

TOWN OF HARWICH

Community Preservation Committee

Approved 1.24.18

Community Preservation Committee Regular Meeting Minutes of January 11, 2018

Electronically recorded.

1. Call to Order

Harwich Community Preservation Committee Meeting called to order by Chair Dave Nixon at 6:02 PM, on Thursday, January 11, 2018, in the Harwich Town Hall, Donn B. Griffin Meeting Room.

Present: Chair David Nixon, Vice Chair Kathy Green, Jim Atkinson, Cindi Maule, Daniel Tworek, Mary Maslowski, Joseph Powers and Selectmen Liaison Donald Howell

Vacant: Conservation Commission representative and Housing Authority representative

2. Approval of Minutes: Meeting of December 14, 2017

A motion was made by Mary Maslowski, and seconded by Jim Atkinson, to approve the December 14, 2017 CPC Meeting minutes.

VOTE: Yes 7; No 0; Abstain 0. Motion carried unanimously.

3. Old Business:

a) David Spitz – update on Brooks Academy outstanding CPC funded projects. At the November 9, 2017 CPC meeting the new Brooks Academy Museum Commission Chairman David Spitz requested more time to investigate the status on the past approved CPC funded projects. He has been with the BAMC since September. He thought there were just two projects, but was corrected, there are three: 2007's Article #41 with a funded balance of \$26,140 Historic Restoration, 2008's Article #30 with a funded balance of \$53,900 Historic Restoration, and 2014's Article #65 with a funded balance of \$30,000 Historic Restoration.

Handout.

Mr. Spitz asked the committee to allow the (2014 Article #65) \$30,000 funding for an architectural/engineering study of the Brooks Academy building's needs to stand and allow to be used as intended. The study was to be the first of two phases, looking at creating exhibit and storage space, access via an elevator, and the building's exterior structural needs. The BAMC would like to keep the other allocated funds in place for at least a year; some \$80,000. He said they will be back to ask for more funds anyway. He noted the CPC has supported a lot of CPA funded projects for the Brooks Academy since 2006.

The study's RFP can go out shortly, with a six-month study completion goal, all in 2018. After study conclusions - construction estimated to begin in 2019.

4. Guests welcomed. Public comment invited to speak to presented projects.

RE: REC-15 Hinckley's Pond Restoration and Public Access Area Rt.124

Heinz Proft, Town of Harwich Natural Resources Director said spoke to the company that originally did the study in 2009. He asked how the use of alum treatment has progressed since then on the Cape. It has been very successful. The cost range between \$3000 and \$4000 per acre, still fits with the original budget request. More than one company can provide this service. Timing of treatment is not critical. It will take 10 to 14 days for service. Any unused funds will be returned to CPC accounts.

RE: H-4 Preservation and Archiving of Public Records Storage at Harwich Community Center

Carolyn Carey, Harwich Community Center Director, thanked committee for not approving project last year because since then she has learned so much more, greater research into what the state requires, and what the project should be. The new quote would cover what the state requires. She expressed confidence in the FIRELOCK-Fireproof Vault Systems Co. that would do the work.

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RE: REC-14 Brooks Park Improvement Phase 5 - Lighting

Eric Beebe, Harwich Recreation Director, did have a public meeting on Dec. 12, 2017 on the presented project. There were no public concerns, suggestions, or complaints expressed at the meeting.

RE: H-6 Mount Pleasant Cemetery Gravestone Conservation

Robbin Kelley, Harwich Cemetery Department Administrator, reminded committee she emailed a submitted detailed bid, increasing the project's request from the \$47,000 estimate to \$49,900 for the work required. A report will be created for the CPC following the work completion.

Harwich Selectperson Julie Kavanaugh requested CPC support of the CH-10 Harwich Affordable Housing Trust Fund. Housing is so critical on the Cape. This trust would help Harwich move forward on this complicated issue. She feels the town can't do anything without creating this trust. She also requested CPC support for OS-12 Preservation of the Eldredge Conservation Lands. She feels this land is very critical to the town and hopes CPC will support it being purchased. She also requested CPC support for REC-15 Hinckley's Pond Restoration and Public Access Area Rt. 124. In summary, she feels all these projects are important to the taxpayers and the Board is behind all of them. She asked the CPC to support them and the Board.

Harwich Selectmen Liaison Donald Howell spoke in support of two articles. The CH-10 Harwich Affordable Housing Trust Fund: The trust is a good conduit in affordable housing. In thinking about projects, he suggests thinking about maximizing impact, how many people are going to be affected by a project. He feels the trust would have an enormous impact on affordable housing in town. OS-12 Preservation of the Eldredge Conservation Lands: Judith Eldredge property is a beautiful, desirable property that abuts Hawk's Nest, and would increase the town's conservation lands. He said it came close to going out to tax title, and would have been lost to the town, but didn't. He feels if it goes out on tax title, we will never see it again.

5. New Business:

- 1) Committee discussion on the presented sixteen 2017/2018 CPA Application submissions:

H-2 Preservation and Digitization of the Harwich Oracle Newspaper

Brooks Free Library/Library Director Virginia Hewitt, *Applicant*

Jennifer Pickett, Reference Librarian, BFL, *Project Manager. Request \$10,340*

Mixed committee support. There are still some unanswered questions.

H-3 Historic Preservation of Brooks Free Library Exterior

Brooks Free Library Board of Trustees, *Applicant*

Virginia Hewitt, Library Director; Mary Warde, Chair, Board of Trustees

Sean Libby, Town Facilities Manager, *Project Manager. Request \$300,000*

Mixed committee support. There are still questions regarding eligibility, confidence in research of costs and bidding, and suggestions for finding another more flexible funding source.

OS-11 Cornelius Pond Woodlands Project

Town of Harwich Real Estate and Open Space Committee, *Applicant*

Harwich Conservation Trust, Mike Lach, Executive Director, *Project Manager. Request \$200,000*

Majority of committee support.

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H-6 Mount Pleasant Cemetery Gravestone Conservation

Harwich Cemetery Department, *Applicant*

Robbin Kelley, Harwich Cemetery Department Administrator, *Project Manager*. Request \$47,000

New Request \$49,00

Mixed committee support. Comments included whether it was a priority this fiscal year and that there was much favorable support - will there be enough funding?

REC-14 Brooks Park Improvement Phase 5 – Lighting

Harwich Recreation & Youth Department and Commission, *Applicant*

Eric Beebe, Harwich Recreation Director, *Project Manager*. Request \$333,500

Mixed committee support.

CH-7 Cape Housing Institute

Community Development Partnership, *Applicant*

Ann Robinson, CDP Chief Program Officer, *Project Manager*. Request \$10,000

Majority of committee support.

It was suggested the committee review the next three Housing Articles CH-8, CH-9, & CH-10 altogether, listing priority preferences. There was no clear-cut support or non-support for the following three housing articles. For the most part, everyone had not made decisions on these housing articles, questioning merits of all three projects.

CH-8 Buy-Down Program

Harwich Housing Authority, *Applicant*

John Stewart, Harwich Housing Authority Executive Director, *Project Manager*. Request \$400,000

CH-9 93-97 Main Street/Route 28 Habitat for Humanity Community Housing

Habitat for Humanity of Cape Cod, Inc., *Applicant*

Vicki Goldsmith, HFH of Cape Cod Executive Director, *Project Manager*. Request \$300,000

CH-10 Harwich Affordable Housing Trust Fund / Part Time Housing Coordinator

Town of Harwich, Chris Clark, Harwich Town Administrator, *Applicant*

Aly Sabatino, Harwich Town Planner, *Project Manager*. Request \$500,000

H-1 Albro House – Building Conditions Assessment & Evaluation

Town of Harwich, Administration, *Applicant*

Charleen Greenhalgh, Harwich Assistant Town Administrator, *Project Manager*. Request \$2,500

Majority of committee support.

H-4 Preservation and Archiving of Public Records Storage at Harwich Community Center

Harwich Community Center, *Applicant*

Carolyn Carey, Harwich Community Center Director, and Sean Libby, *Project Manager*.

Request \$62,027, New Request \$90,275.40

Majority of committee support. Concern in location. Non-support based on eligibility.

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H-5 Records Management - Town Hall

Anita Doucette, Harwich Town Clerk, *Applicant*

Project Manager not listed. *Request \$40,000*

Mixed committee support. Questions on project as historical preservation. Non-support based on eligibility.

REC-16 Pleasant Lake Avenue Crossing Lights

Harwich Bikeways Committee, Shanna Nealy, Committee Member, *Applicant*

Robert Cafarelli, PE, *Project Manager. Request \$27,000*

Mixed committee support. Non-support based on eligibility and unreliable working equipment.

OS-12 Preservation of the Eldredge Conservation Lands

Christopher Clark, Harwich Town Administrator, *Applicant*

Project Manager not listed. *Request \$369,000*

Majority of committee still questioning project, pointing to desire of town to use tax title foreclosure for acquiring land or just waiting. Two non-support in full favor of tax title approach.

REC-13 Saquatucket Harbor Landside Pedestrian Accessibility

Town of Harwich Harbormaster Department, *Applicant*

John Rendon, Harwich Harbormaster, *Project Manager. Request \$250,000*

Majority of committee support.

REC-15 Hinckley's Pond Restoration and Public Access Improvement Area Rt. 124

Heinz Proft, Town of Harwich Natural Resources Director, *Applicant*

Heinz Proft, Town of Harwich Natural Resources Director, *Project Manager. Request \$650,000*

Majority of committee still questioning project. All want a proper detailed budget that adds up correctly. In addition to budget, concerns about eligibility.

It was noted that State doesn't have written provisions on the ACT. It was suggested that maybe that is, so each community makes their own way, their own decisions.

Since so many committee members still had questions on so many of the projects it was suggested the discussion take a break.

6. Other:

a) Signatures taken for the Town of Harwich's 2018 ACKNOWLEDGMENT OF RECEIPT of the a copy of the summary of the conflict of interest law for municipal employees, revised November 14, 2016. Board Secretary will return to Town Clerk.

b) The scheduled CPC meetings of May 10, 2018 and Oct. 11, 2018, starting at 6:00 PM, conflict with the Planning Board meetings on the same dates, beginning at 6:30 PM. Jim Atkinson and Mary Maslowski both serve on the Planning Board. Jim requested the CPC make changes to the CPC scheduled meetings to accommodate. Nothing was decided.

7. Next meeting's Agenda points:

New meeting scheduled: Wednesday, January 24, 2018, at 6 PM. Location TBA.

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8. A motion was made by Daniel Tworek, seconded by Jim Atkinson, to adjourn.

VOTE: Yes 7; No 0; Abstain 0. Motion carried unanimously.

Adjournment 7:37 PM.