

1. The meeting was called to order at 5:03 p.m. in the Nauset Room at Town Hall. In Attendance; Posy Cameron (left at 5:45 p.m.), Julia Enroth, Jon Fuller (arrived at 5:20 p.m.), Harry Herrick, Catherine Hertz, Jane Hinckley, Alan McClennen, Cathy Southworth and Paul O'Connor.

Liaison for Finance Committee, Gwen Holden Kelly was introduced. Paul O'Connor is the new CPC member replacing John Ostman.

2. There was no public comment
3. Minutes of the July 2, 2009 minutes were approved as amended. 7-0-1
4. FY 2010 Appointments – Catherine Hertz has been sworn in for another three years. Paul O'Connor has been appointed by the Planning Board.
5. FY 2011 Application Form – Julia Enroth distributed the CPC application form for review and discussion at the September meeting.
6. Project Monitoring – Updates and Expenses
 - a. Cemeteries – Phase I & II (Julia Enroth) Assessment for Phase I has been completed. Final assessment copies have been delivered.
 - b. Academy – Phase II & III (Harry Herrick) No new information.
 - c. Open Space (Alan McClennen) The Open Space Committee has had discussions with the Open Space officials in Brewster. Brewster has executed a purchase and sale agreement to acquire 22 acres of land west of route 39 on the Orleans/Brewster town line. Brewster has approached Orleans to apply for a State grant. The 22 acres sit in the zone 2 Orleans well (all land is in Brewster). If successful with grant, 50% of funds will come from the Commonwealth. Grant application is due August 31. Orleans and Brewster will have to pay \$187,500 each. Money is in the Orleans capital plan for acquisition of open space. This will go before the Orleans and Brewster spring town meetings.
 - d. Eldredge Park (Cathy Southworth) No new information.
 - e. Town Records (Posy Cameron) There is a few thousand dollars left to be used. The clerk's office will either obtain archival boxes or begin rebinding town records, and will be done this fiscal year.
 - f. Cummings Photos (Catherine Hertz) Final invoice has been approved. Project complete. Received a thank you letter.
 - g. Odd Fellows Phase II & III (Jon Fuller) Consultant has taken a look at project and for the most part agrees with what they are doing. Alan McClennen, Julia Enroth and consultant met with Odd Fellows and contractor. Certain "minor" items do not require CPC approval, but other "major" items do require CPC approval. Alan McClennen read Eric Dray's recommendations.
 - **Item 1b Replacement Windows:** Some windows were replaced in the early 20th century – these are also wooden double-hung 6/6 sash, but have a wider muntin with a flat ended profile. Odd Fellows Hall proposes to replace these newer windows with wooden double-hung single-glazed sash which match the dimensions, muntin profile, and all visual qualities of the original windows. This proposal is a "Major" alteration which requires OCPC approval.
On a motion made by Alan McClennen and seconded by Jon Fuller it was approved to replace these windows as proposed; it is in conformity with the Secretary of Interior Standards and is in appropriate preservation treatment. 9-0-0.
 - **Item 1c Painting:** Based upon physical evidence of scraped surfaces and historic photos, Odd Fellows Hall proposes that the paint color of restored and replaced windows sash be changed from white to black.
On a motion made by Alan McClennen and seconded by Posy Cameron it was approved to support the paint color change and approve this alteration. 9-0-0

- **Item 1d Storm Windows:** New storm windows are considered a “Major” alteration which would require OCPC approval. Odd Fellows Hall is considering two approaches for replacing the existing unpainted aluminum triple-track storm windows. One approach would be to install exterior triple-track storm windows which match the color (black) of the restored/replaced windows. The second approach would be to install interior storm windows.
On a motion made by Alan McClennen and seconded by Posy Cameron it was approved that both proposals for storm windows are an appropriate preservation treatment. If exterior storm windows are selected, the CPC should ensure that the storm windows selected have narrow frames, and are properly installed with weep holes. 9-0-0
- **Item 1e Window Surrounds:** Window surrounds on the south and west elevations have a modest flared cornice detail. The windows on the east elevation do not have this detail. It appears that the three windows on the first floor of the north elevation had this flared cornice detail, but the ends were cut when vinyl siding was installed.
On a motion made by Alan McClennen and seconded by Catherine Hertz it was approved to restore the cornice detail for windows on the north elevation. The contractor will investigate whether there is evidence of such detail (shadow lines, nail holes) on the east elevation and inform CPC of the results. If evidence is found, restoration of this detail is recommended for the east elevation as well. 9-0-0
- **Item 1f Shutters:** Odd Fellows Hall plans to remove the existing non-original plastic shutters. There are no known historic images which show shutters having been originally installed. Nonetheless, when vinyl siding is removed, the contractor will investigate whether there is any evidence of shutters having been installed, i.e. evidence of shutter hardware.
On a motion made by Alan McClennen and seconded by Harry Herrick it was approved that if physical or photographic evidence is found, it is recommended that the OCPC approve properly installed replacement shutters which are the height and one-half the width of the window openings and use tradition shutter hardware (shutter dogs and pintles). 9-0-0
- **Item 2a Clapboard:** Odd Fellows Hall proposes to remove the vinyl siding and install clapboard. This alteration is considered “Major” and requires OCPC approval. Selection of clapboard siding is based upon historic late 19th century photos.
On a motion made by Alan McClennen and seconded by Jon Fuller it was approved to support the use of clapboard siding with the condition that the profile (exposure) of the clapboard siding match that seen in the historic photos, to the extent that it can be accurately calculated. 9-0-0
- **Item 2b Painting:** Odd Fellows Hall proposes to paint the clapboard siding white. There are no extant clapboards, but historic photos appear to support this color choice.
On a motion made by Alan McClennen and seconded by Jane Hinckley it was approved to support the paint color choice (white) and the OCPC should approve this alteration. 9-0-0

Alan McClennen explained the history of Phase I, II and II of the Odd Fellows.

- h. Vocalion Organ (Posy Cameron) No new information.
- i. Hinckley Affordable Housing (Posy Cameron) The contract has been awarded to John McShane. Posy would like to have a shovel turning opportunity with dignitaries before the project gets underway.
 - The CPC has a policy on not having a monitor that has any interest in the project. *On a motion made by John Fuller and seconded by Harry Herrick it was move to continue with this policy.* 9-0-0 The new monitor for the Affordable Housing project will be Catherine Hertz.
- j. Meeting House Plan (Alan McClennen) No new information.
- k. Bikeway (Jon Fuller) Julia Enroth reported that they will meet with the CPC in October. Jon reported that consultant has completed the task.

- l. Sea Call Farm (Jane Hinckley) No new information.
 - m. Historic Videos (Catherine Hertz) No new information.
 - n. COA Walkway (Julia Enroth) \$10,094.64 paid to Stearns and Wheeler for the design for the first phase.
 - o. Lifeboat Restoration (Alan McClennen) Restoration is complete. Final bill has been paid. There is a CPC sign at Rock Harbor.
 - p. Meeting House Electrical Phase II (Catherine Hertz) Final invoice approved. Project completed. Unspent funds will remain in CPC account.
 - q. Condo Purchase (Harry Herrick) No new information.
7. Updated Project Financial Report
- a. FY 2007 and 2008 closed out projects; Archive Historic Photos, Cemetery Phase I, Skateboard Park, Jonathan Young Windmill. Admin. Expenses (\$2.40).
 - b. FY 2009 closed out projects; Cemetery Restoration (\$14,000), Federated Church Fire System, OHS Electrical, OHS Ledgers, Odd Fellows Basement, Committee Expenses encumbered \$9,500 for consultant.
 - i. FY 2007 annual Town Meeting - Affordable Housing still has funds in the account. Was not transferred at Town Meeting.
 - ii. FY 2007 special Town Meeting - Route 6A funds have been transferred to new project.
 - iii. FY 2009 Affordable Housing Funds - Affordable Housing transferred to Housing Projects.
 - c. FY 2010 Report
 - i. Hinckley, \$398,000, Condo Purchase \$255,000, Housing Trust \$14,000 (in Housing Trust Account).
 - ii. Julia Enroth asked that monitors contact project representative to see where they are for the FY 2007 and FY 2008 projects that still have not been completed. Open Space and Housing are ongoing projects.
8. Key Dates / Timeline – CPC meetings 9/3, 10/1, 11/5 and 12/3
9. There was no old business to discuss.
10. New Business –
- Board of Selectmen Request Re: SB90, An Act to Sustain Community Preservation Summary; To have a minimum CPA trust fund act be 75% - original trust fund has been 100%, but has been downgraded because of a loss in fees. State Sen. O'Leary and Rep. Peake co-sponsored this legislation.
On a motion made by Alan McClennen and seconded by Kathy Southworth it was approved to authorize the chairman to draft a letter of support to the Selectmen in support of SB90. 9-0-0
 - Alan McClennen passed around a form which needs to be signed by all CPC members that authorizes Julia Enroth and Alan McClennen to sign invoices.
11. There being no further business, the meeting was adjourned at 6:20 p.m.

Respectfully submitted,

Sandra A. Marai, Secretary
Community Preservation Committee