**Community Preservation Committee**

**Meeting Minutes**

Monday, October 19, 2015

**In Attendance**: Ann Burbine, Karen Connolly (Chair), Adam Conrad, David Friedman, Marla Minier, Penny Scott-Pipes, Chris Roberts, Doug Smith

The meeting was called to order at 7 pm.

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

**Review 2016 ATM Project Submissions**

Ms. Connolly shared the list of the project submissions with proposed hearing dates. Projects that need more work are scheduled at the end of the hearing cycle. She noted that it is an aggressive schedule with several hearings in one night but, based on last year’s weather and cancellations, she is hoping to complete all the hearings by January 11th. The Committee will vote on the applications at the February 8th meeting. The project write-ups would be due by February 15th and forwarded to the Advisory Committee and the Board of Selectmen on February 16th and then they would meet with committees the following week/s. These meetings have not been scheduled yet but are presumed to be on or around February 22 nd and February 29th.

**Assign Liaisons**

* Scituate Historical Society Archive Improvements - $245,000 - Doug Smith
* Restoration of Scituate Light Lantern Room & Gallery - $160,000 - Doug Smith
* Evaluation of Lawson Tower Water Tank for Museum Space - $10,000 - Doug Smith
* Bailey-Ellis House Roof, Drainage & Soffit Completion Project - $5,700 - Marla Minier
* Building Condition Assessment and Initial Restoration Work - $54,000 - Adam Conrad
* Hennessey Project .92 Acres of Land - $15,640 - Penny Scott-Pipes
* Four-Parcel Open Space Project (Moncy, Cowings, Noonan) - $395,067.84 - Penny Scott-Pipes
* Purchase of (6) Club 420 Boats for Town Recreation - $45,474 - Chris Roberts
* Restoration of Widow’s Walk Parking Lot and Entrance - $215,000 - Ann Burbine
* Cushing Field (Hockey/Youth Soccer) - $138,750 - Chris Roberts
* Softball Field at Scituate High School - $641,155 - Chris Roberts
* Central Park Window Replacement (First Floor) $131,000 - Stephen Coulter
* Central Park Cupola Renovation - $65,000 - Stephen Coulter
* Archives - $TBD - David Friedman

**Review and Vote Proposed Hearing Schedule**

* Scituate Historical Society Archive Improvements - $245,000 - November 9
* Restoration of Scituate Light Lantern Room & Gallery - $160,000 - November 9
* Evaluation of Lawson Tower Water Tank for Museum Space - $10,000 - November 9
* Bailey-Ellis House Roof, Drainage & Soffit Completion Project - $5,700 - November 9
* Building Condition Assessment and Initial Restoration Work - $54,000 - November 9 *(\*now on 12/14)*
* Hennessey Project .92 Acres of Land - $15,640 - December 14
* Four-Parcel Open Space Project (Moncy, Cowings, Noonan) - $395,067.84 - December 14
* Purchase of (6) Club 420 Boats for Town Recreation - $45,474 - December 14
* Restoration of Widow’s Walk Parking Lot and Entrance - $215,000 - December 14
* Cushing Field (Hockey/Youth Soccer) - $138,750 - January 11
* Softball Field at Scituate High School - $641,155 - January 11
* Central Park Window Replacement (First Floor) $131,000 - January 11
* Central Park Cupola Renovation - $65,000 - January 11
* Archives - $TBD - January 11

Mr. Smith confirmed that the Historic Commission would review the historic applications at their January meeting and write their recommendations.

Mr. Roberts made a **MOTION** to accept the schedule; Seconded by Ms. Minier; All in Favor

**Additional Discussions**:

Ms. Connolly asked the Committee if they had any questions on the projects and whether they have received all the applications for review.

Athletic Fields: Ms. Scott-Pipes asked for clarification on the new fields being proposed and the recent rescissions voted on by the Committee (Softball Field and Softball Field/Additional Funds). Mr. Roberts explained that the first softball field application was scrapped due to the Middle School location and the High School has submitted new applications for the Field Hockey and Softball fields as well switching some fields around. Ms. Scott-Pipes expressed concern that residents will not know about the two rescissions and may not understand that these new field applications are starting from square one.

Cushing Field: Mr. Smith questioned why Cushing Field is being submitted for CPC funds and was not included in the Middle School budget, due to the fact that the Town needs the field because the school is going where the field was. Mr. Roberts responded that the Recreation Commission had asked the same question but never received a proper answer. Additional issues with the new field applications were discussed. Ms. Connolly said that she scheduled the field applications in January due to the issues that need to be ironed out and the applicants will need to answer these questions at the hearing.

Baptist Church: Ms. Burbine asked if CPC funds were used to fix the Mission Chapel windows. Ms. Connolly confirmed that they were. There was additional discussion about whether or not churches are eligible for this sort of funding; the Town has a lot of old churches. Mr. Smith cautioned that if CPC funds are used then they need to follow the CPA guidelines for historic preservation. Also Historic Restrictions are necessary to protect a building that has been restored with CPC funds from being used for another purpose in the future.

Liaison Role: Mr. Friedman asked for clarification on the liaison’s role. Ms. Connolly said primarily they need to review the application and determine if all pertinent information is there and be available to answer questions from the applicants; occasionally it is necessary to mediate between proponents and opponents of a given project. Ms. Minier added that they are responsible to do the write-ups for the ATM booklet. It was also mentioned that the liaison should make sure the correct CPC categories are checked off.

Town Website: It was mentioned that most of the applications have been uploaded to the Town CPC website page; two need to be added, and one application has not been received yet.

There was additional discussion on producing a fact sheet with a quick overview on where CPC money has been spent for the next Town meeting; the CPC General Fund dollar amount; more towns are joining CPC so that State matching funds may be reduced; banking money for future projects; capital improvements vs maintenance on older buildings.

**Old Business**

Historic Bike Trails Website: Ms. Connolly will email Lisa Halbower-Fenton on or around October 26th to determine whether or not the website is going live at that time.

A MOTION was made to adjourn at 8:05 pm; All in Favor.

*Submitted by: Mary Sprague, Administrative Assistant*