

CPC Meeting Minutes
Monday, December 13, 2021
- Virtual Meeting -

ATTENDEES: Suzanne Brennan, Ann Burbine, Jill Caffrey, Skyler Chick, Dan Fennelly, Penny Scott Pipes, Doug Smith, Meg Stillman (*absent: Mike Connor*)

Additional Attendees: Jody McDonough, Jaime Gilmore, Robert Chessia, Gigi Mirachi, Jeff Martell (phone in) and other interested

Meeting was opened at 7:00 pm

Acceptance of Agenda – Mr. Fennelly made a motion to accept the agenda for December 13, 2021; Seconded by Ms. Burbine; unanimous vote (8/0 in favor).

Roll Call Vote: Suzanne Brennan, Ann Burbine - yes, Jill Caffrey - yes, Skyler Chick - yes, Dan Fennelly - yes, Penny Scott Pipes - yes, Doug Smith - yes, Meg Stillman - yes

Acceptance of Minutes – Mr. Fennelly made a motion to accept the minutes as presented for November 8, 2021; Seconded by Ms. Burbine; unanimous vote (8/0 in favor).

Roll Call Vote: Suzanne Brennan, Ann Burbine - yes, Jill Caffrey - yes, Skyler Chick - yes, Dan Fennelly - yes, Penny Scott Pipes - yes, Doug Smith - yes, Meg Stillman - yes

DISCUSSIONS:

Discussion/Vote – Revised Application: Town Archives (\$1,200) – Jody McDonough, Town Archivist – *Application to digitize and preserve 16 binders of historical data; funding request includes 20% contingency.*

Ms. McDonough said she has reduced the amount of funding because they are still working on an estimate to digitize recordings. The revised application is to digitize and preserve 16 binders (14,000 pages) of historical data that was transcribed and indexed in the 1930's as part of the WPA project. Ms. McDonough said it should take about two weeks to complete.

Mr. Fennelly noted that the quote was good for 30 days after October 13th and asked Ms. McDonough to verify that they have not had a price increase. She confirmed that she added 20% contingency to the request but agreed to verify the amount and ensure it is good until July 1, 2022.

The vote was tabled until January.

There was an additional discussion about a new CPA ruling regarding digitizing records and that storage and preservation must be included in that process.

Discussion/Vote –Application: High School Tennis Courts Feasibility Study (\$13,560) – Jaime Gilmore – *Application for feasibility study for potential upgrades and expansion of the tennis courts located at the High School; funding request includes 10% contingency.*

Mr. Gilmore gave an update on the condition of the courts and noted that the rules today require five courts. He has met with Mark Novak, who will do the feasibility study. This is considered phase 1 of the project; phase 2 will be for design and phase 3 for construction.

Mr. Fennelly asked him to confirm the original funding request, which is from August.

Ms. Burbine confirmed that the High School tennis team plays at Gates and asked if the School Department should be involved in the project.

There was an additional discussion about the School Department's view that, since the fields and courts are on Town property, they are not the School Department's responsibility. The Board generally agreed that it was the Recreation Department that supports and/or manages the project and the DPW handles maintenance. They also opined that the School Department should be the sponsor of the field or court projects.

Mr. Smith said that, while he appreciated Mr. Gilmore's willingness to bring this application to the Board, he believes that the Town should be a sponsor of the project.

The Board suggested that Mr. Gilmore ask the Recreation Department to serve as a co-sponsor of the application.

Mr. Chick asked what the demand would be for the courts and Mr. Gilmore replied that it would be a very high demand.

Discussion/Vote -Application: Scituate Lighthouse Restoration (\$800,000) – Robert Chessia, Gigi Mirachi, Historical Society – *Application to restore the Scituate Lighthouse*

Mr. Chessia said that the Lighthouse now has some serious corrosion, in addition to the other restoration needs. The work needs to be done based on certain codes and regulations and the scope of the work requires an outside contractor. Since the Town owns the Lighthouse, they are coming to CPC for funding. They are also looking at grants that are available. They have had a couple of contractors look at the Lighthouse and this estimate is based on their feedback.

Ms. Stillman asked about grants for national historic sites. Ms. Mirachi is researching National Park Service grants, as well as Massachusetts preservation grants. There also may be something in the coastal protection category.

Ms. Burbine would like to see a laundry list of everything that needs to be done to restore the Lighthouse and thinks the cost may be closer to \$1M+.

Mr. Chick said that this needs to be a public bid, but that you can be very specific about contractor qualifications. He suggested that, in addition to structural engineers, they need to talk to Historic Preservation Architects. He also cautioned that, since we get State matching funds, there may be some review requirements with the Mass Historical Commission. Ms. Mirachi will reach out to Stuart Saginor at the Coalition. Mr. Chick suggested that the story of the Army of Two has national implications and could be a compelling narrative for applying for larger grants.

Mr. Fennelly asked for a budgetary quote that they can present to Town Meeting and include a structural engineer or an appropriate specialist to manage the project. He also agreed that this may be closer to \$1M+.

He confirmed that it has been 50 years since any major restoration work has been done.

The Board also suggested that the applicants have a visual display on easels at Town Meeting in April.

Update: Sunset Road Land Purchase - Mr. Fennelly said the Town has not heard back from the lawyers. He met with Jim Boudreau and Karen Connolly to discuss next steps. There are two options: He may want more money and the appraisal that CPC did will dictate how much more the Board can do. If he wants to pull out of the agreement altogether, they may need to do a new appraisal without his parcel.

Update: Mordecai Lincoln – Mr. Fennelly said that the family has come back and asked for \$1.3M from the Town. They said that they will provide a Purchase & Sale agreement after it is approved at Town meeting.

Mr. Smith said that, when they originally set the price at \$900,000, he considered that as is. Now that they have changed their mind, he would like to do an inspection of the house, the buildings and the Mill to determine how much work they need and what they are getting into.

Ms. Burbine said the Board cannot wait until after Town meeting for something in writing; they need something in writing, i.e., a contingent P&S, to bring to Town meeting.

Mr. Chick said that he would like an explanation in writing from the family about the change in funding prior to Town meeting in case the Board is asked to explain the additional request.

The Board agreed that they will need a new application for the \$400,000 to go back to Town Meeting for more funding.

The Board will discuss this further during an executive session at the January meeting.

Discussion/Vote – Projects Remainders to be rescinded

Yr	Project	Rescind
2014	Preservation of Bailey Ellis	1,251.94
2017	Preservation Documents & Photo	1,139.80
2017	Roach Baseball Field Parking	15,738.30
2018	Historical Survey & Planning-CANCELLED	10,000.00
2018	WWI Plaque Restoration	5,000.00
2021	EMERGENCY RENT-See rescind letter from Oct 21	100,000.00
		133,130.04

VOTE: A MOTION was made by Ms. Burbine to approve the rescission of \$133,130.04; Seconded by Ms. Brennan; (8/0 in favor).

Roll Call Vote: Suzanne Brennan, Ann Burbine - yes, Jill Caffrey - yes, Skyler Chick - yes, Dan Fennelly - yes, Penny Scott Pipes - yes, Doug Smith - yes, Meg Stillman - yes

Adjournment - The meeting was adjourned at 8:30 p.m. by unanimous vote (8/0 in favor).

Roll Call Vote: Suzanne Brennan, Ann Burbine - yes, Jill Caffrey - yes, Skyler Chick - yes, Dan Fennelly - yes, Penny Scott Pipes - yes, Doug Smith - yes, Meg Stillman - yes

Submitted by - Mary Sprague

Documents submitted

- Revised Archives Application*
- Tennis Courts Feasibility Study Application*
- Lighthouse Restoration Application*