

DARTMOUTH

Community Preservation Committee



MASSACHUSETTS

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

MINUTES

July 7, 2015

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DARTMOUTH TOWN CLERK

Members present: Howard Baker-Smith, Chair
Elaine Lancaster
Margaret Latimer
Damon May
Kevin Shea

Members absent: James Bosworth
Michael Kehoe
Stuart MacGregor
John Sousa

The meeting was called to order at 6:59 p.m.

Motion:

Mrs. Lancaster made a motion to approve the minutes of the May 5, 2015 meeting. The motion was seconded and approved by a 5-0 vote.

Motion:

Mrs. Lancaster made a motion to approve the minutes of the June 9, 2015 meeting. The motion was seconded and approved by a 5-0 vote.

Three invoices for payment were circulated:

- A reimbursement to Susan Dorschied in the amount of \$52.06 for the purchase of supplies.
- Anthony Savastano in the amount of \$805 for legal services for the month of June.

- A reimbursement to Mr. Baker-Smith in the amount of \$178.50 for the printing of Town Meeting packet inserts.

Motion:

Mr. Shea made a motion to approve payment of the reimbursement to Susan Dorschied in the amount of \$52.06. The motion was seconded and approved by a 5-0 vote.

Motion:

Mr. Shea made a motion to approve payment to Attorney Savastano in the amount of \$805. The motion was seconded and approved by a 4-0-1 vote.

Motion:

Mr. Shea made a motion to approve payment of the reimbursement to Mr. Baker-Smith in the amount of \$178.50. The motion was seconded and approved by a 5-0 vote.

PROPOSAL FOR FUNDING

The CPC was in receipt of one proposal for the October, 2015 funding round.

Community Preservation Land Acquisition Fund May, 2015

The Town of Dartmouth is seeking \$100,000 to establish a Land Acquisition/Conservation Fund under the authority of the Selectboard. The Town would seek additional funding annually until the Fund is capitalized at \$350,000. The Committee identified several questions that they will need further information on from the sponsor. The questions include the following:

1. If the Town wishes to acquire a parcel that is valued considerably higher than the funds available, how would the balance of the purchase be funded?
2. Are there examples of missed opportunities for land acquisition where this fund would have made a difference?
3. How and when was the priority land acquisition list created?
4. Are there any properties on the list that can be used for more than one of the three allowable purposes? If so, how would a designation decision be made?

Several Committee members expressed concern that funding expenditure decisions would be made outside the control of the CPC. The details and legality of the governance of the fund will need to be researched. A letter will be sent to the Town outlining the questions and concerns identified at the meeting. They will be invited to the public hearing in August.

PROJECT UPDATES

Stone Barn Farm

The Massachusetts Audubon Society has submitted a project close-out report and final requisition to Mr. Baker-Smith. As of the date of the meeting, the Committee had not learned of

any action being taken regarding the possible ineligible use of funds for the tractor barn renovation.

Apponegansett Meeting House

Brian Hawes had submitted a Project Status Report. The roof replacement is complete, and the project came in \$6,500 under budget. The report stated that during construction, a rain storm had caused damage to the interior of the building due to an unshingled portion of the roof not having been properly covered. Mr. Hawes expected the repair costs would be paid out of the remaining project funds. Several Committee members expressed disagreement and feel those costs should be borne by the contractor. Mr. Baker-Smith will contact Mr. Hawes and Greg Barnes regarding the matter.

Historic Building Inventories

The survey is in its final phase. A vast amount of data has been collected. Mr. Baker-Smith proposed holding a joint meeting with the Historical Commission when the project is nearing its close to discuss how to use the information proactively.

Helfand Farmhouse Rehabilitation

The project Grant Agreement has been signed, in duplicate, and returned to the CPC for execution.

Motion:

Mr. Shea made a motion to authorize Mr. Baker-Smith to execute the Grant Agreement for the Helfand Farmhouse Rehabilitation project. The motion was seconded. A brief clarification discussion followed. The motion was put to a vote and was approved by a 5-0 vote.

Akin House Restoration Phase III

Dartmouth Heritage Preservation Trust had requested a change in the term of the Grant Agreement from 12 months to 18 months.

Motion:

Ms. Latimer made a motion to authorize Mr. Baker-Smith to execute the Grant Agreement for the Akin House Restoration Phase III project, with the amendment of the term from 12 months to 18 months. The motion was seconded. A brief clarification discussion followed. The motion was put to a vote, and was approved by a 5-0 vote.

O'Connor-Sisson House for Veterans (2015)

Partners in Housing has scheduled a meeting for the following Monday. It is anticipated the Grant Agreement will be approved at that time. Mr. Shea stated he would be abstaining from the vote (on the motion to follow).

Motion:

Ms. Latimer made a motion to authorize Mr. Baker-Smith to execute the Grant Agreement for the O'Connor-Sisson (House for Veterans [2015]) project, if no changes are proposed. The motion was seconded and approved by a 4-0-1 vote.

A discussion took place regarding the Memorandum of Understanding format for Town-sponsored projects. Deborah Melino-Wender drafted a format for the Housing Rehabilitation Loan and Administration Programs. Mr. Baker-Smith has discussed its contents with David Cressman, and the opinion of Town Counsel has been sought.

A discussion took place regarding the Treasurer's disbursement policy (Community Preservation Fund Appropriation Payment, Accounting and Procurement Policy). Mr. Cressman raised a question regarding the requirement of prevailing wage. Why is it necessary for every project? Mr. Baker-Smith said the Policy was created by the Town Treasurer (at the time). If the Town wants to revisit the Policy, Mr. Cressman and Mr. Barnes will be invited to a future meeting to discuss proposed changes.

A tentative date for the next meeting, which will be a public hearing, is August 18, 2015.

There was no further business.

Motion:

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

The meeting was adjourned at 8:42 p.m.

Respectfully submitted,



Susan D. Dorschied
Administrative Clerk

Approved,



Howard Baker-Smith
Chairperson