

CPC Meeting Minutes
July 10, 2017
Scituate Library Community Center

ATTENDEES: Ann Burbine, Karen Connolly (Chair), Adam Conrad, Stephen Coulter, Dan Fennelly, Tom McShane, Gary Meyerson, Penny Scott Pipes, Doug Smith

Additional Attendees: Elizabeth Foster, Tony Vegnani, Frank Snow, Marla Minier, Debby Linehan, Monty Newman

Meeting was called to order at 7:00 pm

Approval of Agenda: A motion was made to accept the agenda; All in Favor (9/0)

Approval of Minutes: A motion was made by Ms. Scott Pipes to accept the March 13, 2017 and April 26, 2017 minutes as written; seconded by Mr. Conrad; All in favor (9/0)

DISCUSSIONS:

Scituate Archives Application /Map Restoration - Elizabeth Foster, Town Archivist

Ms. Foster explained that last year, Sean Francis, a High School senior who was doing community service, found a map from 1815 of the Maine states, before Maine separated from Massachusetts. They would like to restore it and copy it. The original will be stored in the fire proof safes in Town Hall.

There was additional discussion on where a copy of it could be displayed, if copies could be sold, and if it should be appraised and insured.

CPC Process Flow Chart - Ms. Connolly reminded the Board that Mr. Fennelly created this chart after his experience with the Roach Field Application, which turned out to be more complex and involved than he thought it would be. There was a general discussion on the chart with Board members agreeing that this can be a valuable tool for applicants. It will help applicants to be more prepared and have a better chance for success.

Scituate Housing Authority/Central Park Windows, Phase 2 (\$409,000) – Stephen Coulter

Mr. Coulter reviewed the status of the first phase of the Central Park Window Project with the Board. He explained that they found asbestos while working on the first floor window replacement, which required spending \$40,000 of the funding on Hazmat. Because of that, the project got more involved and they had to scale down what they could do with the funding allocated in phase one. The new application for \$409,000 includes funding to finish the first floor, and Hazmat and window replacement for the second floor.

Ms. Connolly said that the unit price seems to be significantly increased. Mr. Coulter will provide additional details on the per window costs.

Conservation Commission/Public Access Application (\$350,000) – Penny Scott Pipes

Ms. Scott Pipes said the project is moving forward. She reminded the Board that her application is for Kiosks and access and parking areas at Crosby, Appleton, Damon, Higgins-McAllister and Bates

Lane properties. Some areas will be handicapped accessible; all parking lots will have handicapped parking. The Board will see the engineering plans.

Ms. Connolly said that they will rescind approximately \$298,000 of Open Space money that has not been used and put it back in the Open Space Reserves. She added that money allocated for one project cannot be used for another. She cited the following balances:

- Crosby – \$216,000
- Hubbell - \$10,653
- Higgins McAllister – \$22, 000
- Bates Lane/Hollycrest – \$50,000

She explained that a new article will be submitted for the Public Access Project for \$350,000.

Mr. Snow explained that bidding will be done before STM and then they can proceed in November and complete it during the winter. He also said that they are working with abutters. Ms. Connolly suggested that they hold public meetings at the Library that are well advertised. There was additional discussion on the specifics for each site.

Conservation Commission/Trails Signage, Maps Application (\$47,000) – Marla Minier, Debby Linehan

Ms. Minier said that they have submitted a more detailed application that includes a list of the Town properties included in the project. She introduced Ms. Linehan who is the liaison for the GPS project. There was additional discussion on the specifics of the mapping and GPS.

Ms. Burbine would like them to present the project to the Economic Development Commission.

Widow's Walk Citizens' Petition – Monty Newman

Ms. Connolly explained that the Board received a copy of Mr. Newman's citizens' petition regarding the Widow's Walk and she invited him to speak as an act of courtesy. She said that two years ago Mr. Newman had brought an application to CPC to address the parking lot and entrance of Widow's Walk. The Board voted against it because the golf course bond would be paid off in FY17, freeing up \$380,000 to invest in the course.

Since there was no specific request of the CPC, the Board suggested that they could not help Mr. Newman with the petition or his issues with the Town management.

Mr. Coulter made a MOTION to end the discussion; seconded by Mr. Meyerson; All in Favor (9/0)

Discuss Financial Report

Ms. Connolly said that Nancy Holt submitted a 12 page report that was forwarded to the Board. Some members did not receive it; Ms. Sprague will resend the report.

The meeting was adjourned at 8:15 pm; All in Favor.

*Submitted by
Mary Sprague
Administrative Assistant*

Documents Submitted

Applications can be viewed on the Town CPC website page