

COMMUNITY PRESERVATION COMMITTEE MEETING: MINUTES

Caucus Hall, Town Hall, 260 Commercial Street
January 13, 2020, 12:04 pm

Members present: Kristin Hatch, Keith Hunt, Polly Burnell, Robin Evans and Catherine Nagorski

Members excused: Brandon Quesnell and Dawn Walsh

Staff: Housing Specialist/Grant Administrator Michelle Jarusiewicz

Public Statements: none

DLS DOR Guidelines:

Michelle Jarusiewicz stated that on January 2, 2020 she received notice regarding the Dept. of Revenue's updated Guidelines that supersede all previous ones, for CPA [75 pages long]. She reviewed the sections on eligibility and identified several potential issues with current applications that will need resolution. She recommended proceeding on the merits of each application as we sort out the details regarding eligibility. She asked the CPC for approval to proceed with sending the question to Town Counsel to be paid from the CPA admin budget.

Some of the issues include:

- The Town must own any real property acquired with CPA funds [page 37]. It can delegate management to another entity such as HA; this changes things.
- Historic inventory is not eligible UNLESS the CPC deems it necessary to perform its duties [page 18] and then it must be paid from admin funds [recall that admin allocation can be up to 5% \$30,000 range]. This may also apply to the waterfront park study [but this is not clear].
- Anti-aid amendment has been clarified through several recent cases which limits any aid to institutions, charitable organizations, religious entities.... There is now a 3-factor test for determination [page 23 & others]; this may impact the PAAM request. At a minimum may require Town Counsel review

Polly Burnell MOVE to approve staff seek Town Counsel advice on CPA applications and to be funded from administration budget; Cathy Nagorski second; approved 5-0.

CPA Applications:

PAAM Restoration Request for \$60,000 discussion with Grace Ryder-O'Malley: the previous expansion project did not do any exterior restoration of the old building section. There was a tight budget. Historic recommends. Polly Burnell asked if it could be phased. Grace Ryder-O'Malley said maybe.

Historic Weir [request for \$1,500] & Walling [request for \$3,500] Maps with Julia Perry of Historic Commission: the Walling map has incredible detail including homes and businesses at the time. The weir map needs restoration as it is on blue print paper and is turning green.

The Historic Inventory update discussion with Marty Risteen and Building Commissioner Anne Howard - The survey was last done in 2003; it is dated and needs review. The CCC recommends review. There are climate change issues and it is a vulnerable area. Ms. Burnell asked if there were other resources? They applied to Mass Historic but there were a record number of applications and it was not funded. An outside entity would complete it and it could be phased. Marty Risteen indicated that over time the state and federal standards require higher standards and criteria. It is much more involved. Other considerations include safety and FEMA. Need for historic and conservation information. There is more data involved. Ms. Jarusiewicz described the eligibility issue per DOR and the option under the CPA admin budget. Ms. Nagorski asked if MHC indicated any reason for not funding? Marty said that there was limited money and that the Town needs to make a

commitment to the historic fabric and it can be a springboard from that. Ms. Hatch asked if \$60,000 was enough? Ms. Howard said that the 2015 number of \$35,000 - \$40,000 was adjusted for inflation and that it varies greatly. Ms. Jarusiewicz inquired about the \$12,000 for a Coordinator. It does not have to be there.

The request for funding [\$36,862] for the old section of the Alden Street Cemetery was discussed with members of the Cemetery Commission Michael Harpie and Chris Brooke. The request builds on past applications to address restoration of priority 3 & 4 stones. The 2016 numbers have been adjusted and additional stones are needing repairs. Last year, veterans cleaned the Civil War Memorial on Alden Street. It is important to keep up with the restoration work to prevent further deterioration. Ms. Hatch asked if there is other money? Mr. Harpie said there are donations and they sell booklets. They added \$10,000 to the last project from cemetery funds. What about adopt a plot? Mr. Harpie said that some people are interested in volunteering. Members discussed past allocations.

Recreation department requests include \$50,000 for the preliminary design work for the waterfront park at 387 Commercial Street and its eligibility or not TBD. Discussion with Recreation Director Brandon Motta and Conservation Agent Tim Famulare described the former Hall parking lot acquired by the Town in February 2019 and past state grant for acquisition for \$400,000. There is a working group of 5 boards looking at how to use the space. The request is about half of what is needed. The request for \$450,000 for the retrofit of the Chelsea Earnest BBall Court is to address the significant deterioration over past 25 years. The request is for about half of the budget and the Recreation Dept. gift fund would supplement the other half. They expect to begin in September and it will take about a month to do the work.

Ms. Hatch stated that she has called the CPA Coalition about the new rules and is in discussion with Stuart Saginor.

Ms. Jarusiewicz described the request for \$15,000 by the Community Development Partnership for two years of funding for the regional Housing Institute. The Institute provides training and education locally for local leaders and volunteers in the complicated issue of affordable housing. It has been well received.

Ms. Jarusiewicz described the request for \$25,404 by the Community Housing Office for ongoing support. It continues the 25% in CPA funds and 75% in Town funds split. Originally, the CPA supported 100% of the Housing Office and has evolved from 50/50 split to the now 25/75 split.

Kristin Hatch disclosed that she is the Executive Director of the Housing Authority [HA] and an employee; there is potential financial gain for the HA. She has filed her Disclosure of Appearance of Conflict of Interest with the Town Clerk and that she will recuse herself from all CPC housing discussions. Keith Hunt also disclosed that he is a member of the Housing Authority. Mr. Hunt described the Housing Authority's request for \$425,000 for the purchase of the abutting property at 46 Harry Kemp Way. They believe that it will support about 15 units. Land is very rare. The HA has been looking at the land for over a decade; it is available now. Another piece of land recently sold; this is the last piece. The Maushope property at 42/44 Harry Kemp Way has 1.7 acres. This property is about 1/3 acre bringing total to 2 acres. The CPA acquisition will require a deed restriction. There is currently a 7-10 year waitlist.

Public Hearing: scheduled for Monday, February 10, 2020 at 1:00 pm.

Annual Town Report: due 1/24/20. Members agreed that Chair Kristin Hatch will write it.

Adjourned 1:54 pm.

Submitted by:
Michelle Jarusiewicz,
Community Housing Specialist & Grant Administrator