



CPC MEETING MINUTES
October 7, 2013
GAR Hall, Country Way

Members Present: Mrs. Lisa Halbower-Fenton, Chair, Mr. Joshua McKain, Mr. Stephen Coulter, Mrs. Marla Minier, Mr. Harvey Gates, Mrs. Camille Wells

Other Present: Cynde Robbins, Henry Dieselman, Lori Dieselman, Todd Breitenstein, Michelle Cote

- Call to order 7:05 pm
- Acceptance of Agenda- Motion was made by Camille Wells. Second Harvey Gates. All in favor.
- Acceptance of Minutes- Motion was made by Marla Minier. Second Harvey Gates. All in favor.
- Shore Acres- Lisa introduced Mr. Henry Dieselman from Shore Acres to the committee. Mr. Dieselman mailed an inquiry to Lisa requesting advice on usage of the Shore Acre property which could be supported by CPA funding. Mr. Dieselman presented the committee with a copy of the deed and the plot plan of the property. Shore Acres has a corporate charter which was established in 1953/58. It is a non-profit group whose function is to do good deeds for the community. The clubhouse on the property is used for various community events. The corporation existed prior to the clubhouse. There are no dues to participants. The corporation is very informal however their membership is dwindling. It is because of this dwindling membership that the corporation is looking for other ways to support the community with the Shore Acre property. The clubhouse requires improvements and the corporation would like to take advantage of the property acreage. The property is on Bradford Avenue by the water and it consists of four lots. The clubhouse is on the corner of Egypt and Bradford Streets and it was built in 1972/74. This is the seconded clubhouse the first one was destroyed by fire. Mr. Dieselman showed the committee pictures of the clubhouse. He explained that the corporation is seeking alternative usage for the 25,000 square feet of property at the end of the pond. The property is off of three private roads by Egypt Beach and woodlands. There is no access on Winslow Street and parking is in the sand. The corporation had an assessment done on the property. They would like to work with the town and use the property for an area playground or basketball court. They need to stay within the context of the corporate charter with whatever usage is determined. Lisa explained to Mr. Dieselman how Scituate CPC was established in 2002 and that with the surcharge as well as the state match funds are approximately \$1M per year. The funds are allocated for usage in the categories of Open Space, Recreation, Historical, and Affordable Housing. Lisa



felt that the Shore Acre project could fall under the category of Recreation. She explained that the corporation needs to decide on the project they are interested in pursuing and for this year's funding and application needs to be submitted by November 1st. The application is on the CPC website, scituatecpc.org. She suggested that Mr. Dieselman contact Rob McCarry and Dave Smith, who are committee liaisons for Recreation. She felt that Dave and Rob could provide assistance with a basketball or field project especially since they worked on two such projects which were voted in this past fiscal year. They would be able to provide a general idea on cost and may have other suggestions for recreational use of the property. Lisa also suggested that Mr. Dieselman go to the Community Preservation Coalition website to review the criteria for Recreation projects. Lisa reviewed with Mr. Dieselman the application process for CPA funding. The committee felt that a project in this area of town would be nice to support. Lisa also suggested that Mr. Dieselman schedule to get on the Conservation Commission's meeting agenda in order to determine property restrictions since there is wetland involvement with the property. Lisa mentioned that it will be important to have Conservation approval for any project in this area. Harvey asked how much wetland comprised the property. The wetland area was flagged but was not indicated on the map presented to the committee. Marla recommended that it would be beneficial to get project support from the neighborhood. She suggested surveying the neighbors to determine what type of project they believe best suited the area and they would support. Lori Dieselman mentioned that the property is plumbed for water access, so there could be a water fountain and restrooms. Lisa explained that there are subtleties with regard to how funds can be used for enhancements to real property and that Lori may want to review the application for the Central Park Field project which was voted in last year. These applications can also be viewed on the scituatecpc.org website. Todd Breitenstein asked about an open air picnic area with a gazebo and garden. Lisa suggested contacting a landscape architect for conceptual sketches if they are interested in converting the property into a park. She mentioned that whatever is decided to be the best fit for the property, they need to be able to encourage the community to utilize the property. Therefore, there needs to be access to the property as well. She suggested a bike path or walking trail. The corporation needs to determine access and be able to present a real depiction of what the property will look like. The corporation also needs to gain neighborhood support and fundraising in order to cover expenses outside the realm of CPA funding. The committee suggested taking the year to determine a viable best fit project and a defined plan. In this time frame they can determine what the project will entail, get neighborhood support, meet with Conservation as well as Recreation, determine accessibility, come up with an itemization of costs, and a project schematic. After those things are complete, then fill out the application for CPA funds and present the project to the committee for determination of funding support. The application and proposal for eligibility can be filled out at any time, however the vote is held during Town Meeting the following year. The committee again stated that they felt it would be worthwhile supporting a project in this section of town. Marla said they have a year to figure it out.

- Ellis House Draft- Lisa stated that the Scituate Art Association did a nice job with the wording on the revised application for the Ellis House. The wording is addressing the preservation issues of the house not the maintenance issues. Camille questioned why Janet states she is request \$79,000 in funding however she is also seeking funds from other sources. Camille asked if Janet knows what the true amount of the funding looks like. Josh questioned the affordable housing piece. He believes that since the rent is low in exchange for maintenance services it is already considered affordable. The studios are rented space to artists and are not claimed as housing, this is on page 8 of the application. Stephen mentioned that affordable rent rates are within 10% of the medium income level and established by HUD. Lisa asked for other feedback from the committee. Harvey felt that even though it is mentioned that they would return the unused portion of the \$79,000 back to CPA, there would realistically not be any money returned (page 9, #5). Harvey mentioned that there was no established dollar amount which would be paid back. Harvey also felt that any grant money they received for work on Ellis House, those dollars would be used as an addition to the \$79,000. Josh was skeptical of the idea of three phases on the house project. He said it was not clear if they were requesting the \$79,000 for three phases or that they would be asking for \$79,000 for each phase.



Josh was also concerned that they would be looking for more money with each phase of the project. Lisa again mentioned that they use diligence in their fundraising efforts. She felt that even though Ellis House is in much need of repair, the application is specifically seeking funding for drainage and water issues. Marla also felt that the \$79,000 was a small amount of money being requested considering the present state of the building. Harvey felt that the new management of the Scituate Art Association has been very organized and active in applying for matching grant funds. Marla mentioned that since she is member of the Scituate Art Association, she cannot vote or be a liaison for this application.

- Old Business:

Application Process- Lisa reviewed the application process for the new members, Camille and Stephen. The deadline is November 1, 2013. Applications are stamped and dated at Town Hall. They are separated out by category; Recreation, Open Space, Historical, Affordable Housing. Applications are reviewed and committee members are assigned as liaisons to projects based on their area of expertise. The liaison is the point person for the applicant. They provide feedback to the applicant before project presentation to the committee. After presentations the committee votes on which applications to fund. The liaison is responsible for summarizing the application for the Town Warrant. The CPC then presents the applications to the Board of Selectmen and the Advisory Board, than it is voted on at spring Town Meeting.

Affordable Housing Update- Stephen mentioned that tomorrow night the Housing Authority is having a meeting on the Driftway Project. To date no one from the Affordable Housing Trust has been involved in the process. Stephen feels it is crucial to have their support and involvement in this project. Stephen would like to have a meeting with the Affordable Housing Trust and the consultant Joe Armstrong. Lisa felt the Selectman liaison for the Affordable Housing Trust also needs to be contacted and involved in the process.

- New Business- Lisa discussed the letter from the Board of Selectmen with the committee. The Board of Selectmen would like to know how and is CPA funds can be used to help fund various town projects which were outlined in the letter. The CPC is scheduled to attend their meeting on October 15 between 7:30-8:30 pm. Based on the list of projects given there are limited projects that would meet the criteria for CPA funding. Lisa asked that members of the committee so their support by attending the meeting. And she asked that everyone be prepared to answer any questions posed with dates and types of projects that have qualified for funding. Lisa believed there was only a small part of the Gates project which was the façade of the building that met the funding criteria under Historical Preservation. The certain aspects of the outside of the building may qualify under Recreation. Lisa would like to invite John Bulman and Kathleen O'Donnell to attend. Lisa felt they both have legal expertise and a clear understanding on what constitutes CPA funding.

-Cynde Robbins addressed told the committee that the Higgins-McAllister property may close tomorrow

- Adjourn 8:00 pm. Motion by Marla Minier. Second by Camille Wells. All in favor.