



CPC Meeting Minutes
December 10, 2012
WPA Building, N. Scituate, Massachusetts

Members Present: Mrs. Lisa Halbower-Fenton, Chairperson, Mr. Bill Limbacher, Mrs. Marla Minier, Mr. Harvey Gates, Mr. Joshua McKain, Mr. Dave Smith, Mr. Rob McCarry

Other Present: Joe Wood, Kathleen Curran, Elizabeth Foster, Karen Joseph, Al Bangert, Dave Ball, Laura Harbottle, Bernice Brown

- Call to order 7 pm
- Acceptance of Agenda- Motion by Mrs. Minier, Second by Mr. Smith, and all voted in favor to accept the agenda as submitted.
- Presentations:
 - 1) Foster Archives- The archives support and preserve the history of the properties in the town and can be viewed by the community. The discussion began by addressing the storage shelves need in the archives. Part of this project is using funding to add shelving to the first archive room that stores older records. The shelves would complete the system presently being utilized in the room for storage in the basement of Town Hall. Mrs. Foster stated that the shelving is portable and can be moved. Lisa asked for George to contact the Coalition for their guidelines on this project. The discussion changed to alternatives to microfilm. Mrs. Foster said that the permanent retention of town records is determined by the Commonwealth of Massachusetts. Microfilm is the approved standard for archiving records by the state. A digital system can only be used as a secondary source. Microfilm is also the national required system used by Washington. Digital archiving lasts between 4 to 6 years and microfilm lasts longer. Mrs. Foster brought copies of the books that need binding. The books contain recordings from the Assessor's Office pertaining to taxes and land assessments on Scituate properties. They reflect the history of the houses and the land they are on. The state requires the books to be permanently retained; they can be rebound or placed on microfilm. Archiving requires two copies of records, one kept on site and the other stored off site. Therefore, there is the need for a hard book copy and microfilm. Presently, archiving is completed for records from 1850-1949. This project will complete the process up to 2005. There is a gap in the records from 1990-2000. After 2005, there is no longer a need to keep bound copies because information is available on line. There are a total of 114 books to archive. The estimated cost for archiving is \$24,000, which includes a \$6,000 for contingencies. The Acme Book Binding Company can bind and hard stamp books for \$205 per book. The cost for the photocopies of the 10 missing years is \$2,000. The company, King would do the microfilm and store the hard copy of the book. How long King would store the records for free is unknown. Presently, the microfilm version of records is kept in the library. The total cost of the project is \$55,000, which includes binding, microfilm, shelving and a microfilm reader. Mrs. Foster said the project could be broken up into two phases.
 - 2) Bangert Country Way Trail- The project is a continuation of developing walking routes throughout the town. CPC funds have been used on the past to close gaps in walking routes. The Country Way road is not safe for walking. The proposed trail would connect Scituate's town center to Greenbush, schools and historical sites like Lawson Tower, Little Red School House. This trail is one of the top 25 trails that would complete the connection of these areas. Mr. Bangert felt that the three mile loop also provides recreational opportunities for the community. The DPW would incur the cost of the engineering for this project at an estimated cost of \$133,000. The project could be done in a 2 phase approach. The trail



would be similar in appearance to the Driftway trail; however it would not be as wide. Mr. Bangert presented the committee with a slide show of the Driftway trail as a visual aid. There would be granite curbing, red caps for vision deficiencies, ramps for handicap access, and replanted trees. The trail would be placed on the westerly side of Country Way. It would cross Country Way by Fitts Mill than connect to the bridge which leads to the Greenbush train station. The trail will end at Old Country Way. This project has support from the Recreation Commission, Sustainable Scituate, and the Selectmen's Office. The Planning Boards did not vote on the project. Lisa would like to address the Planning Board, on how CPC supported similar projects in the past and how this project is compatible with the Grand Loop. The 2phase approach was discussed in order to defer the cost. The total amount being requested for this project is \$745,000. A portion of the cost is for the \$20,000 to pay for an oversight person. Lisa ask if Mr. Bangert could give the committee an updated sidewalk study, the Planning Board be addressed, and a review of the Phase 2 funds allocated for the Driftway trail.

- 3) Harbottle Scenic Road Signs- Laura Harbottle, Town Planner and Karen Joseph, Town Planner Associate gave this presentation. Scenic roads are designated by town meeting. Scenic roads consist of old stone walls and trees that date back to the 18th century. They are considered to be historic. The scenic designation protects the walls and trees along the roadway and is regulated by the state. Scituate has 12 scenic roads with 52 locations that require signage. These roads were voted on at the 1974 town meeting. Mrs. Harbottle feels the walls along these roads are not being protected because the public cannot identify them as scenic. Presently, there are sign projects being implemented in the town. The committee would like the graphics for this project to be uniform with what is presently being done. The requested cost for this project is \$12,500 and the DPW would install the signs.
- 4) Historical- The presentation for the historical projects was given by Mr. Ball.
 - a) Cushing's Shay- The shay is a carriage that was pulled by long horses and was owned by Chief Justice Cushing. The shay dates back to 1920. The carriage is structurally sound however the upholstery was destroyed. Hanson Wagon Wheel from South Dakota estimated that cost to restore the shay was \$40,000-\$50,000. This estimated was based on pictures sent to them of the damage. The Historical Commission will give \$5,000 toward the project. The Supreme Court in Washington DC is considering housing the shay for a year. There is a question of where the shay will be stored after restoration. The committee felt it would not be prudent to spend money restoring the shay and have it sit in the basement of town hall. The shay could be used in the Memorial Day parade and other town sponsored events. It was suggested that the shay be place on display in the proposed new town hall building. The shay is 12' long and 75/78" wide.
 - b) Gravestone Restoration- The requested funding for this project is to restore the gravestones of Abigail and Rebecca Bates. It also includes the restoration of the gravestones of their father Semean and grandfather Rubin. These gravestones have historical significances. In June of 1814, Abigail and Rebecca chased the British out of Scituate harbor and Semean fought in the Revolutionary War. The estimate from Fannin-Lehner Preservation Consultants, for the restoration is \$4,100 for three stones. A quote to do all four gravestones is needed. This includes straightening up the stones, permitting, restoring, and refinishing. They lay in the town owned public cemetery. The project would go out for bid if chosen to be supported by CPC.
 - c) Lawson Tower- This project has 2 parts to it. Part 1 is to check for maintenance needed and part 2 is to do the required restoration at the top of the tower. Part 1 requires a man-lift to be rented in order to inspect and access the maintenance that needs to be done. The cost to rent the man-lift for the week is \$10,000 which includes the delivery and pick up charge of the lift.



Part 2 is for the wages paid to the workmen which totals \$6,000. The two men need would be paid \$75 per hour. They will paint, lubricate, and fasten the finials and weathervane. The windows may need to be rehanged. The town has already invested approximately \$750,000 in 2004 to restore the tower. The tower has not been evaluated in the past eight years. It is prudent to keep the tower maintained. Essential, two men need to go up to the top of the tower to assess the work that needs to be done and then do the required maintenance. The cost of the crane needs to be evaluated, it needs to be determined of a 150ft or 200ft crane is needed to reach the top of the tower.

- d) Lighthouse Journals Restoration-This project is for the restoration of the lighthouse journals from 1904-1924. The journals contain 2 volumes of daily weather logs and shipping and cargo vessels going in and out of the harbor. They are in fragile condition. The restored journals would be kept at the lighthouse for public viewing in a glass case. The microfilm copy would be stored at the Little Red Schoolhouse. The estimated cost for the restoration of the journals is \$2,700.
- e) Little Red Schoolhouse Roof- The Little Red Schoolhouse is the first high school built in the town in 1893. The roof is leaking and is over 30 years old. Green and Robinson quoted \$31,500 to put a new roof on the schoolhouse

- CPC Plan- The committee needs to draft a plan for determining projects and monitoring them to completion. The plan needs follow the guidelines set by the Coalition. The state is starting to check on towns to insure that conservation requirements are being met. The committee needs to have a proactive attorney for guidance. Conservation and historical restrictions need to be determined for projects prior to CPC signing off. The CPC plan should to incorporate the town's master plan; however the plan should detail specific methodology for project implementation. The Planning Board can aid in determining how to establish priorities for projects. Lisa asked for three members of the committee to work on creating the plan. These members will need to review the town's master plan. They will draft a plan which will then be edited and reviewed by the committee. Lisa, Bill, and Marla agreed to do this work after the application process is over.
- Housing Coordinator- Lisa will speak to the Housing Authority about placing an article for town meeting. The article will ask for approval on the coordinator position and the funding for it. This will be a contracted position. The person will work with the Affordable Housing Trust on behalf of the CPC. The goal of the position is to follow projects supported by the trust to completion. The hope is that person will help drive the project. Specific goals will be set in the individual's contract. This person will act as a consultant. They will not be an employee. The article will require a dollar figure attached for the position. The funding for the position will come from the money allocated for housing. Lisa will talk to the Coalition for guidance.
- Signing of invoices.
- Next meeting January 8, 2013 and 7 pm at the WPA Building in North Scituate.
- Adjourn 9:50 pm. Motion by Mr. Gates, Second by Mrs. Miener, and all were in favor.