

TOWN OF HARWICH

Community Preservation Committee

Approved 2.3.2022

Community Preservation Committee Regular Meeting Minutes January 20, 2022

Meeting held remotely.

Call to Order

Harwich Community Preservation Committee Meeting called to order online per Roll Call Vote by Chair Dave Nixon at 6:04 PM, on Thursday, January 20, 2022 via GoToMeeting.com. VOTE Present by Roll Call: Chair Dave Nixon - Aye; Mary Maslowski - Aye; John Ketchum - Aye; Bob Doane - Aye; Joseph McParland III - Aye; Kathy Green - Aye; Elizabeth Harder – Aye; Carole Ridley - Aye.

Motion carried unanimously.

Meeting called to order.

Meeting Rules read into the record by Board Secretary Jan Moore.

EXECUTIVE SESSION

Pursuant to M.G.L. c.30A, § 21(6), to consider the purchase, exchange, lease, or value of real estate the Chair declared that an open meeting may have a detrimental effect on the negotiating position of the public body – A Land Purchase.

Read into the record by Board Secretary Jan Moore.

A motion was made by Mary Maslowski, seconded by Carole Ridley to move into Executive Session for the purpose stated for the need to enter Executive Session. We will return to the Regular Open Meeting following the Executive Session.

VOTE by Roll Call: Chair Dave Nixon - Aye; Mary Maslowski - Aye; John Ketchum - Aye; Bob Doane - Aye; Joseph McParland III - Aye; Kathy Green - Aye; Elizabeth Harder – Aye; Carole Ridley - Aye.

Motion carried unanimously.

Exited Open Regular CPC Meeting to enter Executive Session at 6:05 PM.

Returned to the Open Regular CPC Meeting at 6:36 PM.

REGULAR CPC MEETING

A. Guests Welcomed
No Public Comment

B. Approval of Minutes: CPC Meetings - November 2, 2021; November 18, 2021; December 9, 2021

A motion was made by John Ketchum, seconded by Mary Maslowski to approve the CPC Meeting Minutes of November 18, 2021 as amended, to correct the acronym of AMI. *Amendment: Page 3, Project CH 7 Pennrose Project: * AMI is not the acronym for Average Median Income as stated, but Area Median Income.*

VOTE by Roll Call: Chair Dave Nixon - Aye; Mary Maslowski - Aye; John Ketchum - Aye; Bob Doane - Aye; Joseph McParland III - Aye; Kathy Green - Aye; Elizabeth Harder – Aye; Carole Ridley - Aye.

Motion carried unanimously.

A motion was made by Elizabeth Harder, seconded by John Ketchum to approve the CPC Meeting Minutes of November 2, 2021 and December 9, 2021.

VOTE by Roll Call: Chair Dave Nixon - Aye; Mary Maslowski - Aye; John Ketchum - Aye; Bob Doane - Aye; Joseph McParland III - Aye; Kathy Green - Aye; Elizabeth Harder – Aye; Carole Ridley - Aye.

Motion carried unanimously.

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C. New Business

- a) Discussion of the presented 2022 CPA funding requests. (10 applications were submitted. **R9** Harwich Headwaters Drive Bikeways Crossing Lights project and **H3** Beautify Harwich Center were withdrawn.)

Chair Nixon shared the three non-town submitted applications have been reviewed by a lawyer at KP Law. The lawyer's opinion is that the CPC can go ahead with deliberations on the CH 6 Adult Shared Living Project and CH 7 Pennrose Project. We have not received the legal opinion from the Town Administration on the town submitted applications.

- **CH6** Adult Shared Living for Disabled & Workforce – construction of a 4-bedroom home, submitted by Adult Shared Living of Harwich, Inc. Project Managers Jeffery Locantore, Jonathan O'Callaghan, & Janet Cardillo. Requested: \$250,000

At the request of the Chair, Kathy and Carole drafted recommended guidelines the project managers of CH6 may use to move their CPA project forward. While CPC members agreed the project has merit and would like to support it, they expressed the presented project is in the early stages with too many questions. It is unclear which CPA category of funding it falls under, Open Space or Community Housing. With the option of securing the land from the town, maybe CPA funds could be offered for engineering/development expenses.

- **H2** East Harwich Union Cemetery Gravestones Restoration, submitted by Town Administrator. Project Manager Harwich Cemetery Administrator Robbin Kelley, Harwich Cemetery Commission. Requested: \$118,800

When this restoration project was presented last year, the Committee had a lot of questions. The Committee commented they now have received their answers and can support the project. Many still have a concern over the property maintenance, which is the town's responsibility to deal with. The CPC expressed concern this cemetery needed attention last year. Only recently did Robbin get them to do a clean-up. It was suggested the Cemetery Commission create a plan for the property's ongoing upkeep. If CPA funds are spent on projects to preserve and restore sites, the town needs to pay attention to upkeeping the property. No CPA money will be spent on maintenance. The CPC and Town Administrator Powers can discuss this matter at a future CPC meeting.

- **CH4** Harwich Part-time Housing Coordinator, submitted by Town Administrator. Project Manager Town Administrator Joe Powers. Requested: \$50,000

Committee members agreed the town needs a Housing Coordinator; it is an important job. The submitted application was thin on details. It was noted the Committee hasn't received additional details from Town Administrator Powers. No proper accounting has been provided. The position is evolving. In contrast to the past few years of contracting the HC services, currently the town is advertising for an inhouse HC, who would be supervised by Town officials. There is hope we would have an in-person HC who would work with the public, the Housing Committee, the Housing Trust, and the Housing Authority. Though the Committee has been told other towns' CPCs fund their HCs, should Harwich CPC fund a town employee? Many expressed confusion if the CPC is to go forward with the presented application that is changing.

- **CH5** Harwich Affordable Housing Trust, submitted by Town Administrator. Project Manager Town Administrator Joe Powers. Requested: \$500,000

Many Committee members stated they can support the Affordable Housing Trust. The Trust's ability to be flexible and ready to act when property becomes available is an asset to the town and affordable housing. However, the Trust hasn't provided a lot of information to the CPC, and we are asked to contribute on faith. The submitted application was thin on details, no specifics, plans, or other committee support sign-offs were provided. The application doesn't indicate how they plan to use this year's request. At the November 2, 2021 CPC meeting Town Administrator Powers did give an update on the HAHT activities, but he hasn't answered the

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CPC's many questions. What is the Trust's strategy and their plans going forward? The Trust has had three different Chairs and is a young entity. Many CPC members expressed they were pleased the Trust now has purchased land. However, it was suggested maybe the Trust should concentrate on the responsibilities of their current land projects. The CPC's Community Housing Reserve has a low balance this year and could not solely fund this \$500,000 request.

- **CH7** Orleans Cape Cod 5 Bank Project – mixed-income community housing units, submitted by Pennrose, LLC. Project Manager Charlie Adams, Pennrose. Requested: \$100,000

The project has merit. It is a large, expensive project where regional communities are asked to pitch in their CPA funds. It was questioned if this is the best way to fund these housing developments? There is no reciprocity guarantee. Harwich would not have local preference. The CPC was told the project will go ahead even without Harwich funds. Having this development nearby may take the pressure off Harwich's demand for affordable housing, but it doesn't count towards Harwich's affordable housing credit. Could the CPC support this project at a lesser amount? The CPC has not received a response to their question on the deed restriction.

- **R8** Harwich Natural Heritage Trail Project, Phase 2 – Boardwalk Connector, submitted by Harwich Conservation Trust. Project Manager HCT Executive Director Michael Lach. Requested: \$75,000

Many CPC members stated they support this project and felt it is a beneficial use of CPA funds. The applicant provided a lot of details and information to the Committee.

- **R10** Brooks Park Pickle/Basketball Court Project, submitted by Town Administrator. Project Manager Recreation Director Eric Beebe. Requested: \$245,500

Many CPC members stated they support this project. They do find the courts are expensive. The Rec Department's application provided the numbers highlighting the need and desire to have the pickleball courts and its appeal across age demographics.

D. Old Business

E. Other

- Chair Nixon reported we have received word from the Coalition - CPA communities will receive \$10 million more dollars from surplus budget funds. Now, CPCs will end up with a 43.8% match from the State.
- Our approved Community Preservation Act Warrant Articles 2004-2020 list is on our CPC webpage. Since 2004, the Harwich CPC has allocated \$29,460,398, has rescinded \$1,477,000, and has spent \$27,982,621.
- The Community Preservation Coalition has notified us our annual membership dues are \$4,350.

A motion was made by Kathy Green, seconded by John Ketchum to pay the Coalition the funds of \$4,350 for this year's annual membership dues.

VOTE by Roll Call: Chair Dave Nixon - Aye; Mary Maslowski - Aye; John Ketchum - Aye; Bob Doane - Aye; Joseph McParland III - Aye; Kathy Green - Aye; Elizabeth Harder – Aye; Carole Ridley - Aye.

Motion carried unanimously.

F. Agenda Points for the next Meeting

- Next meeting scheduled: Thursday, February 3, 2022 at 6 PM online.

G. Adjournment

A motion was made by Kathy Green, seconded by Mary Maslowski to adjourn.

VOTE by Roll Call: Chair Dave Nixon - Aye; Mary Maslowski - Aye; John Ketchum - Aye; Bob Doane - Aye; Joseph McParland III - Aye; Kathy Green - Aye; Elizabeth Harder – Aye; Carole Ridley - Aye.

Motion carried unanimously.

Adjournment at 8:13 PM.