**Community Preservation Committee**

**Meeting Minutes**

Monday, November 9, 2015

GAR Hall

**In Attendance**: Ann Burbine, Karen Connolly (Chair), Adam Conrad, Stephen Coulter, Marla Minier, Penny Scott-Pipes, Doug Smith

**Additional Attendees**: Lisa Fenton, Janet Cornacchio, Robin Glazer, John Detweiler, Bob Gallagher, Carol Miles

The meeting was called to order at 7 pm.

**Acceptance of Agenda**: A MOTION was made to accept the agenda; All in Favor

**Acceptance of Minutes**: A MOTION was made to accept the September 14, 2015 minutes and the October 19 minutes as written; All in Favor.

**MEETING DISCUSSIONS:**

**Update/Scituate Historic Bike Trail**: Ms. Connolly began by complimenting Ms. Fenton on the progress of the website and added that it has a lot of information. Ms. Fenton told the Committee that part of the project in addition to the website and trails is to conduct a safety assessment for light engineering changes and suggestions to make the route safer, such as bike lane stripping, speed bumps, and tree trimming. Alta Planning came down in October and reviewed the routes and will provide a report. Next steps will be to share the report with Traffic Rules and Regulations and to discuss the changes with Kevin Cafferty at the DPW.

They sent invitations to about 75 testers – people who will walk, bike, or drive along the routes and/or review the website - to evaluate and test the routes and offer suggestions. They have received about 47 responses from people willing to participate in the month of November. They have received about ½ dozen responses with suggestions so far. They will finalize all the suggestions at the end of November and incorporate them into the Alta design. Finally, they will make the necessary changes to the website and the trails and then make the site live.

Mat Brown is doing the art work for the site and making posters and post cards to mail to people to let them know about the project.

Mr. Conrad asked if there was a mobile app for the website. Ms. Fenton said that there are Google maps on the website that can be viewed from a hand held device, but they do not have an actual App for this because it is too expensive.

Ms. Scott Pipes asked if PATH was creating additional signs for the historical sites. Ms. Fenton said that, for the most part, historic sites are labeled on the maps. They will not be creating new signage for the historic sites. They are planning on putting weather resistant numbers marking the sites/routes on a site by site basis. That will be phase 2. She added that there may be Historic Trail signs at intersections. Ms. Burbine suggested that she and Ms. Fenton meet to discuss the signage because the Economic Development Commission is working on signs and there is a need for consistency. Ms. Fenton agreed.

Ms. Burbine also suggested that we have a map kiosk outside of Town Hall for people to have easy access to all the maps in town.

Ms. Fenton confirmed that there will be a link from the Town website to the Historic Trails website.

**Application Hearings:**

**Scituate Art Association:** Janet Cornacchio & Robin Glazer, Scituate Art Association; John Detweiler, Contractor

Bailey-Ellis House Roof & Site Drainage Improvement Project –Application for $5,700 (50 percent of the cost) to address the gutters, soffits and fascia, which will then conclude all remaining preservation items associated with restoration of the Bailey-Ellis House roof.

Ms. Cornacchio began by saying that most of the funding they have asked for has been no more than 50% of the costs needed; they have raised a lot of grants and done a lot of work on their own. What they are asking for today is intended to be used to finish the roofing work and the work on the exterior of the house. The 2013 application request did not cover these costs. They plan to do the work in phases so they do not have to put it out to bid, and adding to the costs. She confirmed that SAA will match these funds.

Mr. Detweiler explained that the roof work has been done but the soffit and gutter work has not. A lot of areas have been neglected and water has gotten into the soffits and deteriorated many of the boards and brackets. He has evaluated the different areas that need to be fixed; some will require staging. Mr. Detweiler said that the profiles of the gutters are not readily available and he has found a company to make the profiles to match.

There was a discussion about whether or not aluminum could be used to restore the gutters rather than wood. It was generally agreed that making that change would affect the pending National Registry status. Mr. Detweiler added that they are locked into the way it was originally constructed and the change would be more expensive and esthetically detrimental (to the house).

The question of ongoing maintenance on the house came up. Ms. Glazer reminded the Committee that the house was neglected for over 40 years and restoration has been needed before maintenance could be evaluated. The SAA has voted to set aside money each year going forward for ongoing maintenance.

Other discussions involved the future drainage project in the cellar, the functional cesspools at the house, and whether or not the new Safety Center will impact the water level at the Bailey House (Ms. Burbine said it will not). Ms. Minier said that the SAA does a lot of work and raises a lot of money for their projects; they are a good example for other groups in Town to aspire to.

**Historical Society:** Bob Gallagher, Carol Miles, Alison Short

Little Red Schoolhouse/Archive Improvements – Application for $235,000 to build an appropriate archive space on the first floor of the Kathleen Laidlaw Center (Little Red Schoolhouse). The Historical Society is contributing $10,000 towards the total cost of $245,000. Currently the space is used as an apartment which would be relocated to the rear of the building. The current archive is in the basement and is not at all suitable for the holdings of the Society, which date back to 1636.

Mr. Gallagher informed the Committee that the request is an estimate because they wanted to get the application in by the deadline, but they feel the numbers are reliable.

Mr. Gallagher explained that their tenant has just moved out and this has opened up the space on the first floor to house the archives. They plan to reconfigure the space on the first floor, which would involve moving the small studio apartment to the back of the house, where there is a kitchen and bathroom. The Society feels that it is important to have a tenant there for security reasons.

Ms. Miles discussed the types of collections that they are storing, including family histories, paintings, maps and recordings and photographs which need special conditions. When asked, Ms. Miles confirmed that the Schoolhouse does have smoke alarms but they do not have sprinklers because they are too expensive. Mr. Gallagher confirmed that the new storage area would be fireproofed, which adds to the overall costs.

The Committee asked if other grants have been requested, and Mr. Gallagher said that storing them in an environment like a basement makes them ineligible for many grants. Mr. Smith added that, once they are relocated to a stable environment, they may be eligible for grants such as an IMLS. Mr. Gallagher said that there is one other program in the state that Gigi Mirachi is researching for them, but the funding cycle has passed for this year. If they get a state grant, they have to deduct the CPC funding or it is considered “double dipping”.

Mr. Gallagher offered to come back before the Committee when they have the final numbers.

Restoration of Scituate Lighthouse Lantern Room & Gallery – Application for $160,000 to repair the Tower Dome and components of the Lantern Room and the Lantern Room gallery and Catwalk; this work will secure the Lighthouse from weather damage.

Mr. Gallagher said he has noticed more moisture inside the Gallery in the last three years. The carpenter took photos last June of the top of the Lighthouse and the Lantern Room and is concerned about what he found, including some holes on the top. *(The photographs were shown to the Committee.)* The Committee discussed various reasons for the holes, including flag pole mounts or decorations.

Mr. Gallagher explained that 25 percent of the funding will be for staging, and rest will be allocated for carpentry work, for re-cladding the copper and to replace some broken glass *(that may be due to stones or even a drone)*. He reminded the Committee that the last renovation was done in 1930 and the tower is in great shape. Mr. Gallagher also discussed the general condition of the house and specifics on the process of re-cladding the copper.

The Committee and Mr. Gallagher discussed other funding sources including advertisements that feature the Lighthouse. He said that they did receive money from McDonald’s for an ad but not from Toyota *(currently featured during Chronicle).* Mr. Gallagher also noted that the Lighthouse and the Fife will be seen on a segment of *Histories Mysteries* on the Travel Channel in November; there was no money paid for the filming rights. Many people do not ask for permission to use the image. Given the opportunity to ask, Mr. Gallagher said that he does ask *(for some compensation)*. But, he cannot ask on behalf of the Historical Society because it is owned by the Town.

Ms. Minier asked if they have applied for other grants to do this project. Mr. Gallagher responded that, as a rule, they have not done it because it is a Town Building. Ms. Minier reminded him that the Bailey-Ellis House is owned by the Town, and the Scituate Art Association applies for lots of grants to help with funding and asked if it was something they would consider doing.

He said that they are open to it but they would also need to make sure the grant money was dedicated to the Lighthouse. He does not know of any grants that are specific to lighthouses and said that the Federal Government is selling their lighthouses and they are being privatized. He added that applying for grants can take a long time and they want to complete the repairs as soon as possible. Mr. Smith said that the National Park Service may offer some grants and offered to look into it on behalf of the Historical Society.

Evaluation of Lawson Tower Water Tank for Museum Space – Application for $10,000 to conduct a structural and architectural study on the feasibility to create safe access to the former water tank to exhibit artifacts from the Dreamwold estate of Thomas Lawson.

Mr. Gallagher explained that there is at present one entry way to the space suggested for the display space. It was created when the water tank was removed some years ago and is accessed from the exterior door that goes into the Tower. One of the questions an assessment would answer is if a second access to the tank space is possible through the room from which the bells are played. When asked by the Committee, Mr. Gallagher confirmed that there are two exterior doors on the Tower: one takes you up into the Tower and back out again; the other only grants you access to the bell room. Mr. Gallagher said that the funding would be used to determine if they could create this second entrance to the tank space safely and not mar the integrity of the Tower.

Ms. Scott Pipes inquired about the size of the tank room area and was told it was 61 feet in diameter and 10 feet high.

Mr. Smith asked what types of artifacts would be on display in the museum. Ms. Miles and Mr. Gallagher said that they have the wood connections that were once between the bells; photographs of all the Dreamwold cast iron building signs, livestock, dogs, and gardens; a 6 foot hand-made wrought iron fireplace screen; editorial cartoons and a portrait of Mr. Lawson. They also have a reel-to-reel tape featuring an interview with Mrs. Laidlaw and Bob Chessia discussing life on the estate and would like to link the audio to the pictures as another feature. Mr. Gallagher added that there are lots of elements of the Lawson story that could be told with this space. He noted that this would serve as a great teaching tool for the schools.

Ms. Burbine suggested that the new auditorium at the high school/middle school may offer a space to showcase the collection. She added that she would like to see the Lawson story integrated into the history and/or government curriculum at the High School level. Mr. Gallagher said the educational component was a good one and suggested that he could discuss it with Steve Swett. There was additional discussion about the idea and whether the area would be a safe place to store or display the collection. Mr. Gallagher noted that the Lawson story wasn’t the only one that could be told there.

When asked by the Committee to prioritize the Historical Society project applications, Mr. Gallagher said that the Lighthouse would be 1st, the Archives would be 2nd and the evaluation of Lawson Tower would be 3rd.

**Conservation Restrictions**:

Ms. Connolly said that she doesn’t have an exact number, but noted that there are several pieces of land purchased with CPC funds that do not have Conservation Restrictions on them. She noted that there has been some confusion regarding who has been responsible for getting this done and added that it looks like it has come back to the CPC. She suggested that they set up a subcommittee to figure out what pieces of land have the Conservation Restrictions on them and which do not.

Ms. Connolly asked the Committee’s permission to re-engage Kathleen O’Donnell, the attorney who has handled a lot of the CPC land closings, to help them identify entities other than other towns or Maxwell Trust that can hold some of the Restrictions. She noted that having other towns hold the Restrictions can cause issues and that they should not be held in one place. Ms. Connolly added that Attorney O’Donnell is a member of the CPC Coalition and has access to that kind of information.

She asked for volunteers and confirmed that CPC does have the money in the budget to do this.

Ms. Scott Pipes said that a couple of years ago the Conservation Restriction forms came to the Conservation Commission and they filled out what they could. At that time, the Town Counsel was supposed to do the CR’s. It is not clear what happened and she isn’t even sure where the forms are at this point.

Ms. Connolly asked Ms. Pipes if the Conservation Commission assistant could look into the files to see what information they have and Ms. Connolly and Ms. Sprague will look in the CPC files.

A MOTION was made by Mr. Coulter to re-engage Attorney Kathleen O’Donnell to facilitate the Coalition reporting of all Conservation Restrictions that are outstanding and see if we can get a result; SECONDED by Ms. Minier; ALL IN FAVOR.

It was agreed that the Committee should ask Attorney O’Donnell for an estimate for this project.

**Old Business**:

Ms. Burbine asked for confirmation about voting as a Committee member on the Widow’s Walk application as she is also a member of the Economic Development Committee. It was noted that many of the Committee members are representing Commissions and that does not reflect a conflict of interest.

A MOTION to adjourn was made at 8:35 pm; All in Favor.

*Submitted by*

*Mary Sprague*

*Administrative Assistant*