

COMMUNITY PRESERVATION COMMITTEE

Draft: August 03, 2013

August 01, 2013

Approved: September 05, 2013

1. The meeting was called to order at 5:00 pm in the Nauset Room at Town Hall. In attendance; Judy Brainerd, Julia Enroth (Chair), William Garner, Catherine Hertz (Clerk), Jon Holt and Alan McClennen (Vice-Chair).
2. There was no public comment.
3. *On a motion made by Alan McClennen and seconded by Catherine Hertz the minutes of the June 6, 2013 meeting were approved as amended. 5-0-1 (Judy Brainerd abstaining)*
4. Julia welcomed Judy Brainerd, the representative from the Conservation Committee, as a new CPC member.

5. Status of CPC Member Appointments

- Alan McClennen is now representing the Parks Commission
- Jon Holt is representing the Housing Authority
- Bill Garner – Appointment will come before the Board of Selectmen on August 7.
- Catherine Hertz – Has two more years
- Julia Enroth – Has one more year
- Steve Bornemeier - ?
- Historical Commission and Open Space are both without representation

6. Reorganization – Chair, Vice Chair, Clerk

On a motion made by Catherine Hertz and seconded by Alan McClennen it was proposed to nominate Julia Enroth as Chair. There was a motion to close nominations. Motion passed 5-0-1 (Julia Enroth abstaining).

On a motion made by Jon Holt and seconded by Bill Garner it was proposed to nominate Alan McClennen as Vice Chair. There was a motion to close nominations. Motion passed 5-0-1 (Alan McClennen abstaining).

On a motion made by Alan McClennen and seconded by Judy Brainerd it was proposed to nominate Catherine Hertz as Clerk. There was a motion to close nominations. Motion passed 5-0-1 (Catherine Hertz abstaining)

7. Habitat for Humanity recommendations Re: Namskaket Rd. Older Home RFP Response – Leedara Zola, Director of Land Acquisition and Permitting (Judy Brainerd recused herself)

- a. Leedara reported that things are going very well; on time and on budget. Families have been selected. There will be a building blitz in September; a house a week.

- b. Older Home – Habitat did a services review of the home. Many different entities looked at the home. The Habitat Board of Directors voted to allow the demolition of the older home and build a sixth house.
- c. Issued an RFP and received a non-responsive bid from out-of-state. A second RFP went out and received a response from Trevor Kurz of Kurzhaus Designs Inc. Habitat did not receive a responsive bid by the deadline.
- d. Catherine Hertz and Jon Holt spoke in favor of Habitat's decision since they have extensive experience in this field.
- e. Trevor Kurz said that the Historical Commission voted to support his renovation of the older home. He said it would take approximately 10 months to complete the renovations.
- f. *See attached on timeline of correspondence between Habitat and Trevor Kurz.
- g. Julia reported that it's Habitat's responsibility to evaluate and deal with the RFP. The Board of Selectmen needs to approve Habitat's decision and would look to the CPC for their approval. Cannot make a "motion" (Alan would recuse himself) as there is not a quorum. Will postpone action until the September CPC meeting.

8. Review FY 2014 Budget Items – Status, Grant Agreements, Monitors, Other

- a. Affordable Housing Development Support Funds (Jon Holt monitor) - No new information.
- b. Eldredge Park Irrigation Well (Judy Brainerd new monitor) – Julia reported that they are looking to acquire an engineer.
- c. OHS Meeting House Storm Window Replacement (Steve Bornemeier monitor) – Julia reported that the CPC has a grant agreement with them.
- d. Old Firehouse Renovation Feasibility Study (Bill Garner monitor) – Julia sent them a grant agreement. Alan said that there is an RFQ for an architect. Has been put in the central register for the Town. There is a three person RFQ review committee.
- e. Academy Playhouse Renovation (Jon Holt monitor) – Spoke to Peter Earle. They have complete drawings for the renovation of the building. Deciding whether to go with the whole project or do it in sections.
- f. Committee Expenses – Parks and Recreation Plan, Signs, Other. – Julia said we need to get new signs with specific wording. The Coalition sent samples of the signs.

9. Project Monitoring – Updates and Expenses

- a. Hinckley Affordable Housing (Catherine Hertz monitor) – "Hinckley Place" sign has been put up.
- b. OHS Document/Photograph Restoration – Phases II & III (Jon Holt monitor) – Two phases are almost complete. Beginning to work on glass plates.
- c. OHS Land and Septic Survey (Bill Garner monitor) – There will be two meetings this week.
- d. Putnam Farm (Catherine Hertz – monitor) – No new information.
- e. Namskaket Rd. Housing (Julia Enroth monitor) – See previous report #7

- f. Odd Fellows Hall Restoration – Phase V (Catherine Hertz monitor) – Met with Bill Wordell, Grand Noble. They have a 501c3. Working on getting on the National Historic Registry. Received a bill for \$7,600 (architect fees) with invoice validation form.
- g. Open Space Support Funds – No new information.

10. Historical Preservation Restrictions

- a. Julia spoke to John Burlingame of the Federated Church. They have a contractor. Planning on starting in September and have been invited to the September CPC meeting.
- b. CPC is still overseeing restrictions

11. Report on 7/24 CPA Presentation by Stuart Saginor, CP Coalition Ex. Director

- a. Five members of the CPC attended the Coalition meeting in Eastham.
- b. Regional projects are being pushed.

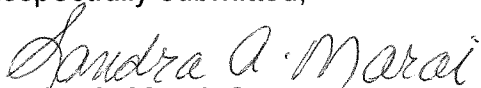
12. Monthly Financial Report and End of Fiscal Year Matters

- a. OHS Document/Photograph, OHS Septic and Putnam Farm are the three oldest projects. Will ask applicants to come to an October or November meeting to give an update.
- b. Julia reviewed monthly and year end financial reports.

13. Key Date / Timeline – Regular CPC Meetings 9/5, 10/3 (Julia unable to attend) 11/7, 12/5 – Meeting times will be addressed at a later date.

14. There being no further business, the meeting was adjourned at 6:38 pm.

Respectfully submitted,



Sandra A. Marai, Secretary
Community Preservation Committee

*Supporting material on file at Town Hall