

Community Preservation Committee
Caucus Hall, Town Hall, 260 Commercial Street
Meeting Minutes
February 9, 2022, 1:00 pm

Members present: Kristin Hatch, Daniel Hammond, Polly Burnell

Members remote: Brandon Quesnell, Lucy Siegel

Members excused: Catherine Nagorski

Members absent: Michele Crone, Alfred Famiglietti

Staff: Community Housing Specialist Michelle Jarusiewicz, Conservation Agent Tim Famulare [remote],

Recreation Director Brandon Motta [remote]

Other [remote]: Ann Robinson/Community Development Partnership, CHC Chair Paul Richardson & CHC Vice Chair Austin Miller

Agenda 1: PUBLIC HEARING FY 2023 CPA Grant Cycle:

Timeline: The CPC must vote following the public hearing today or by mid-February, their recommendations on submitted CPA applications to be presented to the Annual Town Meeting scheduled for 4/4/22. Any person or organization wishing to be heard will be given an opportunity at said hearing. **Votes may be taken on recommendations for town meeting.** **NOTE that the Conservation Commission request for B-street reconstruction has been increased by \$7,000 to \$45,000 due to increased materials costs.**

FY 2023 Community Preservation Act Grant Applications:

Requesting Entity	Project Description	Request
<i>Community Housing [2]:</i>		
Community Housing Council [CHC]	Transfer to Affordable Housing Trust Fund for community housing activities such as down payment & closing cost assistance, emergency housing assistance, training & education, development assistance	\$300,000
LC Community Development Partnership [CDP]	Lower Cape Housing Institute [2 years]: ongoing education efforts currently provided remotely such as Housing 101, Ch. 40B developments, zoning initiatives, how to conduct community engagement, peer-to-peer sessions, and more	\$15,000
<i>Community housing sub-total</i>		<i>\$315,000</i>
<i>Open Space/Recreation [2]:</i>		
Recreation Dept.	Resurface Motta Field Tennis Courts including pavement repairs, new striping to include pickleball courts.	\$95,000

Conservation Commission	B-Street Garden Reconstruction of 23 beds & fencing Phase 2: revised request <i>Note: the Conservation Cm. would like to return the balance of funds from the Stormwater Improvement Project, est. \$135,462</i>	\$38,000 \$45,000
	Open space/rec sub-total	\$140,000
CPA	CPA Administration including advertising, Coalition dues, education and more up to 5% of receipts	Up to \$98,000
	GRAND TOTAL	\$553,000

Available funds:

The CPC voted to set a flexible cap for ALL categories of \$450,000 in total grants. The estimated funds chart has been updated to reflect actual receipts. It also reflects the debt service that must be paid first.

Revised 11/22/21:

	OS/Rec	Historic	CH	Undesignated	totals
ending balance 6/30/21 JY	403,127	295,711	764,578	16,544	1,479,960
less past commitments	(241,015)	(195,712)	(249,517)		(686,244)
FY 21 ATM votes	(100,000)	-	(220,000)	(37,000)	(357,000)
debt service FY 22	(42,636)	(145,873)	(186,075)		(374,584)
	19,476	(45,874)	108,986	(20,456)	62,132
new funds	98,406	98,406	590,436	196,812	984,060
estimated avail balance	117,882	52,532	699,422	176,356	1,046,192
new funds at \$984,060	98,406 10%	98,406 10%	590,436 60%	196,812 20%	984,060 100%

Community Housing Specialist Michelle Jarusiewicz summarized the CPA Hearing process where each CPA request would be heard one at a time. After all requests are considered, the CPC may vote on recommendations either today or at some future meeting. Those recommendations are presented at the Annual Town Meeting on April 4, 2022.

Affordable Housing Trust Fund [AHTF] transfer request of \$300,000: Ms. Jarusiewicz presented the request for CPA funds to be added to the AHTF for a variety of affordable housing activities from development support to programs such as the Down Payment & Closing Cost assistance program previously funded directly through CPA. Last year the CPC and Town meeting approved a transfer of \$100,000 to the AHTF. It is a common process in many communities. The current balance in the AHTF is about \$775,000. None of the \$100,000 from last year has been spent to date. The CHC Chair, Paul Richardson stated that the CHC has made an overt commitment in supporting the development at the VFW site and the expansion at Maushope which will be considerable.

Lower Cape Housing Institute request for \$15,000 for 2 years: The Housing Institute has provided training and education to town board members and staff and housing advocates in the community. While basics are always covered, new topics are presented in response to current events. Ann Robinson of the CDP described an upcoming session on historic land use policy on Cape Cod. Brandon Quesnell asked if \$15,000 was enough? Ms. Robinson indicated that the \$15,000 was for the Institute and that there were other earmarked funds.

Recreation Resurface Motta Field Tennis Courts including pavement repairs, new striping to include pickleball courts request for \$95,000: *disclosure: Kristin Hatch and Brandon Quesnell are members of Recreation Commission.* The CPC received 37 letters of support for the request. Recreation Director Brandon Motta described the proposal and the very high demand for pickleball – we are victims of our own success. The Rec Commission is trying to be pro-active and realize that the Master Plan for Motta field is still few years out, they recommend the upgrades now as the courts are unsafe now and in need of repair. Ms. Hatch asked when last refinished? Mr. Motta indicated they are original from the 1980's. She asked why \$95,000 instead of \$115,000? Mr. Motta stated they would use gift funds for the balances; but could increase to \$115,000. Ms. Jarusiewicz reminded the committee of the balances in each CPA bucket.

B-Street Garden Reconstruction of 23 beds & fencing Phase 2: revised request \$45,000: *Note: the Conservation Cm. would like to return the balance of funds from the Stormwater Improvement Project, est. \$135,462*

Conservation Agent Tim Famulare presented letter of support from Jim McGuire and discussed cost increases. Phase 1 funds were about \$30,000, the contractor bid \$43,000. Since then, inflation, labor, and supply shortages have driven costs up by about 50%. Ms. Jarusiewicz noted the return of funds to the open space/rec bucket. Ms. Hatch stated that CPA funds were seed money and asked what public good is there besides for the “farmers?” Mr. Famulare said that it changes yearly; about 10-15 turnovers each year. The energy and commitment are palpable. There is a great advisory group. There are connections and donations with SKIP and the Library Crop Swap. The members' dues go into a revolving fund, about \$2500/year which mostly covers the water bill, mulch, loam. There are 66 ground and 5 standing beds. There is a waitlist of about 25; it is not a private club. It is an asset to the Town.

CPA Administration including advertising, Coalition dues, education and more up to 5% of receipts \$98,000: these funds cover advertising, CPA Coalition dues, and any other CPA expenses.

2:02 pm close Public Hearing

Ms. Jarusiewicz highlighted upcoming outreach by TCB regarding the housing development at the VFW site on 2/28 and 3/2/22.

MOTIONS:

Brandon Quesnell MOVE to recommend \$115,000 to resurface the Motta field tennis courts; Lucy Siegel second; approved 5-0 by roll call:

Kristin Hatch:	yes	Brandon Quesnell:	yes
Daniel Hammond:	yes	Polly Burnell:	yes
Lucy Siegel:	yes		

Daniel Hammond MOVE to recommend \$300,000 to be transferred to the Affordable Housing Trust Fund; second Polly Burnell; approved by roll call 4-0-1

Kristin Hatch:	abstain	Brandon Quesnell:	yes
Daniel Hammond:	yes	Polly Burnell:	yes
Lucy Siegel:	yes		

Brandon Quesnell MOVE to recommend \$15,000 for the Lower Cape Housing Institute; Lucy Siegel second; approved 5-0 by roll call:

Kristin Hatch:	yes	Brandon Quesnell:	yes
Daniel Hammond:	yes	Polly Burnell:	yes
Lucy Siegel:	yes		

Lucy Siegel MOVE to recommend \$45,000 for Phase 2 of the reconstruction of the B-Street Garden beds; Brandon Quesnell second; approved 5-0 by roll call:

Kristin Hatch:	yes	Brandon Quesnell:	yes
Daniel Hammond:	yes	Polly Burnell:	yes
Lucy Siegel:	yes		

Polly Burnell MOVE to recommend \$45,000 for CPA administration; Daniel Hammond second; approved 5-0 by roll call:

Kristin Hatch:	yes	Brandon Quesnell:	yes
Daniel Hammond:	yes	Polly Burnell:	yes
Lucy Siegel:	yes		

Agenda 2: Public Statements: none

Agenda 3: Minutes: Polly Burnell MOVE to approve minutes for 1/5/22 & 1/7/19; Kristin Hatch second; approved 5-0 by roll call:

Kristin Hatch: **yes** **Brandon Quesnell:** **yes**
Daniel Hammond: **yes** **Polly Burnell:** **yes**
Lucy Siegel: **yes**

Agenda 4: Invoice CPA Coalition dues \$2,875: Kristin Hatch MOVE to approve \$2,875 for CPA Coalition dues; Lucy Siegel second; approved 5-0 by roll call:

Kristin Hatch: **yes** **Brandon Quesnell:** **yes**
Daniel Hammond: **yes** **Polly Burnell:** **yes**
Lucy Siegel: **yes**

Agenda 5: Meetings & Events:

Next CPC meeting March 16th 1 pm

Members inquired about status of historic district update and possibility of future projects to scan documents, record activities. Ms. Hatch stated that she would pursue.

Annual Town Meeting 4/4/22

Lucy Siegel MOVE to adjourn a 2:15 pm, Brandon Quesnel second. Approved 5-0

Kristin Hatch: **yes** **Brandon Quesnell:** **yes**
Daniel Hammond: **yes** **Polly Burnell:** **yes**
Lucy Siegel: **yes**

Minutes prepared by Housing Specialist Michelle Jarusiewicz