

Community Preservation Committee

September 13, 2010

MEMBERS PRESENT; Mr. Bulman, Mr. Gates, Mr. Roberts, Mr. Scott, Mr. Snow (arrived 7:07), Mr. Wood

OTHERS PRESENT; Kathleen Donahue, Eric Richman, Paul Sharry

I Call to Order 7:05 PM

II Acceptance of Agenda - MOTION by Mr. Roberts, SECOND by Mr. Wood and UNANIMOUSLY VOTED 5-0 to accept the agenda as submitted.

III New Business – General Awareness Campaign; Mr. Bulman informed the members that Mr. Paley is working on a proposal for March Town Meeting to reduce CPA funding, and Mr. Decesare would like to eliminate CPA altogether. Mr. Bulman feels it's important to get the message out about what CPC has done for the Town and what it can do for the Town in the future. Mr. Bulman said he would write a letter to the Editor of the Scituate Mariner introducing the web site and informing the public that the applications are open for this year. He may mention the purchase of the Bates House also. Mr. Bulman went onto say that he would like to take the contents of the web site and turn it into a mailable, one page brochure/handout highlighting why CPA is important, especially in the future, given the projected budget constraints. Mr. Bulman cited as an example something similar to the newsletter that Maxwell Trust sends. Mr. Roberts suggested that it would make sense to have applicants who have received funds from the CPC to show their support. Mr. Bulman said he had spoken with Ms. Vitelli, Director of the Scituate Recreation Dept., and he sent an email to Mr. Leavitt (previous CPC liaison for the Historical Commission) as both groups have benefited significantly from CPC. Mr. Bulman went on to say that there is a broader base for support other than the immediate members of the groups who have received CPC support. Perhaps these organizations could put something in their newsletter asking for a show of support at Town Meeting. He feels it's critical to 1) make them aware of all the projects CPC has supported, and those they have not 2) make them aware of the proposed changes to CPA funding and 3) make them aware how that reduction in funding will affect projects in the future. The end result being that they will turn out at Town Meeting and vote their support for CPC. It was suggested that the CPC also look to the harbormaster, the conservation commission and other open space projects for support; ideally having a show of support from several different sections of the community, in addition to CPC's own campaign. Mr. Sharry said that the Recreation Dept. does four mailings a year and that their brochures go to every household in Scituate and perhaps something could be attached to their mailings. Ms. Donahue suggested that the CPC get in contact with the CPC in the towns of Hingham and Marshfield with regard to how they approached reduction or total elimination of CPC. Mr. Bulman said he had spoken with the Chairman of Hingham but he will contact him again. Mr. Bulman said he hoped to see letters to the editor from organizations like the Recreation Dept and Historical Society about the benefits of the CPC as opposed to CPC promoting itself. Mr. Bulman reported that Ms. Vinchesi is aware of the proposed article by Mr. Paley and she was keeping him abreast of the situation. Mr. Bulman went on to say that there are time constraints within the CPA, so even if Mr. Paley gets enough signatures to put the article on the warrant, if he doesn't obtain them within those time frames, Town Counsel may have to say it is not legally allowed.

Project Close-Out Reports and Project Files – Mr. Bulman asked the members to refer back to the master spreadsheet that listed every approved project from inception of the CPC. He asked Ms. Crowell to make sure there was a file for every approved project, and that it contains the application and any additional paperwork relative to it as well as the Town Meeting article and vote pertaining to that project. The last item in the file should be the close-out report that is signed by the applicant stating that the project is done, verifying the amount of money spent and signed off on by a member of the CPC. There was discussion among the members as to the format of the close-out report and Mr. Bulman

said he would like to take the report that Nantucket uses and work with that, customizing it to fit the needs of Scituate. Mr. Scott agreed to produce a form of close out report for the Committee's consideration.

Acceptance of the Minutes – MOTION by Mr. Scott, SECOND by Mr. Wood and UNANIMOUSLY VOTED 6-0 to accept the minutes of July 12, 2010 as amended by Mr. Bulman.

MOTION by Mr. Scott, SECOND by Mr. Roberts and UNANIMOUSLY VOTED 6-0 to accept the minutes as amended by Mr. Bulman.

Before moving onto Old Business Mr. Bulman asked if any member of the audience had any questions or concerns. Ms Donahue inquired into the application process and Mr. Bulman explained the process and mentioned if there was a question about the eligibility of a project an Application of Eligibility could be filed first before going through the lengthier process of the application it's self. Ms. Donahue wondered if an appraisal should accompany an application. Mr. Bulman said any supporting documentation is always good but the CPC would have to get an independent appraisal regardless.

Mr. Roberts asked to have the process for reviewing the RFPs for the survey work on the Bjorklund and Wheelwright properties clarified. Mr. Bulman said that he had written the RFP, Mr. Cafferty, from the Engineering department, had reviewed it and put it in the Town format, and Ms. Vinchesi approved it. It was sent out on Aug. 10, 2010 and three companies submitted proposals; which Mr. Bulman has received copies of. He does not have the price quotes however. It is now up to the CPC to rank the proposals. Mr. Bulman cautioned and reminded the members that the survey is to be a boundary survey not just a perimeter survey. The surveyors are not to use just the assessors' information. Mr. Bulman asked the members to evaluate the RFPs and be ready to award the contract at the next meeting on October 13, 2010.

Old Business - Mr. Sharry reported that the Recreation Department did their due diligence, explored every possible option and idea, in order to build a softball field on the proposed location in front of the high school. He confirmed that it is not going to be possible at the original mapped location and the Recreation Dept. is now exploring other ideas in the same area but somewhat adjusted in location. He presented a conceptual drawing that shows the location of the softball field in the area where the playground and bus parking are currently located. Mr. Sharry pointed out that the Town owns much of the land between where the buses park now and Utility Rd. If the softball field was to be located in that area, it would require relocating the playground. He went on to say a Selectman had been approached about a piece of landlocked land that attaches to the athletic fields behind the high school. It is 35,000 square feet assessed for \$1600 and the current owners would like to get rid of it. He informed the CPC that he may be submitting an application for the funds to purchase that land, if the owners decide not to donate it. Mr. Wood questioned if this idea would qualify for CPA funding. Mr. Bulman stated that it would because you would be putting the playground on a parcel that was not previously in recreational use and the same for the softball field. Mr. Bulman cautioned Mr. Sharry that the conditions of the original vote state that if the project doesn't begin within three years the funding automatically expires.

Mr. Bulman asked Mr. Gates to follow up with the Historical Society and Mr. Leavitt with regard to attaching CPA funded signs to historical properties. He would like to have them posted before the Town Meeting in March. Mr. Scott consulted with Mr. Kukstis, who made the signs for the Historical Society, and Mr. Kukstis drew up a few sketches for review. The samples that Mr. Scott presented named the project, and Mr. Bulman suggested a simple generic sign that said Funded by Town of Scituate CPA was sufficient. Additionally, it would be more expensive to have customized signs made up. After discussion it was decided that Mr. Kukstis would make one sign with the Town Seal applied. When it is completed Mr. Scott will bring it and at that time the members will review the list of projects and decide which projects should have signs.

General Business – Mr. Bulman informed the members that he had received a letter from Mr. Trafton stating he was no longer on the Housing Authority and therefore would no longer be serving on the CPC.

Mr. Wood asked what the status was of the trail on the riverside of Dunkin Donuts that is supposed to connect with the restored wetlands. Mr. Snow reported that the Conservation Commission is working on that project, looking for volunteers and some money to finish the bridges. Originally there was going to be one crossing and now there are two and they are wider than anticipated.

MOTION by Mr. Scott, SECOND by Mr. Bulman and UNANIMOUSLY VOTED 6-0 to adjourn the meeting.

Respectfully Submitted,

Karen Crowell