CPC Meeting Minutes

Monday, January 10, 2022

- 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: Jaime Gilmore, Jay Mohr, Lisa Huffman and other interested parties

**EXECUTIVE SESSION**:

To discuss changes to the Mordecai Lincoln Road property acquisition agreement.

**The Chair declares that the Community Preservation Board go into executive session at 7:00 p.m. pursuant to purpose 3 of the Open Meeting Law to discuss changes to the Mordecai Lincoln Road property purchase and sale agreement. The Board will reconvene in open session.**

Motion by Mr. Fennelly; second by Ms. Burbine; all in favor (8/0)

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

**The Board reconvened in open session at 7:30 pm; motion by Ms. Burbine; second by Ms. Brennan; unanimous vote (8/0)**

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

Acceptance of Agenda – Motion by Mr. Fennelly to accept the agenda for January 10, 2022; Second by Ms. Burbine; unanimous vote (8/0 in favor).

*Roll Call Vote: Suzanne Brennan - yes, 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 – Motion by Mr. Fennelly to accept the minutes as presented for September 27, October 4 and December 13, 2021; Second by Ms. Burbine; unanimous vote (8/0 in favor).

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

**DISCUSSIONS:**

**Discussion – 0 Hollett Street Land Purchase** – Mr. Fennelly explained that they are waiting for the appraisal to be done. There was no additional discussion.

**Discussion/Vote – Application: Town Archives ($1,200)** – There was no discussion.

**VOTE**: Motion by Ms. Burbine to approve $1,200 in funding for the Town Archives project; second by Ms. Caffrey; unanimous vote (8/0)

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

**Discussion/Vote – Cole Parkway Bandstand** – No updates were available; discussion tabled until February meeting.

**Discussion/Vote –Application: High School Tennis Courts Feasibility Study ($13,560)** – Jaime Gilmore – *Application for $12,325 for a feasibility study for potential upgrades and expansion of the tennis courts located at the High School; funding request includes an additional amount of $1,235 for 10% contingency, for a total cost of $13,560.*

Mr. Gilmore confirmed that the pricing for the feasibility phase is still valid. He has commitments from two individuals to co-sponsor the application. The Recreation Department cannot sponsor or assist with the project at this time.

Mr. Smith said that he appreciates Mr. Gilmore’s efforts. He added that someone from the Town will eventually have to support the project because it is on Town property.

**VOTE**: Motion by Ms. Burbine to approve $13,560 in funding for the High School Tennis Courts Feasibility Study; second by Mr. Smith; unanimous vote (8/0)

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

**Discussion/Vote – 90 Foot Baseball Field Phase 2** – Mr. Fennelly said that this application is pending. They cannot move forward until they get the design and engineering study done. The study will include two sites. Mr. Fennelly added that it may be difficult to get the Phase 2 project ready for the April Town meeting.

**Vote/Discussion – Small Dog Park Phase 2 Application ($29,927) –** Jay Mohr & Lisa Huffman, Friends of Scituate Dog Park (FOSDP) – *Application for $29,927 to complete a Small Dog Park adjacent to the current park; additional funding will come from the Stanton Foundation ($27,000) and from FOSDP ($5,000); for a total funding amount of $61,760.*

**Vote to accept late application**: Motion by Mr. Fennelly to accept a late application from the Friends of Scituate Dog Park; second by Mr. Smith; Unanimous (8/0)

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

Discussion: Mr. Mohr said that, due to the enormous success of the original “large” dog park, the FOSDP board decided to move forward with the small park, which was part of the original plan.

Mr. Mohr told the board that adding prevailing wage increased the original estimate of $40,980 by 50 percent and is now estimated at $61,760. They are in the process of getting competitive bids due to the increase.

Mr. Mohr said that they have a $40,000 balance sheet in their account and will use $5,000 to fund a portion of the project. He also noted that they have $37,000 left from the original Stanton Foundation Grant of $225,000. An application will be submitted to the Foundation to receive funds for the park.

In response to Mr. Smith’s fundraising inquiry, Ms. Huffman said that when the park opened in September 2019 they had great expectations for fundraising. But, due to COVID, fundraising was put on hold for 14 months. Last year, they held a joint event with the animal shelter and raised about $2,000; they had a clean-up day where people made donations and their ongoing brick fundraiser raised $2,500 during the holidays. They have also sold sponsorships for benches.

Ms. Burbine said the Planning Dept needs the as-built report for the large park before they can proceed with the small park.

There was a discussion about parking. Ms. Huffman said the current parking lot was built from the design that included both parks. They may have to revisit parking after the small park is done.

Mr. Chick asked about the timing for the project. Mr. Mohr said he thought it would be a two-month project once contractors were available. Mr. Chick said that, if approved, the funding will not be available until July 1st which is six months out. He suggested asking for a larger request to anticipate possible escalation of pricing.

Mr. Fennelly agreed that they should add a contingency fee due to potential increases. He also noted that they need an updated application with the revised funding request.

**New/Old Business**

- Mr. Fennelly noted that the Coalition is doing a bonding seminar.

- Mr. Fennelly reviewed the updated CPC balance sheet and estimated receipts. Report attached below.

**Adjournment** - The meeting was adjourned at 8:15 p.m. by unanimous vote (8/0 in favor).

*Roll Call Vote: Suzanne Brennan - yes, 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*

*- Dog Park Application*

*- Financial Report*

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