

## MINUTES

May 4, 2010

Members present: Howard Baker-Smith, Chairperson  
Jacquelyn McDonald, Vice Chairperson  
Mark Lawton  
Chris Markey  
Nancy Thornton

Members absent: Stuart MacGregor  
Kevin Shea  
John Sousa  
Lisa Tavares

The meeting was called to order at 6:43 p.m.

Mr. Baker-Smith circulated the following three invoices for review and signatures:

*The Standard-Times* in the amount of \$245.00 for the advertisement of the public hearing  
*Attorney Matthew Thomas* in the amount of \$540.00 for legal services  
*ttl-Architects* in the amount of \$4,930 for task 3 and half of task 4 of the Historical Building  
Inventory

A reimbursement to Susan Dorschied in the amount of \$9.46 for the purchase of cassette tapes  
was also circulated.

Mr. Baker-Smith read correspondence from Diane Gilbert regarding the Akin House Project.  
Ms. Gilbert stated that work has resumed on the House. At a future meeting, Ms. Gilbert would  
like to discuss a possible modification to the Grant Agreement where DHPT would develop a  
master plan instead of a business plan market study for the cultural heritage center.

Town Accountant, Claire Karvonen, was present and discussed the Town's CPA finances. She  
distributed a report showing the financial history of the CPA since its adoption in FY 2003. The  
report included breakdowns of funds collected, appropriations, expenses and fund balances. A  
discussion followed.

Mr. Markey joined the meeting at 6:52 p.m.

The discussion continued. Mr. Markey informed the CPC that the Senate Committee on  
Bonding was to vote on May 5, 2010 regarding the former State Police Barracks acquisition. He  
was optimistic it would pass. The Senate will need to give final approval.

Mr. Baker-Smith asked Mrs. Karvonen to provide a list of grants with no activity after the start of FY 2011. The assistant treasurer will provide a current debt schedule.

Motion:

Ms. McDonald made a motion to approve the minutes of the April 7, 2010 meeting. The motion was seconded and approved by a 5-0 vote.

Motion:

Ms. McDonald made a motion to approve payment of the invoice from the Standard-Times in the amount of \$245.00. The motion was seconded and approved by a 5-0 vote.

Motion:

Ms. McDonald made a motion to approve payment of the invoice from Attorney Matthew Thomas in the amount of \$540.00. The motion was seconded and approved by a 5-0 vote.

Motion:

Ms. McDonald made a motion to approve payment of the reimbursement to Susan Dorschied in the amount of \$9.46. The motion was seconded and approved by 5-0 vote.

Motion:

Ms. McDonald made a motion to approve payment of the invoice from ttl-Architects in the amount of \$4,930. The motion was seconded and approved by a 5-0 vote.

Mrs. Thornton distributed samples of the work that ttl-Architects has done. The samples include ground and aerial photographs and descriptions of properties. The history of ownership is also documented. The contract with ttl will expire at the end of June, 2010. The Committee will decide at a future meeting if it wants to renew their contract for another year. Mr. Markey suggested submitting samples of the work done to the Massachusetts Historical Commission for its opinion on the content.

A representative from the YMCA has contacted Mr. Baker-Smith and the Dartmouth Historical Commission in regards to composing the historical preservation restriction that will be required for their project. The Historical Commission does not perform that type of work. The CPC will suggest the YMCA seek the services of experienced professionals. Any cost involved could be paid out of the initial grant disbursement.

Mr. Baker-Smith gave a project update on the Apponegansett Meeting House. Christina Styan had requested a drawdown that would have exceeded the funds available according to the Grant Agreement. The project is not complete, but Ms. Styan expects it will be by June 1, 2010. The grantee has been compliant throughout the project. The CPC has the option to lower the retainage to 5%.

Motion:

Mr. Markey made a motion to lower the (Apponegansett Meeting House) Project retainage to 5%. The motion was seconded and approved by a 5-0 vote.

Mr. Baker-Smith will notify the grantee and the Town Accountant of the change in the Grant Agreement Disbursement Schedule.

Grant conditions were discussed for the FY 2011 proposed projects.

#### YMCA GULF HILL DAIRY PROJECT

The CPC had voted to require that the restoration work comply with Department of the Interior standards. Final plans must be approved by the Dartmouth Historical Commission. A historic preservation restriction must be executed. No new conditions were proposed.

#### DOMINICAN SISTERS FARM CONSERVATION RESTRICTION

The CPC had voted to require funding approval from the Agricultural Preservation Trust. A conservation restriction on the property must be executed. An agreement must be entered into between the Trust and DNRT that reflects their mutual interest to maintain the scenic vista and to allow agricultural use. No new conditions were proposed.

#### DARTMOUTH COMMUNITY PARK

The CPC had discussed funding 90% of the cost of the access loop at the April 7, 2010 meeting. A motion was approved to recommend funding \$143,000 for the park project rather than the requested \$158,000.

#### Motion:

Mr. Baker-Smith made a motion to add a condition to the grant agreement that not more than 90% of the cost of the access loop be funded by CPA funds. The motion was seconded. A brief discussion took place. The motion was approved by a 5-0 vote.

No conditions were suggested for the Preservation of Town Records or the Paskamansett Park Phase II proposals.

#### STONE BARN FARM

The CPC had voted to require a historic preservation restriction be executed. The restoration work must comply with Department of the Interior standards. Signage must be maintained on the street. No new conditions were proposed.

A discussion took place regarding the October funding round. Mr. Baker-Smith distributed a draft schedule. David Cressman has requested that warrant articles be ready by the end of August for the October Town Meeting. Limited funds will be available for this round. Prospective applicants should be informed of the limited availability of funds. The advertising and application cover sheet should specify funding limitations. The CPC could limit the amount of funds that will be made available for the round.

Motion:

Ms. McDonald made a motion to make available up to \$300,000 of CPA funds for the October funding round. The motion was seconded and approved by a 5-0 vote.

Motion:

Ms. McDonald made a motion to approve the proposed schedule for the fall funding round. The motion was seconded and approved by a 5-0 vote.

A discussion took place regarding the selection of chair and vice chairpersons for FY 2011. Ms. McDonald would like to retain Mr. Baker-Smith as Chairperson. Mr. Markey said that he feels Mr. Baker-Smith has done a good job and is very knowledgeable. All other members in attendance agreed. Mr. Baker-Smith's term as Member-at-Large will expire in June, 2010. The Selectboard is the appointing body. Ms. McDonald feels all CPC members should attend the June meeting in support of Mr. Baker-Smith's reappointment.

Mr. Baker-Smith said he would be willing to continue as Chair but would like to see the position rotate among other members in the future. Ms. McDonald said she is aware of the large amount of work Mr. Baker-Smith does as Chair. All other members in attendance agreed. Members also discussed the role of their Committee as a whole. There are many more applications for grants now than in 2003 when the Act was adopted by the Town. Projects are more detailed which has made the CPC's job more involved.

Motion:

Mr. Markey made a motion to re-elect Mr. Baker-Smith as Chairperson and Ms. McDonald as Vice Chairperson. The motion was seconded and approved by a 5-0 vote.

Town Meeting will be held on Tuesday, June 1, 2010. The next CPC meeting will be held on Wednesday, June 2.

Motion:

Ms. McDonald made a motion to adjourn. The motion was seconded and approved by a 5-0 vote.

The meeting was adjourned at 8:22 p.m.

Respectfully submitted,

Approved,

Susan D. Dorschied  
Administrative Clerk

Howard Baker-Smith  
Chairperson