

Community Preservation Committee Minutes

ANNUAL CPC MEETING

October 2, 2023

6:30PM Scituate Public Library

Attendees: Skylar Chick, Jack Whittaker, Penny Scott Pipes, Jill Caffrey, Suzanne Brennan, Meg Stillman (Absent; Dan Fennelly, Ann Burbine, Mike Conner, Karen Connley)

6:30 PM Meeting called to order Skyler Chick served as chair in Dan Fennelly's absence

Acceptance of Agenda- Motion by Mr. Whittaker to accept the agenda for October 2, 2023 meeting. Second by Ms. Scott Pipes (6/0 in favor)

Acceptance of Minutes- Motion by Ms. Scott Pipes to accept the August 21, 2023 minutes. Second by Mr. Whittaker (6/0 in favor)

Discussions-

Community Preservation Committee Vice Chair, Mr. Chick reviewed the history of CPC. Discussed application process, guidelines, funding process, eligible CPC funds, CPC spending rules, current revenues, past and present CPC projects. To view this informative presentation please click the hyperlink below:

<https://www.scituatema.gov/community-preservation-committee>

Updates on Open Projects-

2016- LITTLE RED SCHOOLHOUSE ARCHIVES \$4084.00. We would like to keep this total amount to purchase additional shelving for the Archive Room. The last couple of bills submitted to complete the electrical work were not as high as anticipated resulting in this remaining balance. This money will be spent on additional shelving to house artifacts in the Archive room, which we believe can be completed in the next 6 months. Mary G. Porter, Archivist, Scituate Historical Society

2016- CONSERVATION RESTRICTIONS \$93,991.50

2018- SUNSET ROAD ACQUISITION \$578,402.50 Correspondence from seller's Counsel Mr. McNulty. Once the Ancillary Probates are cleared, I believe the land court can move forward with their cases and we can move to close. Below is the last substantive update I had provided to you from February 2023 to refresh your memory. Peter McNulty, Esquire from February 2023... 2/6 parcels have clean title. Lot 6 was potentially problematic as the owner apparently indicated he no longer wanted to sell, but is back on board with counsel's plan. The Lot 6 owner is also the fiduciary for at least two of the other parcels that are equitably held by estates. Two Petitions for certificates after Death have been filed at the Land Court as these are Registered Land. 21SBQ2864201-001 and 21SBQ2864201-002 were filed on January 25, 2021 and remain open. There has been little movement on those cases as heirs to those estates have

passed. Seller Counsel is gathering remaining Assents from heirs that are alive and filing two ancillary probates with the help of local counsel to convey the deceased heirs' interests to Scituate. This work affects lots 9,10, and 11. Unfortunately, the foreclosing mortgagee foreclosed and took title of Lot 8, but then passed. His estate is almost settled, however. Long story short, seller counsel has been working with the Land Court to abandon the two existing petitions and issue a new certificate of Title with an approved Deed sometime later this year once the aforementioned probate work is cleaned up. My best guess is that this conveyance is a late summer/early Fall close, but I was pleased to receive a substantive update from seller counsel. Submitted by Peter T. McNulty, Esquire

2019- STOCKBRIDGE GRAIN CHEST \$5,557.77 (RESCIND FUNDS) Stockbridge Grain Chest & Archives: \$5557.77. This total amount can be rescinded. We were able to find more cost-effective vendors and solutions resulting in this money remaining unspent. Mary G. Porter, Archivist, Scituate Historical Society

2020- MORDECAI LINCOLN \$15,000.00 Will keep open for historic/conservation restrictions.

2021- ARCHIVES DIGITIZATION \$2,841.23 (RESCIND FUNDS) This project is complete and the funds can be released. Jody McDonough, Town Archivist

2021- THOREAU'S WAYE \$5,413.13 (RESCIND FUNDS) Project is complete. Event held this past weekend.

2021- BAILEY ELLIS DRAINAGE \$1,150.00 A final report on this Project was submitted on September 20, 2022. However, during the heavy rains in the Spring of 2023, an issue arose with the perimeter drainage outflow pipe which clogged and backed up water into the basement. Jeff Morse, the engineer who installed the system, had to return to make improvements on the outflow pipe part of that Project. He will be billing us for it, but we have yet to acquire the bill from him. We would like to hold over the remaining funds of \$1,500.00 in order to pay Morse Engineering's bill when he submits it to us. If we do not see a bill from him by this time next year, however, we will seek to rescind the remaining \$1,500 to the Town.

2021- APPLETON FIELD COMMUNITY GARDEN \$18,762.14 The fence surrounding the community garden at Appleton Field was installed. In addition, the community garden rules passed a second review from town counsel and are approved for future use. A plan was also developed to allow a commercial farmer to use a separate portion of the field (no CPC funded items are part of commercial farming) in exchange for the ongoing care and upkeep of the field and community garden area. This, too, passed a second review from town counsel. The pieces are now in place for Appleton Field to be used and maintained as planned. Unfortunately, interest from the initial plot holders dissipated during the multi-year hold while plans were reviewed. The project needs new volunteer leadership to move it forward and to recruit and manage plot holders. While we seek new volunteer, leaders interested in advancing the project, the remaining pieces of the project (installing raised beds and ADA compliant access) have been paused. Installation of a water source is an important next step in the project. We hope to complete the project in the year ahead.

2021- TEAK SHERMAN COMMUNITY GARDEN \$6,110.71 Sustainable Scituate and the gardeners/volunteers at Teak Sherman Community Garden (TSCG) are very grateful to have received funding from the CPC for a permanent fence and related work at TSCG.

The work is mostly complete:

- In the fall of 2021, TSCG members removed the badly damaged existing fence.
- In the early spring of 2022, Andrew Spalt/Total Tree Care removed approximately 25 trees from the perimeter of the garden.
- In the spring of 2022, TSCG volunteers and students of Juvy Hartweg's Environmental Club and Environmental Studies class cleaned up the mess left by the tree removal and removed remaining materials from the original fence.
- In the spring of 2022, Armstrong Fence installed a black chain-link fence with gates at south and north ends of the garden.
- In the summer of 2022, Steve Leitch/Northern Oak Landscaping created an accessible parking spot and turn-around space at the garden, off of First Parish Road.
- In the summer of 2022, the town repaired the yard hydrant.
- In the spring of 2023, a handicapped parking sign was installed.
- In the summer of 2023, TSCG volunteers installed the cloth at the bottom of the new chain link fence to keep rabbits out of the garden.
- Fall 2023: Receipts for a yard hydrant part have been recently submitted.
- Fall 2023: Receipts for wire hardware cloth and zip ties have been recently submitted.
- Fall 2023 or Spring 2023: We still hope to rebuild the bridge over the brook this fall or next spring with remaining funds.

2022- TOWN ARCHIVES DIGITAL \$1,200.00 (RESCIND FUNDS) WPA Document Preservation. This project is complete and the funds can be released. Jody McDonough, Town Archivist

2022- SMALL DOG PARK PHASE 2 \$18,055.75 Friends of Scituate Dog Park (FOSDP)
Contact persons: Lisa Huffman, President; Jay Mohr, Board Member

1. Phase I (aka "Large Dog Park") was formally closed out following the "As Built" report provided by Horsley Witten Group, Inc (HWG) on June 10, 2022.
2. During the September 2022 informal update to the CPC, the FOSDP projected that the project would be awarded, commenced and completed in time for opening during this summer (2023).
3. FOSDP donated \$14,630 on January 24, 2023 to the Town of Scituate; subsequently, HWG was retained by Town Management to prepare a bid package for distribution to contractors. Numerous conversations took place between Town Management, HWG and FOSDP Board members in Q1 23 to outline project priorities and materials. Despite multiple outreaches by

FOSDP Board member to Town Management, as of this reporting date, HWG (and Town Management) has yet to deliver a project bid package that can be issued to contractors.

4. In the meantime, we have been disappointed that drainage deficiencies reported by HWG have yet to be satisfactorily resolved by the Town; this was evident most recently following Hurricane Lee when much of the existing Phase I gravel walkway was washed out. The FOSDP continues to receive donations through fundraising events (Halloween gala, sale of honorary bricks and apparel, etc.) as well as individual contributions (e.g., new QR code/Venmo donations implemented at the park) from community supporters and philanthropists. The FOSDP Board and other community volunteers participate in semi-annual clean-up days, which have been important to the park's maintenance. We rely on Scituate Town Management to be the facilitator with the engineering firm, the Stanton Foundation and ultimately, the selected contractor. The Board is working with a sense of urgency, and it is important that all stakeholders take the same approach so that we can complete this important addition to Scituate's recreational amenities.

2022- 90' BASEBALL FIELD CONSTRUCTION \$150,000.00 Construction is almost complete.

2022- CUSHING TRAIL \$150,000.00 As part of our project, Morse Engineering agreed to donate their time surveying the existing Cushing Trail. As far as I'm aware, that work was completed in Sept 2022 (within 1-2 weeks of the grant being approved at town meeting) and the resulting survey was handed over to DPW shortly thereafter. Since then, as far as I'm aware, nothing has moved forward. I have called, emailed and visited DPW in person at their office in town hall. On three occasions over the last several months, I have spoken with them in person and left my email/phone number/business card for them to reach back out with a progress update and I've yet to hear anything in return. I even offered to help them move the project along but apparently what's left to do rests with them. But as of this writing, they seem to be either unable or unwilling to do so. When this passed last fall, my hope was that the work on this trail could be completed this past summer when school was out. However, that ship has sailed. I honestly am not sure where to go from here as DPW won't respond to me and it's now been over a year of inaction on their part.

2022- BAILEY ELLIS DOOR WINDOWS AND TOWER \$65,546.00 The Door portion of this Project is 100% complete. The doors have been restored by Greg Owen, of Shaker Painting, and his associates, and the doors have been reinstalled on the house with period- specific reproduction glass windows completed by an artisan Greg Owen found through Shards Glass Studio. Before and after photos were submitted to CPC.

The Windows portion of this Project is 90% complete, except for the installation of the storm windows. Jon Detwiler of Buttonwood Restoration will be applying storms to all of the windows as soon as the storms are completed. However, he will delay installation of storms on the Tower windows until the restoration of the exterior of the Tower portion of this Project is complete. Budget spreadsheet and photos submitted.

The Tower restoration portion of this Project has not yet begun due to issues with funding the increased scaffolding costs, which are essential to the execution of this Project. We are still awaiting updated cost estimates from the scaffolding company. We discovered that there is only one scaffolding company on the South Shore which will impact our timeline as well as projected costs.

2017- PARKING AREAS \$29,928.12 Ms. Scott Pipes provided an update on Parking Areas, Damon Access and Crosby & Bates combined. Find information with Crosby & Bates.

2022- DAMON ACCESS \$4,158.92 Ms. Scott Pipes provided an update on Parking Areas, Damon Access and Crosby & Bates combined. Find information with Crosby & Bates.

2022- CROSBY & BATES \$89,995.60 Ms. Scott Pipes provided information on Parking Areas, Damon Access and Crosby & Bates. All three (3) projects provided funding for the creation of gravel parking areas, vehicular access, trailhead signage, and picnic tables. Ms. Scott Pipes reports these projects are now complete. When the projects originally went out to bid for construction, the bids came in well over budget. After additional funding was approved, the town put the work out to bid again and it came in under budget. There was construction efficiency with one contractor doing the work at the different sites, and the remaining budgets can be rescinded.

2021- MBTA BERM \$77,660.00 Ms. Scott Pipes provided an update on this project which is the design, engineering, and permitting of an accessible pathway with pedestrian bridges across the MBTA berm connecting the old railroad bed off the Drift-Way to the public marsh-front pathways at the Riverway and James Landing developments. No work has occurred yet, but Ms. Scott Pipes says she will begin working with the engineering department to create the RFP for engineering work.

2022- HISTORIC PRESERVATION PLAN \$60,000.00 Mr. Whittaker provided a brief update on this project and noted that the Historic Commission has just begun this work. This project will be a comprehensive plan that outlines ways the historic architectural heritage of the town can be preserved and management strategies for the town's historic properties.

Updates not provided by applicants for the following projects. These projects may be subject to rescission with applicant confirmation:

2015- Tercentenary Markers Restoration \$1,204.01

2017- Mapping Trails & Signage \$14.22

2017- Creation \$571.08

2019- North Scituate Train Canopy \$200.00

2020- Historic Fire Truck \$44,211.40

2020- Closing Costs Mordecai Lincoln \$51.57

2021- Land Acquisition \$5,214.09

2021- Cedar Point Benches \$2,300.50

2021- Trail Parking \$11,816.44

2022- Feasibility Study \$1,235.00

2022- MOBI MATS \$52.38

Discussions/Vote-

Community Preservation Coalition Dues- \$4,350 annual fee for Scituate CPC be Coalition members, Ms. Scott Pipes motions to approve the annual fee be approved. Mr. Whittaker 2nd the motion (6/0 in favor)

Old Business/ New Business- brief conversation discussion about Scituate Housing being underfunded.

Adjournment- The meeting was adjourned at 8:00PM by unanimous vote (6/0 in favor)

Submitted by Andrea Gillis

Documents submitted- Project Reports