

DARTMOUTH

Community Preservation Committee



MASSACHUSETTS

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Howard Baker-Smith, Chairperson
James ~~Baldwin~~ Bosworth
Michael Kehoe
Margaret Latimer
Stuart MacGregor
Chris Markey
Damon May
Kevin Shea
John Sousa

****Corrected****

MINUTES

June 6, 2012

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DARTMOUTH TOWN CLERK

Members present: Howard Baker-Smith, Chair
Jacquelyn McDonald, Vice Chair
Margaret Latimer
Stuart MacGregor
Kevin Shea
John Sousa

Member absent: Chris Markey

The meeting was called to order at 6:45 p.m.

Motion:

Mr. Sousa made a motion to approve the minutes of the May 1, 2012 meeting. The motion was seconded and approved by a 5-0 vote. Mr. Baker-Smith was not present for the vote.

Motion:

Mr. Sousa made a motion to approve the minutes of the April 4, 2012 meeting. The motion was seconded and approved by a 5-0 vote. Mr. Baker-Smith was not present for the vote.

Ms. McDonald circulated the following four vouchers for payment with invoices/receipts attached:

- Attorney Anthony Savastano in the amount of \$600 for legal services
- Southcoast Media Group in the amount of \$245 for the advertising of the public hearing
- Susan Dorschied in the amount of \$89.92 for supplies purchased
- Howard Baker-Smith in the amount of \$76.50 for a copying expense

Mr. Baker-Smith joined the meeting at 6:47 p.m.

Motion:

Mr. Shea made a motion to approve the reimbursement to Mr. Baker-Smith in the amount of \$76.50. The motion was seconded and approved by a 5-0-1 vote. Mr. Baker-Smith abstained from the vote.

Motion:

Mr. Shea made a motion to approve the invoice from Southcoast Media Group in the amount of \$245. The motion was seconded and approved by a 6-0 vote.

Motion:

Mr. Shea made a motion to approve the invoice from Attorney Savastano in the amount of \$600. The motion was seconded and approved by a 6-0 vote.

Motion:

Mr. Shea made a motion to approve the reimbursement to Susan Dorschied in the amount of \$89.92. The motion was seconded and approved by a 6-0 vote.

The vouchers were recirculated for signatures.

Ms. Dorschied requested authorization to purchase a digital voice recorder.

Motion:

Ms. McDonald made a motion to approve the purchase of a digital voice recorder up to \$100. The motion was seconded and approved by a 6-0 vote.

There is pending legislation regarding the Community Preservation Act which has been approved by the House and the Senate. If approved by the Governor, the statute will guarantee a minimum match if there are surplus State funds. Also, CPA funds may be used to rehabilitate existing parks, and endowments for preservation restrictions will be an allowable project expense.

PROJECT UPDATES***Rogers Street Boat Ramp***

Harbormaster Steven Melo and Waterways Commission member Roger Race were present and spoke about the project. CPC had asked for a status as to the availability of public access to the site. They also want a status on the Conservation Restriction.

The parking lot has been paved for over a year. Control signs were recently installed. A collection box for parking fees was approved by the Selectboard and has been installed. The main entrance gate was opened on April 2. The gate on St. John Street remains closed for the sake of neighbors. The Police Safety Officer designed the traffic plan that includes "One Way" signs on Rogers Street. Security lights and cameras are in place. The Commission would like to improve the ramp which is sand. The water is shallow and only safe for small craft

launching. Mr. Melo has applied for Bouchard Oil Spill Remediation Funding which funds could be used to make improvements to the ramp.

Ms. McDonald asked if the boat ramp is in use. Mr. Race said yes. Mr. Sousa said there are signs stating "Do Not Enter" and "No Parking." These signs are not inviting. People may perceive they cannot use the lot/ramp. He said that the intention of the CPC grants was to improve public access to the water. It had taken many months after the lot was paved to allow use of the ramp, and he feels its access has only gotten worse with no parking on the street and no ability to drive up to the water, as was once permitted. Mr. Sousa did not expect there to be a fee charged for use. Mr. Race said the Finance Committee said the site must be sustainable, and in order to do that, a small fee must be charged.

Mr. Race said he feels the site has gotten much better rather than worse. The area adjacent to the ramp was an "eyesore" and was very contaminated. It has been capped and sealed, and the Waterways Commission is grateful for the CPC funding it received to make it happen. Mr. Sousa agrees the area is much improved, however, he feels there is less public access now than before the project began. Mr. Race further addressed the concerns of the parking fee and signage. He said without the fee, beach goers would park there for free to avoid the fee at nearby Jones Beach. Regulations and the installation of traffic signs were required by the Selectboard and the Police Department for safety reasons. Community Boating Center is across the street and people cross there to get to the site.

The lot will be open from April 1 until November 1, per the Selectboard. They also assigned the \$10 fee, which matches the beach parking fee. New Bedford's beach fee is also \$10. Mr. Sousa said the beach season is much shorter than the boating season. Could the fee be eliminated outside the beach season? The Commission will bring it before the Selectboard. Regarding traffic signs, could there be an additional sign placed near "Do Not Enter" instructing people to use the parking lot for access? Is there a fee for everyone who uses the lot? No, only for unattended vehicles.

Mr. Melo addressed the question of the Conservation Restriction. He had spoken with Michael O'Reilly, Environmental Affairs Coordinator, who said he knew only of an Activity and Use Limitation Restriction. Mr. Baker-Smith said that in 2009 a Municipal Appropriation Notice was executed which contained the condition that an Open Space/Recreation Restriction be placed on the property. Mr. Melo said there was a restriction document recorded at the Registry of Deeds. He is unsure of the specifics but will check his records.

Stone Barn Farm

The grantee has submitted a Preservation Restriction to the Historical Commission. The Commission wants a reference to the historic plaques added. It also wants a section regarding "Extinguishment and Condemnation" which would allow the Town to receive a certain percentage of funds in the event the property is sold. There is also a concern regarding paint color selections.

Veterans' Housing – O'Connor-Sisson House

The Housing Authority has set up a subsidiary non-profit corporation to enable the project to be eligible for a wider range of grants. Executive Director Constance Desbiens has asked if the CPC grant funds can go to the non-profit for the development of the property. Town Counsel said yes since the Housing Authority is controlling the subsidiary.

Gulf Hill Dairy Restoration – YMCA

The Preservation Restriction has been signed by the Selectboard and is to be sent to the Massachusetts Historical Commission, which has already conditionally approved it. When it is returned, it will be recorded at the Registry of Deeds. The Restriction will be held by Dartmouth Heritage Preservation Trust (DHPT), which will maintain it. DHPT will receive a \$5,000 endowment to maintain it. This Preservation Restriction will serve as a model for future projects.

Akin House Restoration

Diane Gilbert was present and gave an update. She said she had last come before CPC in April, 2011, and at that time asked for a project extension, which ends in June, 2012. There is \$9,770 remaining in the grant. Ms. Gilbert said that completing the master plan facilities report is preventing DHPT from moving to the next phase of the project. They want to use the grant funds to pay the architect to finish the plans which include parking, handicap access and landscaping. Ms. Gilbert said that this year is the 250th anniversary of the Akin House, and there are events planned at the house from July-September. Mr. Baker-Smith asked that DHPT send a letter describing the scope of work they wish to use the remaining funds for.

A discussion took place regarding FY 2013 projects. Town Meeting approved all the recommendations. Mr. Baker-Smith will send a letter to the Town requesting the funds for the Housing Rehab. Project and the specialist be rolled into the existing program. The Housing Trust has not been established. The funds may be used not only for the program but for its development and administration. The initial release of funds will be to reimburse the costs of establishing the Trust. The remaining funds will be released once the Trust is in place.

Motion:

Ms. McDonald made a motion to authorize Mr. Baker-Smith to execute a Memorandum of Understanding with the Town for the Housing Trust Fund. The motion was seconded and approved by a 6-0 vote.

A discussion took place regarding the Historic Building Inventory. Mr. Baker-Smith distributed copies of the procurement. Ttl-Architects was the only respondent to the direct email advertisement. They bid \$14,500 to complete 125 forms. Ttl meets the selection criteria.

Motion:

Ms. McDonald made a motion to approve the wording of a Service Agreement with

Ttl-Architects for a total amount of \$14,500. The motion was seconded and approved by a 6-0 vote.

Ms. Latimer reiterated that Ttl has been "wonderful." They work fast and efficiently and now know Dartmouth very well. They will be surveying properties listed as being built in 1900 in this new phase.

Mr. Baker-Smith distributed copies of a draft Service Agreement, which is the same as the previous Agreement used with Ttl with the exception of such specifics as dates.

Motion:

Mr. Sousa made a motion to approve a one-year contract with Ttl-Architects with two one-year renewal options in the amount of \$14,500. The motion was seconded and approved by a 6-0 vote.

A discussion took place regarding the fall funding round. Mr. Baker-Smith distributed copies of a draft proposal schedule. The round would begin on June 8, and proposals would be due on August 15, 2012 at noon. Town Meeting will take place on October 16, 2012.

Motion:

Ms. McDonald made a motion to implement the schedule for the Fall funding round. The motion was seconded and approved by a 6-0 vote.

Motion:

Ms. Latimer made a motion to amend the application document to include a reminder about the inclusion of the sign cost, and for historic preservation projects to include in the budget an endowment for the preservation restriction. The motion was seconded and approved by a 6-0 vote.

A discussion took place regarding a Project Eligibility Application recently received by the CPC. Dartmouth Historic and Arts Society (DHAS) would be seeking \$38,110 for interior renovations at the Russells Mills (Schoolhouse) Library. Ms. McDonald feels that amount may not be enough to complete the proposed work. The applicant would also have to retain the services of a preservation consultant and bring their project before the Historical Commission.

Director of Development Deborah Melino-Wender was present and said the Town will submit an application in the future to replace the exterior shutters, which are not historically correct. Diane Gilbert feels the exterior work should be a priority.

Mr. Sousa said he is concerned about consultant fees for projects. DHAS has estimated 14% in their Eligibility Application. He will want to see a breakdown of what services they are expecting to receive for those funds.

The date for the next meeting will be August 21, 2012.

Ms. McDonald has informed CPC that she will be resigning her seat. She has been the representative from the Conservation Commission since the CPC was formed in 2003. There will be a new delegate appointed for the next meeting. Mr. Baker-Smith asked to put her on the agenda for the August meeting.

Motion:

Mr. Baker-Smith made a motion to adjourn. The motion was seconded and approved by a 6-0 vote.

The meeting was adjourned at 8:55 p.m.

Respectfully submitted,



Susan D. Dorschied
Administrative Clerk

Approved,



Howard Baker-Smith
Chair