

MINUTES

August 26, 2009

Members present: Howard Baker-Smith, Chairperson
Jacquelyn McDonald, Vice Chairperson
Mark Lawton
Stuart MacGregor
John Sousa
Nancy Thornton
Barry Walker

Members absent: Charles Sisson
Lisa Tavares

The meeting was called to order at 6:36 p.m.

Motion:

Mr. Sousa made a motion to approve the minutes of the July 7, 2009 meeting. The motion was seconded and approved by a 7-0 vote.

Motion:

Mrs. Thornton made a motion to approve the minutes of the July 7, 2009 executive session. The motion was seconded and approved by a 7-0 vote.

Mr. Baker-Smith determined the minutes from the executive session will not need to be sealed.

Mr. Baker-Smith and the Committee clerk have updated the Department of Revenue project data base.

A discussion took place regarding the grant agreements. The agreements contain disbursement schedules. The initial disbursement is available upon execution of the agreement by all parties. Should back-up expense documentation be required to obtain future disbursements, or should funds be disbursed in lump sums without such proof. A grantee might receive a lump sum disbursement and not follow through with their project. Mr. Baker-Smith will discuss the matter with Attorney Matthew Thomas.

The Committee reviewed a financial report of the Community Preservation Fund provided by Claire Karvonen, the Town Accountant. Mrs. Karvonen will be invited to attend a future meeting to discuss the Committee's finances.

Mr. Baker-Smith circulated an invoice for the Allen's Mills Project from the Public Archaeology Laboratory in the amount of \$1,110.

Motion:

Mr. Sousa made a motion to approve payment of the invoice from the Public Archaeology Laboratory. The motion was seconded and approved by a 7-0 vote.

The Committee discussed project updates.

Cornell Farm

The Conservation Restriction is nearly complete. Once the restriction is in place, the final disbursement of funds will be available to the grantee. There will be an open house at the Farm on August 30, 2009. The grantee asked Mr. Baker-Smith if a Committee member would be willing to attend and say a few words. Mr. Walker and Mr. MacGregor will attend. The Trustees of Reservations will be installing a permanent sign acknowledging grantors and donors which have helped preserve the Cornell Farm.

Police Barracks Acquisition

Mr. Baker-Smith has spoken with Connie Desbiens, Executive Director of the Housing Authority, regarding the project. Legislation has been filed to sell the property to the Authority. The project is at a standstill, but once the property is acquired, Mr. Baker-Smith feels a project liaison would be beneficial.

Akin House

The grantee has received its building permit. The foundation is finished. There is much more work to be done. An acknowledgement sign is being fabricated and should be installed soon.

Apponegansett Meeting House

The Grantee has completed the stone wall. The tree work is done, and fencing has been removed. An acknowledgement sign has been erected.

Allen's Mills

Mr. Baker-Smith will invite Andy Burnes to a future meeting to give the Committee an update on the project. Dartmouth Natural Resources Trust has sent a requisition for \$20,000 for the Allen's Mills Maintenance Endowment. Mr. Baker-Smith will look into the request to determine if it is allowable under the Community Preservation Act.

Mr. Baker-Smith will invite Doris Copley to a future meeting to give an update on the Housing Rehab Fund. He will also invite a town representative to give an update on the Dartmouth Pride Equity Program.

Mr. Baker-Smith distributed a draft "Memorandum of Understanding." The agreement is between the CPC and the Historical Commission to complete an inventory of historic structures in town. The document was reviewed and discussed. The agreement was amended to include a sentence at the end of the last paragraph under the heading "Roles and Responsibilities of the CPC." The sentence will read: "Future year funding shall be subject to the availability of funds and determined by the CPC." The second and final change will occur in the third paragraph under the heading "Termination." The date of termination will be June 30, 2012.

Motion:

Ms. McDonald made a motion to offer the Memorandum of Understanding to the Historical Commission, as amended. The motion was seconded and approved by a 6-0-1 vote. Mrs. Thornton abstained from the vote.

Mr. Baker-Smith volunteered to be the liaison for the Historic Building Inventory.

Motion:

Mr. Sousa made a motion to appoint Mr. Baker-Smith as the Historic Building Inventory liaison and to authorize him to sign the Memorandum of Understanding on behalf of the CPC. The motion was seconded and approved by a 6-0-1 vote. Mrs. Thornton abstained from the vote.

The Committee discussed the three proposals for the fall, 2009 funding round.

Stone Barn Farm Preservation

The Massachusetts Audubon Society is seeking \$31,000 to develop plans for stabilization, restoration and preservation of the house and barn at 786 Horseneck Road. The Society has obtained an initial set of engineering plans for the stabilization of the barn. A historic preservation architect has done a site visit. The Society seeks to have the plans composed utilizing the assessments of the engineer and architect. The plans will guide the Society as to future action it will need to take to complete the stabilization, restoration and preservation work it seeks to do.

The CPC will request the applicant provide estimates from their engineer and architect for the proposed project. What will the public access be to the property. Mr. Sousa would like the applicant to be specific. He also wants to know the Society's ultimate goal. The applicant stated the local community will be involved in the project. The CPC will ask them to explain how. The Committee would like to discuss with the applicant the possibility of them obtaining a historic preservation restriction on the property.

Old Town Hall Restoration

The Town of Dartmouth is seeking \$235,411 to restore and rehabilitate the Old Town Hall at Russells Mills Road for adaptive reuse. Committee members' concerns included the age of the

building, the allowance of parking lot resurfacing with CPA funds, and the lease that is proposed with DCTV. Mr. Sousa believes the work should be done as a capital project. He feels this will set a precedent for future work on older town-owned buildings.

The proposal includes replacing windows and doors. CPC wants to know if those items are the originals. The application did not include any letters of support. The age of the roof, windows and doors will need to be established. The historic significance of the building will also need to be established. A qualified preservation consultant should have done an assessment. One should be retained to oversee the work being done, if the project is approved. Section P-16 is incomplete. Several other sections will need to be explained in more detail. Public access to the building is in question once DCTV is a tenant. Can DCTV solicit Comcast for additional funding.

Public Access Project at Clark's Cove

The Waterways Commission is seeking a third grant, in the amount of \$109,200, to complete the Clark's Cove Public Access Project. Part of the request is for the purchase of a small parcel of abutting land. Town Meeting voted to allot funds for that purchase. The CPC will ask for clarification. There are still funds remaining in the previous two CPC grants awarded to the applicant. An accounting of expenditures to date will be requested. Could the Commission seek additional funding from the Waterways Department's retained earnings. Have they sought funds from other sources.

The applicant provided a timeline for the project beginning in September, 2009. If this project is approved, funds will not be available until late October. The proposal could also be denied. If the applicant has already entered into a contract for the work, what will the ramifications be should the funds be received late or not at all.

Mr. MacGregor questioned the need for fencing. Other Dartmouth landings don't have fencing. The CPC is concerned about public access to the site, which a fence may prohibit, since public funds are being sought to develop it. Is there a plan for overflow parking. Mr. MacGregor feels a dock should be built. The condition of the ramp is also in question.

A public hearing is scheduled for September 8, 2009 at 6:30 p.m. Mr. Baker-Smith will send letters to each of the applicants inviting them to the hearing. They will also be informed of any documentation that is needed to complete their application as well as specific questions that will need to be answered at that time. A memo will be sent to the Selectboard and the Finance Committee informing them of the hearing.

A discussion took place regarding project signage. Ms. McDonald suggested putting the name of the project on the sign besides stating that the project has been funded by CPA funds. Mr. Lawton suggested the Committee have a logo. The size, color and how the fund should be

stated were discussed. Mr. Baker-Smith gave several suggestions he obtained from other communities' signage. The current grant agreements require temporary signs only. Should permanent signs be required of future grantees was considered.

Mr. Baker-Smith stated that the project close outs are taking place. The second Burgo grant close out is in progress. The basketball complex received funding from other sources besides the CPA. Certain invoices may not have been charged to the proper fund. Mr. Iacaponi and Mr. Burgo will have a meeting to discuss and resolve the matter.

Motion:

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

The meeting was adjourned at 9:17 p.m.

Respectfully submitted,

Approved,

Susan D. Dorschied
Administrative Clerk

Howard Baker-Smith
Chairperson