

DARTMOUTH

Community Preservation Committee

Howard Baker-Smith, Chairperson
Margaret Latimer, Vice Chairperson
James Bosworth
Michael Kehoe
Elaine Lancaster
Stuart MacGregor
Damon May
Kevin Shea
John Sousa



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DARTMOUTH TOWN CLERK

MINUTES

March 4, 2014

Members present: Howard Baker-Smith, Chair
Margaret Latimer, Vice Chair
James Bosworth
Elaine Lancaster
Stuart MacGregor
Damon May
Kevin Shea

Members absent: Michael Kehoe
John Sousa

The meeting was called to order at 6:32 p.m.

Motion:

Mrs. Lancaster made a motion to approve the minutes of the February 4, 2014 meeting. The motion was seconded and approved by a 6-0 vote. Mr. May was not present for the vote.

An invoice from the Community Preservation Coalition in the amount of \$2,875 was circulated for review.

Mr. May joined the meeting at 6:36 p.m.

PROJECT UPDATES

O'Connor-Sisson House for Veterans

The second round financing application will be submitted on March 21, 2014. The language of the Grant Agreement is being finalized. The affordable housing restriction is in process.

Akin House

Diane Gilbert has reapplied for assistance through a program at Roger Williams University to develop a business plan for the Akin House.

Dutch Belt Farm

The 79-acre property was purchased by the Town several years ago, funded in part with CPA funds. An agricultural preservation restriction is to be placed upon a portion of the property. The process has faced complications, but it is moving forward. The remaining details include the subdivision for a house lot and transfer of a portion of the property with poor soils to the Conservation Commission so that the remaining acreage meets the requirements for agricultural preservation. The property is currently used for a poultry business.

Historic Building Inventory-2013

This phase of the Inventory is nearly complete. Judith Lund has been reviewing all the Form B's and indentifying any necessary corrections.

PUBLIC HEARING

Mr. MacGregor made a motion to open the meeting to a public hearing. The motion was seconded and approved by a 7-0 vote.

The public hearing commenced at 6:45 p.m.

Mr. Baker-Smith explained the public hearing process to the audience.

Motion:

Ms. Latimer made a motion to approve the payment of \$2,875 to the Community Preservation Coalition for annual dues. The motion was seconded and approved by a 7-0 vote.

PROJECT APPLICATIONS

Four proposals for funding were presented:

Dartmouth Dog Park

The Town of Dartmouth, in partnership with the Dartmouth Dog Advisory Work Group (DDAWG), is seeking \$36,700 to develop a dog park at the Dartmouth Regional Park. Deborah Melino-Wender was present and spoke on the proposal. A private foundation has proposed a grant for this project equal to 90% of the hard costs and 20% of the design cost. Matching funds from the Town are necessary. A design plan has been completed. There are approximately

4,400 dogs licensed in Dartmouth. A recent survey conducted to update the Town's Open Space and Recreation Plan showed a high interest in an enclosed dog park. It will be fully functional, as proposed.

Timothy Lancaster was present and spoke on the proposal, referring to a hanging layout map. Particulars included an access road, parking area, handicap access, fenced-in areas and trails. Diane Camacho, a DDAWG board member, spoke further on the proposal. Details included that the park will contain rice stone, a sprinkler system and natural elements. A pass card will be required for access, and the dog owner must provide proof of vaccination. DDAWG proposes the purchase of a gas mower and a snow blower. They are securing an insurance policy. Additional fundraising efforts are planned.

Representatives of the Park Board and DDAWG expressed their support of the project. Several other audience members spoke in favor of the creation of the dog park.

Mr. May inquired about park membership. An annual pass would be issued. No day trip passes will be available. Animal Control Officer Sandra Gosselin will be involved in the enforcement of the park's rules and regulations. Mr. MacGregor asked if the park will be accessible to Dartmouth residents only. No, the site is a regional park and is open to all. The fee for nonresidents will be higher. Pass card applications will be collected at the Park Department. Mr. Shea asked about trails. There are some existing trails, and this phase will include the purchase of materials to construct a boardwalk across the wetland areas. There are plans to expand the trail network in the future. Ms. Latimer asked for clarification of certain areas where dogs will and will not be permitted, as well as the length of fence around the closed-in area. The length of fencing will be approximately 425 feet. She also inquired about the fee structure. The annual charge is proposed at \$25 for residents and \$35 for nonresidents for one dog. There will be an additional, lesser fee to register a second dog.

Mr. Baker-Smith spoke on the requirement of a memorandum of understanding. One condition would be the securing of the private grant. Mr. Baker-Smith commented that the dog park project has been in process for two years, and DDAWG has clearly done a lot of work to get to this point. Speaking for the Committee, he said the effort was appreciated.

Apponegansett Meeting House Roof Restoration

The Dartmouth Monthly Meeting of Friends is seeking \$50,850 to replace the roof cover and add proper ventilation to the Apponegansett Meeting House. Project Coordinator Brian Hawes spoke on the proposal. He introduced Greg Jones who will be donating his services as the project architect and overseer. Mr. Hawes described the condition of the roof. The sponsor had received estimates from two contractors. They had chosen the higher of the two due to their credentials. The CPC had asked if the sponsor would be able to contribute a higher percentage of matching funds than proposed. Mr. Hawes said the project will contain \$7,000 of in-kind services, and he expects the \$5,000 contingency will not be used. He added that there will be no cost for a preservation restriction since one is already in place.

Housing Rehabilitation Loan Program – January, 2014 and Housing Rehabilitation Loan Administrative Program – January, 2014

The Town of Dartmouth is seeking \$60,000 for the continuation of its Housing Rehabilitation Loan Program, and \$4,500 for the continuation of its Housing Rehabilitation Loan Administrative Program. Deborah Melino-Wender spoke on the proposals. She referred to a spreadsheet she had prepared that provided a history of the program. Details included loan dates, amounts and work performed. There have been several loans made since 2008. She cannot say with certainty how many years the requested funds would last, but one to two years is estimated. Determining factors include the number of applications the Town receives, the eligibility of the applicants and the amount of funds requested. Ms. Latimer asked about the availability of alternative funds for septic replacements. Ms. Melino-Wender said that some homeowners have received State funds in the form of a loan that becomes part of their property tax assessment. Homeowners who cannot afford the assessment are referred to the Housing Rehab Loan Program. The applicants must meet income-eligibility criteria for consideration.

There were no further matters to discuss.

Motion:

Mr. MacGregor made a motion to close the public hearing. The motion was seconded and approved by a 7-0 vote.

The public hearing closed at 8:07 p.m. The CPC took a recess and resumed its open meeting at 8:15 p.m.

A discussion took place regarding the CPC's finances. Mr. Baker-Smith distributed a CPA Fund report he had prepared. Detail included revenue, expenses and fund balances.

PROJECT APPLICATION REVIEW

Dartmouth Dog Park

The proposal was discussed. Comments included that the sponsor had a lot of support and good leverage funding. This project proposal is quite different from the original.

Motion:

Mr. Shea made a motion to recommend that Town Meeting approve \$36,700, to be allocated from the unrestricted reserves, to the applicant, Town of Dartmouth Park Board/DDAWG for the Dartmouth Dog Park project. The motion was seconded and approved by a 6-0-1 vote.

Motion:

Mr. Baker-Smith made a motion to include in the (Dartmouth Dog Park project) MOU the condition that the release of funds will be contingent upon the applicant securing financing for the project, as proposed. The motion was seconded and approved by a 6-0-1 vote.

Apponegansett Meeting House Roof Restoration

The proposal was discussed. Should a lesser amount be recommended? Could programs and activities that take place at the Meeting House generate additional funds? There was a concern as to the sponsor's plan for the upkeep of the property.

Motion:

Mr. Shea made a motion to recommend that Town Meeting approve \$50,850 for the Apponegansett Meeting House Roof Restoration project, to be allocated from the unrestricted reserves. The motion was seconded. A discussion followed.

Would it be prudent to approve the project for a lesser amount? Should the project be funded out of the Historic Preservation Reserve?

Mr. Shea accepted a friendly amendment to his motion, changing the funding source to Historic Preservation Reserve. The motion went to a vote and was approved by a 7-0 vote.

A discussion took place regarding conditions for the grant agreement. The sponsor could be asked to submit a plan for maintaining the property. Should a business plan be required?

Motion:

Mrs. Lancaster made a motion to include as a condition in the grant agreement for the Apponegansett Meeting House project that the sponsor must submit a budget and plan for the ongoing maintenance of the property. The motion was seconded and approved by a 7-0 vote.

Housing Rehabilitation Loan Program – January, 2014 and Housing Rehabilitation Loan Administrative Program – January, 2014

Motion:

Mr. MacGregor made a motion to recommend that Town Meeting approve \$60,000 for the Housing Rehab Loan Program, to be allocated from the unrestricted reserves. The motion was seconded and approved by a 7-0 vote.

Motion:

Mr. MacGregor made a motion to recommend that Town Meeting approve \$4,500 for the Housing Rehab Loan Administrative Program, to be allocated from the unrestricted reserves. The motion was seconded and approved by a 7-0 vote.

A brief discussion took place regarding legal fees pertaining to the projects being recommended. Should an appropriation be recommended for that purpose? Mr. Baker-Smith will contact David Cressman to discuss revising the proposal for the Dog Park to increase the project budget to fund legal fees and related costs.

A brief discussion took place regarding the allocation of funds for the FY2015 administrative budget.

Motion:

Mr. Shea made a motion to allocate \$35,000 for (fiscal year 2015) administrative costs from FY2015 revenue. The motion was seconded and approved by a 7-0 vote.

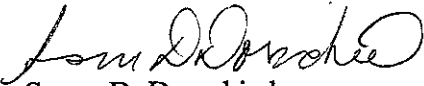
A brief discussion took place regarding the Stone Barn Farm project. The preservation restriction has not been completed. There is \$172,186 of unexpended funds. Mr. Baker-Smith will contact the sponsor for a project update.

Motion:


Mr. Baker-Smith made a motion to adjourn. The motion was seconded and approved by a 7-0 vote.

The meeting was adjourned at 9:07 p.m.

Respectfully submitted,


Susan D. Dorschied
Administrative Clerk

Approved,


Howard Baker-Smith
Chair