, however does feel it gives license for cyclists to travel across the road without stopping. Chris R. - likes the additional safety - in favor. Dave N. - concerns over software issues last year - feels they have been addressed and in support.

8. R8 - Conservation Administrator - funding request for Red River Beach Shoreline Stabilization Project - request - \$100,000 - Project Manager- Amy Usowski.

Followup questions- what is the exact length of work to be completed? Mary M. - concerned about the amount of silting taking place. Red River Beach is a very important place and would like to preserve the parking lot. Kathy G. - when the application was presented it had not yet been before the REOS Committee or Conservation. Conservation was not necessarily united on their opinions. REOS voted to support the project in the way that Conservation voted with the caveat that only undesignated funds should be used, no Open Space funding. Have not heard if the project was supported by Conservation. John K. believes the committee approved the project - was not aware that the town has continuously added sand to the area. Intervention is needed there. Erosion continues - he supports the project. Randy P. - doing nothing when a storm comes along, there may be a domino effect, could only

get worse. Chris R. - important tourist beach for Harwich; from a conservation standpoint - it is important - supports the project. Dave N. - if we can do something to slow the erosion then the committee should support this. Kathy G. - concerned about the estimate - not very extensive. Dave N. questioned the REOS request regarding the use of the Open Space bucket funds. Kathy G. reiterated that the REOS committee felt strongly that the OS funding should be reserved for open space purchases and not recreational. This is only the committee's opinion. What additional information is required from the applicant?

The Committee will take up voting on January 17, 2019.

New Business - B. Explanation by Finance Director, Carol Coppola regarding the FY18 certified balances and the FY20 estimated receipts

New Business - C. Discussion and possible vote on the Affordable Housing Trust Grant agreement - no discussion/action

Old Business - A. Follow up comments on December 17, 2018 Chair Nixon's presentation to BOS - no discussion/action

Other:

Next meeting Agenda items: Discussion and vote on complete 2018-2019 CPA project applications, vote on Affordable Housing Trust Grant Agreement and discussion of warrant articles.

Adjournment: Bob Doane moved and Kathy Green seconded to adjourn. All in favor - the meeting was adjourned at 7:47 PM.

Respectfully submitted,

Carol Coppola