

CPC Meeting Minutes
Monday, February 7, 2022
- Virtual Meeting -

ATTENDEES: Suzanne Brennan, Ann Burbine, Jill Caffrey, Skyler Chick, Mike Connor, Dan Fennelly, Penny Scott Pipes, Doug Smith, Meg Stillman (*Jill Caffrey left the meeting at 8pm*)

Additional Attendees: Lisa Huffman, Kevin Kelly, Robert Chessia, Gigi Mirarchi, and other interested parties

Acceptance of Agenda – Motion by Mr. Fennelly to accept the agenda for January 10, 2022; Second by Ms. Burbine; unanimous vote (9/0 in favor).

Roll Call Vote: Suzanne Brennan - yes, Ann Burbine - yes, Jill Caffrey - yes, Skyler Chick - yes, Mike Connor - 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 January 10, 2022; Second by Ms. Burbine; unanimous vote (9/0 in favor).

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

DISCUSSIONS:

Update/Discussion/Vote – Sunset Road Land Acquisition – The Board needs to do another appraisal; discussion was tabled

Discussion/Vote – Scituate Dog Park Phase II (Small Dog park) - Lisa Huffman, Friends of Scituate Dog Park (FOSDP)

FOSDP have an estimate for \$62,000, with a \$29,833 funding request from CPC. Ms. Huffman said they have submitted the revised application with the prevailing wages added. She said they are waiting to hear back from Sean McCarthy, Town Engineer, on next steps regarding the As Built survey and the Conservation Order of Conditions, noting that he originally submitted those documents. They also have contacted Morse Engineering to do the As Built survey and noted that FOSDP will pay for the survey.

Ms. Burbine and Ms. Scott Pipes advised Ms. Huffman to call the Conservation Commission to extend the Order of Conditions. Ms. Burbine also suggested contacting Horsley Whitten for a letter indicating that storm water is working as designed.

VOTE: A MOTION was made by Ms. Scott Pipes to approve \$29,833 in funding for the Small Dog Park; second by Mr. Connor; unanimous vote (9/0 in favor).

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

Discussion/Vote – Mordecai Lincoln Property Acquisition - Mr. Fennelly gave an update on the inspection which should be finalized in a couple of days. The Board will need to have a special meeting in February to vote on the additional funding request. The vote was tabled.

Discussion/Vote – Hollett St Land Acquisition - Mr. Fennelly noted that the official appraisal report has not come back yet, but the appraiser said that it will be \$37,500, which the applicant agreed to. The property will be used for recreation and it will have a restriction on it.

VOTE: A MOTION was made by Ms. Burbine to approve \$37,500 to purchase 0 Hollett Street; second by Ms. Scott Pipes; unanimous vote (9/0 in favor).

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

Discussion/Vote – Cole Parkway Bandstand – Kevin Kelly, Director of Facilities

Mr. Kelly said that a construction engineer has looked at the site and they recommend new construction due to the current condition and safety and other issues. They have put out an RFP for a new gazebo. He discussed a variety of designs that are available and offered a ball park figure of \$200,000. Mr. Kelly noted that the gazebo was built 71 years ago.

Ms. Scott Pipes noted that the Conservation Commission does not think plastic should be near the water; it should be made of wood. She wasn't sure about composite materials and suggested that Mr. Kelly speak to the Conservation Agent.

Ms. Burbine said they will need to consider parking and should plan to come to the Planning Board's design review committee. The Board agreed that the gazebo needs to be replaced and supported doing the design and engineering phase first.

Mr. Kelly confirmed that the funds previously awarded should be sufficient for the RFP's and the design and engineering phase. The application was withdrawn and the construction phase application will be submitted for consideration at the fall Special Town Meeting.

Discussion/Vote – 90 Foot Baseball Field Construction Phase Application – Mr. Fennelly said that this application will be withdrawn until the first phase for design is completed. There was no vote.

Discussion/Vote – Scituate Lighthouse Restoration - Robert Chessia, Gigi Mirarchi, Jeff Martell, Historical Society

Mr. Chessia said that they have received two estimates so far. They also have received several letters of support. Ms. Mirarchi has applied to seven grant programs, ranging from \$5,000 to \$200,000, on both the State and Federal level.

Mr. Martell discussed the three different firms they found that specialize in historic restoration and have long track records in lighthouse restoration. One company is too busy to submit a bid. He noted that, prior to the official bid process, all they can expect are estimates but they have been given specific instructions on what they are trying to do. They also have factored in a project manager. Current estimates are between \$725,000 and \$1.2M.

Mr. Chick said that he appreciates how much progress they have made since the initial discussions. The grant programs make this more compelling. He asked that the support letters be added to the application.

Mr. Smith said that he supports a project manager. He would like to get a more refined budget to help explain the scope of the work at the Annual Town Meeting (ATM). Mr. Martell responded that companies won't divulge too many details prior to the competitive bid process, which they hope to complete prior to the ATM.

Mr. Fennelly said that at this point they only need an estimate. He agreed that a project manager should be included in the funding request. He reviewed areas of concern highlighted in the Rivermoor Engineering report and suggested an even higher amount of funding. He believes this is one of the most important projects that has come before CPC.

After several members voiced their support for a higher funding amount that could cover all contingencies for this important and complicated project, the Board agreed to the amount of \$2M, noting that if it isn't needed it can be returned. Everyone agreed that it was critical to have enough funding from start to finish.

VOTE: A MOTION was made by Ms. Burbine to approve \$2M in funding for the Lighthouse Restoration Project; second by Ms. Scott Pipes; unanimous vote (8/0 in favor).

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

Discussion/Vote – Cushing Trail Restoration – Ms. Burbine spoke with Mike Breen about this project. She noted that this is owned by the Town and should be maintained by the Town. She will follow up with him. No vote was taken.

Discussion/Vote – Historic Survey & Planning Project – Doug Smith, Historic Commission - Rescission Reversal & New Application for Additional Funds,

Mr. Smith explained that the Mass Historic Commission invited the Scituate Historic Commission to apply for a \$15,000 grant that would require \$15,000 in matching funds from the Town. The grant will help the Town develop a comprehensive historic preservation plan. With input from people in the community and boards, the Town will determine what the next five to 10 years of preservation would look like, i.e., where we may need to invest, or develop regulations, and how to engage people in the process. Mr. Smith said that he believes their chances of getting the grant are very good because the State commission asked them to apply and offered guidance.

VOTE: A MOTION was made by Ms. Burbine to approve \$5,000 in additional funding for the Historic Survey & Planning Project; second by Ms. Brennan; unanimous vote (8/0 in favor).

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

VOTE: A MOTION was made by Ms. Burbine to reverse the 12/13/21 vote to rescind \$10,000 in historic funding from FY18; second by Ms. Brennan; unanimous vote (8/0 in favor).

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

This will provide the \$15,000 in matching funds that the Historic Commission requested.

Discussion/Vote – CPA Coalition Annual Dues - After a brief discussion about the annual dues and how it supports the Coalition, the Board voted.

VOTE: A MOTION was made by Ms. Burbine to approve \$4,350 for the CPA Coalition annual dues; second by Mr. Smith; unanimous vote (8/0 in favor).

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

Adjournment - The meeting was adjourned at 8:25p.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-

Revised Historic Application

Revised Dog Park Documents

Updated Lighthouse Documents