

TOWN OF SCITUATE



600 Chief Justice Cushing Hwy.
Scituate, Massachusetts 02066
Fax (781) 545-8704

CPC MEETING MINUTES
January 14, 2013
GAR HALL, Country Way, Scituate

Members Present: Mrs. Lisa Halbower-Fenton, Chair, Mr. Harvey Gates, Mr. Joshua McKain, Mr. Dave Smith, Mr. Rob McCarry, Mr. George Trafton, Mr. Frank Snow

Other Present: Jennifer Vitelli, Erik Richmand, Gary Meyerson, Michael Westort, Steve Svensen, Paul Sharry

- Call to order 7:05 pm
- Acceptance of Agenda motion Harvey Gates and second by Josh McKain, all were in favor.
- Write Ups- Example s of write ups for the Town Warrant was pasted out by Lisa. Committee members can also go to the town website and refer to last April's Town Warrant to see how CPC write ups are done. Lisa asked that the project titles be consistent with the drop box titles. The application summary needs to be short. The summary needs to include funding and how the application fits into town goals. Each member is responsible for the write up of the project they acted as liaison for. The write ups will be reviewed and edited by the committee. Completed write ups are needed by the end of February. They are posted in the Mariner by the second week of March according to Michael Westort, Advisor.
- Project Reconciliation- Past projects need to be reconciled because statute of limitation may have run out. The projects need to be closed out with in a three year time period if there has been no activity. Any money that was allocated for the project which is deemed closed is placed back into the CPC funds. Lisa assigned each committee projects that need to be reconcile and their status determined. The list of project assignments is below.



Town of Scituate

From Date: 7/1/2012 To Date: 10/31/2013

Fiscal Year: 2012-2013 Mask Include pre encumbrance Print accounts with zero balance Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Bud
025.177.0895.3700.0181.0000	close → Marine Park Landscaping	\$11,246.29	\$0.00	\$0.00	\$11,246.29	\$0.00	\$11,246.29 100.00%
	SCHEDULE: TOWN MEETING 2005 - 0205	\$11,246.29	\$0.00	\$0.00	\$11,246.29	\$0.00	\$11,246.29 100.00%
025.177.0897.5860.019A.0000	LAF → Driveway Bike/Pedestrian Path	\$5,491.06	\$0.00	\$0.00	\$5,491.06	\$0.00	\$5,491.06 100.00%
025.177.0897.5860.019B.0000	close → EGYPT PARK	\$4,044.95	\$0.00	\$0.00	\$4,044.95	\$4,044.95	\$0.00 0.00%
	SCHEDULE: TOWN MEETING 2007 - 0907	\$4,044.95	\$0.00	\$0.00	\$4,044.95	\$4,044.95	\$0.00 0.00%
025.177.0908.5890.019A.0000	H.G. Stockridge Old Mill	\$28,852.00	\$4,094.00	\$4,094.00	\$22,568.00	\$2,000.00	\$20,568.00 71.33%
025.177.0908.5890.019B.0000	H.G. Historic Survey	\$18,000.00	\$0.00	\$0.00	\$18,000.00	\$0.00	\$18,000.00 100.00%
025.177.0908.5890.019F.0000	B.L. Scituate Martha Park/Renovate	\$43,582.54	\$36,531.77	\$36,531.77	\$7,050.77	\$0.00	\$39,481.00 90.61%
025.177.0908.5890.019G.0000	H.G. Misting Shade	\$36,439.48	\$14,330.00	\$14,330.00	\$22,109.48	\$1,000.00	\$21,109.48 57.93%
025.177.0908.5890.019D.0000	LHF Driveway/River Public Acce	\$47,244.16	\$0.00	\$0.00	\$47,244.16	\$0.00	\$47,244.16 100.00%
	SCHEDULE: TOWN MEETING 2008 - 0808	\$171,900.66	\$34,825.77	\$34,825.77	\$116,575.19	\$3,000.00	\$113,575.19 66.30%
025.177.0909.5890.0192.0000	close → Elks House Net/Registrar Lis	\$60.00	\$0.00	\$0.00	\$60.00	\$0.00	\$60.00 100.00%
025.177.0909.5890.0192.0000	RH & DS → Seaball Field Construction	\$314,150.00	\$0.00	\$0.00	\$314,150.00	\$0.00	\$314,150.00 100.00%
	SCHEDULE: TOWN MEETING 2009 - 0909	\$314,200.00	\$0.00	\$0.00	\$314,200.00	\$0.00	\$314,200.00 100.00%
025.177.0910.5890.0193.0000	close → Acquisition/Whaamnght Property	\$5,000.00	\$1,195.00	\$1,195.00	\$3,805.00	\$0.00	\$3,805.00 76.10%
025.177.0910.5890.0193.0000	H.M. Baptist Church Nat. Register	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00 100.00%
025.177.0910.5890.0193.0000	close → Baptist Church Records - Present	\$8,000.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00 100.00%
025.177.0910.5890.0193.0000	G.T. → Town Archives Presentation	\$10,000.00	\$7,375.91	\$7,375.91	\$2,624.09	\$0.00	\$2,624.09 26.24%
025.177.0910.5890.0193.0000	close → Harbottle	\$7,700.00	\$7,700.00	\$7,700.00	\$0.00	\$0.00	\$0.00 0.00%
	SCHEDULE: TOWN MEETING 2010 - 0910	\$25,700.00	\$24,268.91	\$24,268.91	\$11,490.93	\$0.00	\$11,490.93 44.70%
025.177.0911.5890.0195.0000	close → Acquisition/Cradle Property	\$68,400.00	\$4,716.95	\$4,716.95	\$63,683.05	\$0.00	\$63,683.05 93.12%
025.177.0911.5890.0195.0000	close → Acquisition/Hubert Preserve	\$219,650.00	\$20,196.70	\$20,196.70	\$199,453.30	\$0.00	\$199,453.30 90.81%
025.177.0911.5890.0196.0000	F.S. → Lawson Oeta Pitaris Renovation	\$945.00	\$0.00	\$0.00	\$945.00	\$0.00	\$945.00 100.00%
025.177.0911.5890.0196.0000	Joh → Restoration/Pause of Gates St	\$38,443.53	\$19,589.38	\$19,589.38	\$18,854.15	\$0.00	\$18,854.15 49.18%
025.177.0911.5890.0197.0000	F.S. → Restoration No Scituate Train	\$169,392.26	\$0.00	\$0.00	\$169,392.26	\$0.00	\$169,392.26 100.00%
025.177.0911.5890.0197.0000	H.M. → 37th Anniversary Publication	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00 100.00%
025.177.0911.5890.0197.0000	H.G. → Scituate Lighthouse Records	\$8,884.43	\$0.00	\$0.00	\$8,884.43	\$0.00	\$8,884.43 100.00%
025.177.0911.5890.0197.0000	LHF → Teak Sherman Community Garden	\$1,122.26	\$0.00	\$0.00	\$1,122.26	\$1,122.26	\$0.00 0.00%
025.177.0911.5890.0197.0000	R.H. → Community Park & Playground	\$287,000.00	\$0.00	\$0.00	\$287,000.00	\$0.00	\$287,000.00 100.00%
025.177.0911.5890.0197.0000	B.L. → Gamet Road Path	\$16,519.75	\$83,704.35	\$83,704.35	\$16,519.75	\$0.00	\$16,519.75 100.00%
025.177.0911.5890.0197.0000	Joh → Sewal/Reinforcement Repair	\$489,321.46	\$4,083.51	\$4,083.51	\$485,237.95	\$32,169.78	\$453,068.17 92.61%
	SCHEDULE: TOWN MEETING 2011 - 0911	\$2,188,538.35	\$21,291.24	\$21,291.24	\$1,877,245.21	\$33,292.02	\$1,843,953.29 84.67%
025.177.0912.5890.0198.0000	close → Higgins MacAlister Property	\$651,000.00	\$4,600.00	\$4,600.00	\$646,400.00	\$0.00	\$646,400.00 99.29%
025.177.0912.5890.0198.0000	close → Nicolas Wade Preserve - Libn	\$187,500.00	\$0.00	\$0.00	\$187,500.00	\$0.00	\$187,500.00 100.00%
025.177.0912.5890.0198.0000	close → Lind Property	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00 100.00%
025.177.0912.5890.0198.0000	close → Semirelli Property	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00 100.00%
025.177.0912.5890.0198.0000	close → Boscini Property	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00 100.00%
025.177.0912.5890.0198.0000	close → Elks House Facade	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00 0.00%
025.177.0912.5890.0198.0000	close → Restoration of William Cushing	\$14,980.00	\$5,075.25	\$5,075.25	\$9,904.75	\$0.00	\$9,904.75 66.44%
025.177.0912.5890.0198.0000	H.G. → Restoration of Light House Led	\$5,075.00	\$0.00	\$0.00	\$5,075.00	\$0.00	\$5,075.00 100.00%
025.177.0912.5890.0198.0000	close → Old Oyster Suctal House Restora	\$30,000.00	\$14,000.00	\$14,000.00	\$16,000.00	\$0.00	\$16,000.00 53.33%
025.177.0912.5890.0198.0000	LHF → Scituate Historic Blue Hill	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00	\$0.00	\$0.00 0.00%
025.177.0912.5890.0198.0000	LHF → Teak Sherman Community Garden	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00 100.00%
025.177.0912.5890.0198.0000	R.H. → Seaball Field	\$194,000.00	\$0.00	\$0.00	\$194,000.00	\$0.00	\$194,000.00 100.00%
025.177.0912.5890.0198.0000	F.S. → Bales Lane and Holywell Park	\$50,000.00	\$0.00	\$0.00	\$50,000.00	\$0.00	\$50,000.00 100.00%
	SCHEDULE: TOWN MEETING 2012 - 0912	\$987,250.00	\$26,009.24	\$26,009.24	\$961,240.76	\$0.00	\$961,240.76 97.37%

- Open Space Update-Laura Harbottle has quoted \$10,000 to \$20,000 to update the Open Space Plan. The committee is willing to fund \$7,500 or up to 50% of the cost which needs to be voted on. The committee questions why Town Hall is asking for CPC to fully fund the update when in the past it was fully funded by the town. Frank and Bill have agreed to get more information from Town Hall. Lisa would like the details by the January 29th meeting. A vote will be taken at that time.
- Recreation Presentations:



- 1) Three BBall Court Improvements-This application is requesting funding to improve three town basketball courts located at Wampatuck School, Cushing School, and Humarock. These existing courts are not being utilized by the community because they are in a state of disrepair. The courts are between 20 to 30 years old. Upgrading the courts is relatively inexpensive and great source of recreation for the community. The Recreation Department believes the improvements will revitalize both open space and recreational areas. The Recreation Department feels that the restoration will “help to unify and foster community pride.” The restoration of existing recreational areas is part of the town’s Master Plan. Presently, there is a great need to update existing recreational facilities. The improvements to the courts are estimated at \$153,000. A cost itemization was presented to the committee. The improvements entail: removal and disposal of existing surfaces and equipment, improving subgrade and add base, installing of new playing surface, poles, backboards, baskets, one bleacher section per location, and replacement of disturbed and or missing landscape in the area. Visuals of the deteriorated courts were shown to the committee. The Scituate Basketball Association supports this application.
- 2) SHS Athletic Complex- This application is requesting funds for the lighting of the Scituate High School/Recreation Athletic Complex. By lighting the complex, the usable practice and game time for many youth and high school sports teams would be extended. The lighting would provide a safe environment for walking after dark and increase the available usage hours for the Skate Park. The extension of field usage will help to relieve pressure on existing field space and preserve green space. The project is consistent with the town’s Master Plan, which is to provide recreational facilities that meet with the growth demands of the town. The Reidy Foundation donated \$190,000 for the first phase of the project. Phase I lit the High School Varsity Baseball field. This application is requesting funding for the second phase. Phase II would create lighting for the JV Baseball field, practice football field, the back soccer/lacrosse field, Skate Park, and In-line Skate Park. Phase II will “piggy back” on the infrastructure of Phase I. The lights will be managed by the Recreation Department. A permit acquired from the Recreation Department will be need for usage. The Recreation Department will manage permit times. The fees collected from the sale of permits are made payable to Scituate High School. The Recreation Department has met with abutters to the fields to gain support for the project. The lights will be used up to 10 pm. Aphrodite shrubs will be planted to act as a buffer. There are already some of these shrubs planted along the backfield. Presently, the fields are being lit by noisy temporary/portal diesel lights. The cost of the project is estimated to be \$225,000, which includes poles, bulbs, and all hardware. Lisa felt that the lighting will provide the best “bang for the buck” because by lighting existing fields extends usage. The project has support from Scituate Little League, Scituate Youth Football, Scituate Youth Lacrosse, Scituate Soccer Club, Scituate Police Department, and Friends of Scituate Recreation.
- 3) Central Park Fields-These two softball fields are used extensively by the town. The infields are in desperate need of extensive repair. The infield materials are bad and injurious to play on. These fields are also used for other events in the town. The project will provide a safer facility to play softball and is consistent with the town’s Master Plan. The improvements are part of a two phase project. The application is requesting funding for the first phase. The project entails: removing and replacing infield materials to meet recognized standards for safety, will provide a means for watering which controls dust and reduces wind erosion, repair /replace fences and benches, and the building of a pavilion which will provide bathroom facilities and storage. This phase will cover the cost of the engineering and structure of the pavilion. The bathrooms will be roughed in and not completed at this time. The size of the building is proposed to be approximately 22 by 24. Jennifer Vitelli said the DPW would oversee and the engineering would be supervised by the Town Engineering Department. The question of an oversight charge needs to be addressed. The renovation of the infields will bring the fields up to



the American Softball Association (ASA) standards. Drainage to the infields will be added and DuraEdge the recommended ASA mix will be used. The fields are maintained by the groups that use them and CPC funds cannot be used for maintenance. The last time the town upgraded the fields was 10-12 years ago. At that time the DPW graded and to dressed the infields. There is no drainage under the diamond which creates a safety issue. Lisa said that there are drainage issues with the lot. The estimated drainage cost of \$6,000 is for the diamonds only. The DuraEdge mix would be used because it is more stable and requires less watering. The total cost for the project is \$127,000. Gary Meyerson was going to check to see if there is a need for a contingency to be added to the cost. The project is supported by Scituate Girls Travel Softball, Scituate Soccer Club, Men's Senior Softball, Scituate Housing Authority, and Scituate Youth Center.

The Recreation Department has prioritized these projects as follows: 1) Scituate High School Athletic Complex, 2) Central Park Fields and 3) Three BBall Improvements.

- Seawall Application- Lisa assigned the Seawall Application to Josh McKain. In 2011, CPC funded \$459,000 for the reconstruction of the seawall around the lighthouse. CPC funds were used because the seawall protects the lighthouse which is a historical site for the town of Scituate. Kevin Cafferty wants to amend the funding for an additional \$200,000. This request for additional funding is late. An amendment needs to be written into the warrant as another item, then at Town Meeting it will be voted on. Frank said the original funding of the seawall was for the protection of the lighthouse and its immediate area. CPC funds cannot be used to extend the wall further north because only the parts of the wall which protect the lighthouse can be supported. Josh will get more information on the request for additional funding for next meeting.
- Affordable Housing- Lisa spoke to Shelly Goehring from the Massachusetts Affordable Housing Alliance, for advice on the wording of the Consultant position for the Affordable Housing Trust. Shelly will come and address the committee on the position and how to do a posting for the position. Lisa will invite Joe Norton and members of the Affordable Housing Trust to the presentation. Lisa would like an action plan in place by February, so the funding request for the Consultant position is on the Town Warrant.
- Next meeting January 29, 2013 and 7 pm at the GAR Hall, Country Way, Scituate. The committee will vote on applications. Liaisons will present a quick project overview before each vote. Lisa asked that committee members rate their respective projects on a scale of 1-5 about how they feel about the project.
- Adjourn 9:05 pm. Motion by Lisa Halbower-Fenton, Chair, Second by George Trafton, and all were in favor.