

**COMMUNITY PRESERVATION COMMITTEE MEETING:
MINUTES**

**Veterans Memorial Community Center, 2 Mayflower Street
January 12, 2015, 1:15 pm**

Members present: Kristin Hatch, Polly Burnell, Suzanne Harding, Judy Cicero, Susan Cook, and Brandon Quesnell

Excused: Barbara Prato

Other attendees: Community Housing Specialist Michelle Jarusiewicz, Michelle Crone DeMarco, Acting Town Manager David Gardner

Public Statements: none

Membership: There are several new members to the CPC, members introduced themselves and what committee they represented. The Housing Specialist indicated that she is available to meet one-on-one with any member to discuss CPA finances, history, etc. The CPC at-large position can now be a CPC appointment; Michelle Crone DeMarco applied.

Polly Burnell MOVE to accept Michelle Crone DeMarco's application for the at-large Community Preservation Committee position; Brandon Quesnell second; approved 6-0.

FY 2016 CPA Round: Members reviewed and discussed the CPA fund applications. The Housing Specialist/Grant Administrator began with describing that several applications for FY 2016 CPA funds were not eligible including: (1) St. Mary's foundation and repairs as work has already commenced and CPA funds do not go back in time; (2) the Housing Authority's request to replace the generator and heat/air project as housing rehabilitation is not eligible unless the housing was created with CPA funds; and (3) the UU Meeting House exterior ADA ramp as it is a rehabilitation/barrier removal project and not historic preservation. She also explained that it is not unusual for the scope, budget, & timeline for CPA applications to evolve following submission and through town meeting -- often as a direct result of CPC input but also as the individual activities take shape. Today's meeting was for general discussion; questions and comments that members have, and identifying which applicants they want to meet with at a future meeting for additional discussion. Typically there is 1 or 2 more review meetings and a public hearing in February. Members can make recommendations at that meeting or a subsequent meeting to move to the town meeting warrant.

David Gardner also pointed out that in addition to cash funding for projects, the CPA can borrow funds for various projects such as was done for the acquisition of the land at 90 Shank Painter, Town Hall, and other projects.

Hamilton & Gifford Cemeteries Stone Conservation, Cemetery Commission: \$60,000
Implementation of Preservation Plans: stone conservation: under discussion members were interested in more information about the budget, maintenance in the future, and a progress report on the current project. Member Burnell indicated that the Historic Commission was supportive but wanted to know if more money would be needed in the future.

School Building Auditorium Restoration \$15,000 – part of multi-year project, replacement of window & door curtains: members would like more information about the full concept; what kind of usage of the auditorium happens now and planned for the future? Are the curtains eligible on their own? The Town Manager indicated that the building is listed individually on the national register and the town hall curtains were about \$16,000. What about style of curtains – historic? Invite to the next meeting for discussion.

Mildred Greensfelder Playground Surfacing project: \$65,000 – resurface playground area from sand to rubber pour-in-place: Ms. Crone indicated that the Rec Commission had approached the Disability Commission [she is member] regarding accessibility and this surface would provide much greater accessibility. Discussion about what other sources of funding had been or could be sought including town's capital improvements budget or private fundraising. Susan Cook [former Rec Com member] indicated it would take years to raise that kind of money. Brandon Quesnell asked about the west-end playground? Would it be less expensive to do both? David Gardner indicated that there had been work on both but not sure of what remains. Michelle Crone indicated that it really was about safety for the kids. Any discussion of increased parking? With the new material, would there be runoff? If yes, how will that be dealt with? What natural resource is being protected? How much of the money is for resurfacing vs. equipment? Re-using any or all of old equipment? Invite in for further discussion.

Community Housing Office, Housing Specialist - \$113,677: funding of Housing Office including 35 hours per week for full-time Housing Specialist and 5 hours per week for CPA Administration along with pro-rated health benefits and some expenses: Kristin Hatch inquired why is the office still funded through CPA and not part of the Town's regular budget? David Gardner indicated that originally it was a 3 year commitment, and was further discussed at annual town meeting and continued through the CPA. Adding to the general budget now would create a deficit. Housing Specialist briefly described need to move for full-time with increased attention for development and new strategies along with the more day-to day functions including re-sales, refinancing, etc. The rate of pay is based on longevity.

Brandon Quesnell inquired with all the housing requests – what are the priorities? Housing Specialist said that it varies depending upon opportunities; at the moment, housing office to full-time and Winslow Farm acquisition. Fire House #2 is relatively small money and could result in 2 units quickly. The former Community Center is vacant and also real opportunity, awaiting MHP report and will evolve. The VMCC thinking outside the box could start in-house. David Gardner agreed – the community center will evolve, the fire station is small project, the VMC will probably be expensive and has a variety of issues such as controlled building.

Winslow Farm Acquisition, Housing Specialist: \$1,000,000 - funds for the acquisition of 44-48 Winslow Street for the development of community housing: David Gardner indicated that if Town does not purchase it, it is currently private property with development approvals and one building constructed. The Town has been negotiating for about 8 to 9 months. The property provides critical access for the development of the VFW site for housing which it abuts. The plan is about 1/3 of the VFW property for the police station and 2/3 for housing at the rear. The Winslow Farm would provide additional land and an alternative access road for the housing section. Fire department requires turn-around or pass through for vehicles on the site, the access road would allow for alternate egress. Had originally discussed with another property owner but that fell through. There are improvements in place on the Winslow Farm

property including a septic system. With regard to number of units, too soon to say but he transposed the footprint of 90 Shank Painter buildings to the VFW site and envisions low scale development on the Winslow Farm side, maybe 30 units. Kristin Hatch stated that the Town purchased the VFW site for \$900,000 with unknown use, now \$1.7 million for this – if only for an egress, why not buy a road?

Mr. Gardner responded that the VFW article was amended from the floor; this parcel is appraised at \$1.9 million for the land, the new house, and the new septic system. Ms. Cook inquired would the town demolish the house? Mr. Gardner said no, it is a gem of a house. This is an opportunity to maximize our initial investment with an additional investment. Ms. Burnell noted that the nearby intersection has had many accidents. He agreed that it needed to be addressed. Ms. Harding likes the proposal. There are no more large parcels of land; it is an opportunity to give us some numbers not just dribs and drabs. She lives in an affordable rental, she understands. Judy Cicero is in favor. Kristin Hatch needs to be convinced, too much money. Need to learn from the 90 Shank Painter development about density and management. Mr. Gardner prefers a variety of housing styles perhaps townhomes up front and a larger complex in the back; comfortable with 30 – 40 units. There will be a public process regarding how it will be developed. Mr. Quesnell indicated that the Planning Board fully supports. Ms. Cicero indicated that it made sense.

Fire Station #2, Housing Specialist: \$196,000 – funds for the design and construction conversion of the upper level to rental housing units: the Town had discussed possibility of converting the upstairs to housing years ago when creating the restrooms downstairs but did not proceed. Currently used for storage. This would create 2 small units. Proposal is for potential use by town employees. Ms. Harding objects to only for town employees. Many town employees make more money than she does. Town employees should be committed to the Town and want to live here. Mr. Quesnell said that as a business owner the town needs more resources for tourism such as a tourism office. Mr. Gardner pointed out that there is no elevator; the tourism office's current location has access and visibility.

Members agreed to continue discussion of proposals at the next meeting.

Documents:

Membership application Michelle Crone DeMarco

Next Meeting: Thursday, January 22, 2015 at 1:00 pm

Adjourned 3:40 pm.

Submitted by:

Michelle Jarusiewicz,

Community Housing Specialist & Grant Administrator