

**HARWICH Community Preservation Committee Regular Meeting**

December 10, 2015, at the Harwich Town Hall, Griffin Meeting Room

Present: Chairman Bob MacCready, Vice Chair Kathy Green, Cindi Maule, Daniel Tworek, Jim Atkinson, Walter Diggs, Robert Bradley, and David Nixon

Vacant: Housing Committee representative

Guests: Selectmen Linda Cebula and Michael MacAskill, town residents, project presenters – Brooks Free Library - Mrs. JoAnne Brown and Joan McCarty, and Library Director Ginny Hewitt, Finance Committee - Ed McManus, Recreation Director Eric Beebe, Recreation and Youth Commission - Chair John Mahan, ESHMH - Judith Ford, Cemetery Commission - Robbin Kelley, Harwich Housing Committee - Mary Louise Secola, Town Planner David Spitz, WSHS - Mr. and Mrs. Louis and Sally Urbano, Brooke Williams, and Town Administrator Christopher Clark.

Called to order at 7:05 PM by Chair Bob MacCready. Guests welcomed.

A motion was made by Walter Diggs and seconded to approve the Nov. 19, 2015 CPC Executive Session. Vote: Yes 7; No 0; Abstain: 1. Motion carried.

A motion was made by Dan Tworek and seconded to approve the Dec. 3, 2015 CPC Meeting Minutes. Vote: Yes 8; No 0. Motion carried unanimously.

**New Business:**

➤ Committee voting of the 2015 CPA Project Funding Request Applications:

**OS1 – Muddy Creek Headwaters Project.**

A motion was made by Kathy Green and seconded to support the land purchase of approximately 17 acres owned by the Marini Nominee Trust in East Harwich for open space purposes or the purchase of a conservation restriction on said land. The Community Preservation Act funding will be at \$500,000, with \$150,000 coming from the Open Space Reserve and the remaining amount from the Undesignated Reserve.

Chair MacCready amended the motion to insert the wording "... will be the lesser of \$500,000 or market value, with ..." Amendment was seconded.

Amendment VOTE: Yes 8; No 0. Main motion VOTE: Yes 8; No 0. Amended motion and main motion carried unanimously. Project Supported.

**CH2 – Kelley Development for Affordable Housing Project**

▪ Mary Louise Secola of the Harwich Housing Committee showed an updated plot plan. There was a short period of time between hearing the lots were available and the CPC project filing deadline. Since then this project has seen some developments. No commitments yet but Davenport Realty has expressed interest in developing the land as a landlord for homeownership or for rentals. Last year Davenport had offered to purchase one lot for \$98,000 but the deal didn't go through. Project has not gone through the town's Land Acquisition Policy - presented before Real Estate and Open Space Committee, then the Board of Selectmen.

No Motion made on application. It was recommended that the HHC withdraw project request and work on it.

**HP3 – Fireplace Hearth and Fireplace Base Restoration at Chase Library Project**

A motion was made by Kathy Green and seconded to support the application for \$3,100 HPR for the fireplace base and fireplace hearth at the Chase Library.

VOTE: Yes 5; No 1; Abstained 2. Motion passed. Project Supported.

**HP4 – Harwich Historical Society's Artifacts - Preserving the Harwich Story Project**

A motion was made by Kathy Green and seconded to support this project at \$11,000 HPR specifically to fund the cannon & gristmill.

VOTE: Yes 8; No 0. Motion passed unanimously. Amended Project Supported.

**HP5 – Restoration of Historic Appearance of Exterior Porches at the Albro House Project**

A motion was made by Dan Tworek and seconded to finance the project as described in the recent email for \$18,700.

▪ Town Planner David Spitz amended the project request to \$18,700, same improvement work on the building's front, moving the ramp to the rear which will be made of lumber, leading to a covered porch that will match the rest of the building. This would be the main accessible entrance to the building.

▪ The project has not gone before the Historical Commission. They still can't say if the porch is original to the building, or even if the porch had a roof. But we are required to have ADA accessibility to the building, an allowable CPA expense. The town planner

said they would like the ramp to be on the back of the building as opposed to being on the front where it is more intrusive. Architecturally, the rear would have a more modest facade than the front. The need for the roof was questioned. They think the roof on the porch is a practical answer for weather purposes. New construction will be consistent with the style of the building, and historically appropriate. They haven't spoken with the HC about the porch yet.

- The Albro House: Some CPC funded work on the windows still needs to be done. The historical building doesn't divide well; not used by town employees. Of the three upstairs offices, two are rented, and the third has an interested party, producing an annual income of some \$5-6000. Under the town's regulations, it can't be subdivided. Half of the parking lot is used by the Town Hall.

Cindi Maule moved the motion.

VOTE: Yes 6; No 2. Motion passed. Amended Project Supported.

**HP6** – Continued Update of Town Historic Property Inventory Project

A motion was made by Walter Diggs and seconded to approve \$20,000 out of HP funds.

VOTE: Yes 8; No 0. Motion passed unanimously. Project Supported.

**HP7** – West Harwich Schoolhouse Preservation and Rehabilitation Phase 1 Project

A motion was made by Walter Diggs and seconded to approve the funding of the \$150,000 of HP funding for the West Harwich School and the repurposing outstanding balance of Article 42.

- The funding was discussed. The old CPC Article 42 was for windows at the Youth and Rec Building and the W. Harwich School. The ratio is some 61% to Youth and Rec Building and 39% to West Harwich School building. Work wasn't completed. The CPC couldn't find anyone to address the unfinished project; the Cultural Council wouldn't take ownership. There is some \$56,000 left on the balance. It was noted that when the town signed with the theatre, the town had promised to finish the windows. They have worked on the storm windows.

VOTE: Yes 0; No 8. Motion failed. Project NOT Supported.

A motion was made by Kathy Green and seconded to support the West Harwich School historical preservation and restoration project at \$203,500.

VOTE: Yes 7; No 1. Motion passed. Project Supported.

**HP8** – Preserve Two Burial Crypts and Two Holding Tombs/Crypts Project

A motion was made by Kathy Green and seconded to support the restoration and preservation of burial crypts and holding tombs at Mount Pleasant and Island Pond Cemeteries in the amount of \$25,000.

VOTE: Yes 8; No: 0. Motion passed unanimously. Project Supported.

**HP9** – South Harwich Meetinghouse Restoration and Preservation Project

- A new handout was provided.

A motion was made by Kathy Green and seconded to support the South Harwich Meetinghouse restoration and preservation project at \$100,000.

VOTE: Yes 8; No: 0. Motion passed unanimously. Project Supported.

**R10** – Nantucket Sound Artificial Reef Project *has been pulled.*

- The State funds are coming down. Noted: It was recently discovered the work is planned to be completed by the end of April, FY16.

This CPC round of funding is for YR17, beginning July 2016.

**R11** – Whitehouse Field Fencing Replacement Project

A motion was made by Dave Nixon and seconded to support the Whitehouse Field fence project in its entirety at \$57,128.

VOTE: Yes 8; No: 0. Motion passed unanimously. Project Supported.

**R12**- Off-Leashed Dog Area Project *has been pulled.*

**R13** – Queen Anne Road Crossing Lights Project

A motion was made by Kathy Green and seconded to support the Queen Anne Road Crossing Lights in the amount of \$29,700.

VOTE: Yes 7; No 1. Motion passed. Project Supported.

**R14** – Brooks Park Expansion/Improvement Phase 3 Project

A motion was made by Dave Nixon and seconded to support the Brooks Park Expansion for \$188,000.

VOTE: Yes 7; No 1. Motion passed. Project Supported.

**HP15 – Historic Brooks Free Library Restoration Brooks Free Library Project**

- JoAnne Brown provided a handout of the library's work projects history. A few years ago the CPC recommended the library get a professional analysis of what work was needed; a CPC funded article for \$25,000. The library found a prominent architectural firm to determine the historical preservation work needed. This year's project request is what was recommended in the report.
- The library is the most used historic building in town. For five years the library has gone without CPC funded work. They have been working on this since then. They have been in touch with the HD for the last five years. They were surprised when they heard there was no support for this application at last week's CPC meeting. When it was suggested the project has not gone through the CPC process, they reminded the CPC that they have met with this committee twice on this application, providing multiple copies of the consultant's report to the committee. A few months back they invited the CPC, along with other town committees and the public to a presentation of the report and the work needed. The report and presentation were well received. CPC members attended the presentation. Post presentation, the library could have asked questions of the architectural firm, but they didn't get any questions. They have been working with a representative of the HDHC, (Vice-Chair) Jeanne Steiner. They have requested time on the HDHC meeting agenda, but have not been able to connect. They hired the preeminent firm in the area with the expertise in the field of historic preservation to review the building. The library will follow the Secretary of the Interior's standards of historical preservation and the town's regulations.
- It was questioned if the project could be covered in part with CPC funds and town funds. Chair MacCready stated there aren't enough CPC funds available to cover the whole project in one phase. Project Manager, Sean Libby, has said it is not cost efficient to do the project in phases; multiple times of setting up and breaking down staging would double the costs. Sean Libby has said he agrees the work of chemical stripping the paint once every 100 years, then repainting, is historical preservation.
- Town Administrator Chris Clark explained the town's Capital Outlay Committee reviewed the project and created an amended proposal breaking down the project to \$670,000 for painting, and \$130,000 for streetscape (which may not be a CPA compliant work.) The town cannot hire in-house to complete the work. Sean Libby could not receive the funds to hire someone to do this work; it is outside his scope - the scaffolding, lead paint removable, etc. When it was questioned if the town's Capital Outlay Committee could fund the project, it was reported that if the CPC was supportive of the project, they would be also. But if the CPC didn't support the project, they would have to go back to look for funding. The town could not fund the whole project.
- The work costs were discussed. Historical preservation work is more expensive. Were these figures arbitrary? The contingency cost was high. Historically speaking, did the building have to be re-painted? Did it have to have a chemical striping? The report says it can't be stained because it had already been painted. Had the color choice been determined?
- The firm is highly respected. They came in on budget with other projects the library researched. The library offered to contact the company that did the same work in the Provincetown and Sandwich to get an estimate of the job. Both towns went forward on second projects, which show how pleased they were with the company. The library could also get a peer review of the estimate. That would verify if the estimate is appropriate on this historic preservation work. Mrs. Brown said the breakdown on the building was: \$400,000 for stripping and painting with \$270,000 for windows and trim, etc. The consultant's report is current now. If the town waits, it could be said the assessment is old and outdated.
- The columns were discussed. They are not for structural support. Contrary to the report's suggestion of using fiberglass, it was suggested restoration was preferred. The town engineer has looked at the columns. For safety sake they need repair; shoring up at least. The bottoms are in the worst state and will be repaired. The job would have to go through competitive bidding. A Falmouth wood smith was suggested for the columns' turning work.
- If the CPC didn't support the South Harwich Meeting House or the Brooks Academy, they wouldn't be there. The Brooks Free Library is a prominate town building. The library trustees have spoken about the submitting a town meeting override article.
- Town resident, Mr. Urbano stood in support of the proposal. His points were: the library is in the town's historical district. It is a historical project. The HDHC liaison Jeanne Stein has attended every meeting, helped pick the architectural firm to reviewed the work, reviewed the consultant's report. The HDHC has been involved with this concept and project.
- It was commented that the library did not meet with the Historic Commission; their support was not provided. It is unclear what would have come of the meeting with them but the CPC's process is to get appropriate support. Historically other applications have been presented for funding without (appropriate) support, but the CPC has tried to stress the importance of working together for that support.

A motion was made by Chair MacCready and seconded to support the library restoration project for \$630,000 with \$90,000 from HPR and \$540,000 from UDR.

VOTE: Yes 3; No 5. Motion failed, Project Not Supported

➤ Other possible warrant articles:

- 1) A motion was made by Cindi Maule and seconded to support the allocation of 10% of Reserve CPA Funds to HPR, CHR, and OSR respectively.  
VOTE: Yes 8; No 0. Motion passed unanimously.
- 2) A motion was made by Dan Tworek and seconded to fund Land Bank Debt Service as described.
  - Town administration suggested this article. Different from prior years where the debt service was part of the general fund budget, the townspeople will now see the funding article. In prior years CPC funds were transferred to the general fund. Now a transfer will be avoided and there will be more transparency.  
VOTE: Yes 8; No 0. Motion passed unanimously.
- 3) Chair MacCready suggested skipping the Admin Article this year, which is mostly used for real estate appraisals and applications. Over the last few years \$25,000 has been spent. The account has a balance of \$40,000. If committee feels the need, an article can be written for the Special Town Meeting.

**Old Business:**

➤ Discussion of the Community Preservation Plan:

- Consultant Jennifer Goldson declined a face-to-face meeting without a contract, instead preferring a phone or Skype conversation.

A motion was made by Walter Diggs and seconded to go ahead and hire her.

VOTE: Yes 2; No 6. Motion failed

A motion was made by Dan Tworek and seconded that the Chair contact the prospective consultant and invite members of committee as he sees fit to join a phone conversation.

- Dan Tworek and Jim Atkinson volunteered to join Chair MacCready on the conference call. It is unclear how responsive Goldson would be to the committee. Another idea would be to create a marketing plan to attract other firms, and creating a new RFP. No one has stepped up to create one. Bob Cafferelli sent out the original RFP. The RFP will become a part of the project. The committee wanted the CPP to be forward thinking, not historically focused, centering on what the current community priorities are, providing the guidelines for the future.

VOTE: Yes 8; No 0. Motion passed unanimously.

**Other:**

- Next CPC meeting is set for January 14, 2016 in Small Meeting Room, Town Hall. Chair MacCready will not be able to attend; he will be on vacation.

Adjournment 9:37 PM.