

DARTMOUTH



MASSACHUSETTS

Community Preservation Committee

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

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MINUTES

September 2, 2014

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DARTMOUTH TOWN CLERK

Members present: Howard Baker-Smith, Chair
Elaine Lancaster
Stuart MacGregor
Damon May
John Sousa

Members absent: James Bosworth
Michael Kehoe
Kevin Shea

The meeting was called to order at 6:44 p.m.

PROJECT UPDATES

Stone Barn Farm

Gina Purtell, Sanctuary Director of the Massachusetts Audubon Society's Allens Pond Wildlife Sanctuary, was present and gave an update. The Sanctuary is interested in taking part in the Dartmouth Solar Challenge, utilizing the roof of the Tractor Barn. Two contractors have evaluated the roof's positioning toward the sun and have scored it high in regards to maximum performance. It is well-suited for generating energy. The deadline to take part in the challenge is fast approaching, and Mass. Audubon is making every effort to participate. They will bring the matter before the Historical Commission at its upcoming meeting. They intend to adhere to the standards as set forth by the Massachusetts Historical Commission. The draft Historic Preservation Restriction, which has been forwarded to MHC for approval, contains language as to the intention of utilizing the Tractor Barn roof for photovoltaic installation.

Dartmouth Regional Dog Park

The Memorandum of Understanding has been executed by both parties. Deborah Melino-Wender was present and said the Town has received a grant award letter from the Stanton Foundation. A partial disbursement has been received by the Town to fund the cost of the design services. Construction of the park is to begin in spring of 2015.

Apponegansett Meeting House Roof Replacement

Brian Hawes was present and gave an update. The Dartmouth Monthly Meeting of Friends does not have a signed contract yet, but they will be entering into one with Roland Valois (RP Valois & Company). Mr. Hawes and Mr. Valois have met with an architect. It was determined that some of the proposed work will not be necessary; therefore, the project cost will be lower than anticipated. A financial report and maintenance budget was provided.

Dutch Belt Farm

Ms. Melino-Wender said the Town continues to pursue a State Agricultural Preservation Restriction. The property was purchased with Community Preservation funds along with those from the Dartmouth Natural Resources Trust (DNRT) and the Dartmouth Agricultural Preservation Trust (DAPT). Town Counsel has recommended amending the original Town Meeting article which allocated the funding for the acquisition of the property. The amended language would allocate the CPA funds only to the agricultural portion of the property. DNRT funds would be allocated to the conservation areas, and the DAPT funds would be allocated to the agricultural land and the house lot.

Newfield Farm Conservation

DNRT anticipates the closing will take place in September. The easement has been settled, and the necessary additional funds have been raised.

O'Connor-Sisson House for Veterans

Partners in Housing was unsuccessful in securing One-Stop financing. Ms. Melino-Wender said it is not an unusual outcome for first-time applicants. Partners will reapply at the next funding round.

FINANCES

Members were in receipt of a financial report prepared by the Town Accountant that includes fund balances, and lists of open and closed projects. Mr. Baker-Smith distributed a spread sheet that included projected revenue and reserves, taking into account the estimated State match with and without additional surplus funds. An administrative budget spread sheet for FY2014 was also distributed. A discussion followed. A Town Meeting article will allocate funds for the reserve requirements and administration. Using a 55% State match estimate, \$87,189 would be

necessary to meet the 10% minimum requirement for each of the three reserves. If necessary, shortfalls could be funded at the June Special Town Meeting.

Motion:

Mr. Sousa made a motion to commit to the reserves the following amounts: \$92,189 to Community Housing; \$92,189 to Historic Preservation and \$92,189 to Open Space. The motion was seconded and approved by a 5-0 vote.

NEEDS ASSESSMENT

The FY2016 Needs Assessment will need to be posted on the Town's website in November, in time for the next funding round. The Committee seeks input from multiple sources for its annual update. The Open Space and Recreation Plan is still in process. Other sources include inviting past grantees to the meeting. Representatives from Town boards and commissions could also be invited. An ad could be placed in the Chronicle. Invitees could be forwarded a copy of the current Assessment with a request for input.

FUNDING SCHEDULE

A discussion took place regarding the timelines for the two FY2016 funding rounds. For June Town Meeting project funding, the deadline for eligibility applications in order to provide feedback prior to the full application deadline would be December 23, 2014. Full applications would be due January 16, 2015. Applications would be reviewed at the February meeting, and a public hearing would be held in March. For fall Town Meeting approval, eligibility applications would be due by May 22. Full applications would be due June 19, 2015 and reviewed at the July meeting. The August meeting would be a public hearing.

Motion:

Mr. Sousa made a motion to approve the FY2016 funding schedule, as proposed. The motion was seconded and approved by a 5-0 vote.

The schedule will be posted on the Town's website.

Motion:

Mr. Sousa made a motion to accept the minutes of the June 4, 2014 meeting. The motion was seconded and approved by a 5-0 vote.

Motion:

Mr. Sousa made a motion to approve the minutes of the July 1, 2014 meeting. The motion was seconded and approved by a 4-0-1 vote.

Four invoices were circulated for review:

- Ttl-Architects in the amount of \$1,160 for services performed on the Historic Building Inventory. The invoice must also be approved by the Historical Commission prior to payment.
- North Dartmouth Properties in the amount of \$48.70 for the copying of the June Town Meeting packet insert.
- Judith Lund in the amount of \$53.96 for supplies purchased for the Historic Building Inventory.
- Attorney Anthony Savastano in the amount of \$70 for June services.

Motion:

Mr. Sousa made a motion to approve the four invoices before the Committee in the amounts submitted. The motion was seconded and approved by a 5-0 vote.

A discussion took place regarding the funding application process. Mr. Sousa proposes creating a two-tier process. Smaller projects could request funding using a less comprehensive application. A dollar threshold could be assigned. Mr. Baker-Smith suggested visiting the websites of similar communities to see what variations of applications are in use. The matter will be placed on the agenda for the next meeting which will take place on October 7, 2014.

There was no further business.

Motion:

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

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,



Susan D. Dorschied
Administrative Clerk

Approved,



Howard Baker-Smith
Chair