



Office of The
Community Preservation Committee
Town Hall, 10 Central Street, Manchester-by-the-Sea, MA 01944-1399

**Meeting of the Community Preservation Committee
Thursday, January 12, 2023 – Virtual Via Zoom – 5:30 p.m.**

Manchester-by-the-Sea 2 is inviting you to Join a scheduled Zoom meeting.

<https://us06web.zoom.us/j/83720590948?pwd=QTBRN2FDM1ZkVmJKSWJ6UG1wNGh0dz09>

Meeting ID: 837 2059 0948 Passcode: 971696

One tap mobile +13092053325,,83720590948# US

Present: Chairman Jack Burke, Members Joan McDonald, Beth Heisey, Ron Mastrogiacomo, Sara Oseasohn, Joe Sabella, Mike Coyne, Christopher Wood-Kelly, Andy Oldeman

Chairman Burke called the meeting to order virtually at 5:30 p.m.

Approve Minutes

Upon motion made by Ms. Oseasohn and seconded by Ms. Heisey by roll call vote with Chairman Jack Burke, Members Joan McDonald, Beth Heisey, Ron Mastrogiacomo, Sara Oseasohn, Joe Sabella, Mike Coyne, Christopher Wood-Kelly and Andy Oldeman voting in the affirmative, it was VOTED to approve the minutes of December 21, 2022

Review and Vote on Funding Applications

Mr. Burke called for motions on the applications before the CPC, noting that those approved by the CPC will be brought before April 2023 Town Meeting for approval.

Statutory:

Upon motion made by Mr. Coyne and seconded by Ms. Oseasohn, by roll call vote with Members Burke, McDonald, Heisey, Mastrogiacomo, Oseasohn, Sabella, Coyne, Wood-Kelly and Oldeman voting in the affirmative, it was VOTED to allocate the statutory minimum of 10% of estimated FY24 surcharge and state match funds as required by the Community Preservation Act in 3 categories: Historical Preservation, Community Housing, and Open Space and Recreation.

A. Recreation and Open Space

Trail Maps/Brochures/Apps - Bikes and Pedestrian Committee.

Upon motion made by Ms. Heisey and seconded by Ms. McDonald by roll call vote with Members Burke, McDonald, Heisey, Mastrogiacomo, Oseasohn, Sabella, Coyne, Wood-Kelly and Oldeman voting in the affirmative, it was VOTED to approve \$4,000 to include but not

limited to Trail Maps, Brochures, Electronic Trail apps: To be funded with existing open space reserves balance on hand.

Mr. Burke said this is to be paid from Open Space reserves which has a balance of close to \$4,000.

Roof Replacement/ Chowder House and Rest Rooms at Tucks Pt – Parks and Rec; Replace Signs at Sweeney Park and Coach Field Playground; Picnic Tables/ Tucks Pt and other possible locations; Singing Beach/ Purchase new lifeguard chair

Upon motion made by Ms. McDonald and seconded by Ms. Oseasohn by roll call vote with Members Burke, McDonald, Heisey, Mastrogiacomo, Oseasohn, Sabella, Coyne, Wood-Kelly and Oldeman voting in the affirmative, it was VOTED to approve the following funding for Parks And Rec:

- New signs for Coach Field Park and Sweeney Park - \$12,000
- Picnic tables for Tucks Pt and Parks- \$12,000
- Lifeguard Chair for Singing Beach- \$2,100
- Sound Mitigation for Pickleball courts at Sweeney park- \$17,500
- New Roofs for Chowder House and Rest Rooms At Tucks Pt- \$35,000
- Paint Rest Rooms \$5,000

To be paid out of existing undesignated funds.

Mr. Burke said this approval is subject to the Town coming up with additional funds. The new roofs are in front of the Finance Committee for vetting.

B. Community Housing

MAHT initiatives-Manchester Affordable Housing Trust

Upon motion made by Ms. Heisey and seconded by Mr. Mastrogiacomo by roll call vote with Members Burke, McDonald, Heisey, Mastrogiacomo, Oseasohn, Sabella, Coyne, Wood-Kelly and Oldeman voting in the affirmative, it was VOTED to approve the application for \$200,000 as requested by the MAHT towards their goal of supporting community housing in the town of Manchester: To be funded with FY24 funds.

Ms. McDonald said this is an important part of showing the State that the Town is supporting affordable housing whole heartedly.

MHA Loading Place Road Properties/Doors and Widows Replacement

Upon motion made by Ms. McDonald and seconded by Mr. Coyne by roll call vote with Members Burke, McDonald, Mastrogiacomo, Oseasohn, Sabella, Coyne, Wood-Kelly and Oldeman voting in the affirmative and Ms. Heisey abstaining, it was VOTED to pass over the application from MHA based on ineligibility for funding.

Mr. Burke said it is too bad that we have to stay within the statutory limitations. Ms. Heisey reported that the Housing Authority Director had not heard from Action about anything but weather stripping. Ms. McDonald will follow up.

C. Historic Preservation

Library flood remediation plus generator

Upon motion made by Ms. Heisey and seconded by Mr. Coyne by roll call vote with Members Burke, McDonald, Heisey, Mastrogiacomo, Oseasohn, Sabella, Coyne, Wood-Kelly and Oldeman voting in the affirmative, it was VOTED to approve funding of \$45,000 for flood mitigation with pumps and generator to protect Historical public Library and all property within: To be funded with FY24 funds.

Mr. Burke said the Library is asking the Town for an additional \$45,000

Restoration of Antique MFD fire engine purchased by Manchester Historical Museum

Upon motion made by Ms. Oseasohn and seconded by Mr. Burke by roll call vote with Members Burke, McDonald, Heisey, Mastrogiacomo, Oseasohn, Sabella, Coyne, Wood-Kelly and Oldeman voting in the affirmative, it was VOTED to approve funding of \$50,000 for restoration of 1939 Manchester Fire Engine: To be funded with FY24 funds.

Mr. Burke said the truck is going to be stored behind the fire station until a suitable year round home is found for it.

Mr. Sabella suggested that they look at building a facilities center in the future.

Cemetery/ Continued Restoration of Headstones, Fences, etc.

Upon motion made by Mr. Burke and seconded by Ms. Oseasohn by roll call vote with Members Burke, McDonald, Heisey, Mastrogiacomo, Oseasohn, Sabella, Coyne, Wood-Kelly and Oldeman voting in the affirmative, it was VOTED to approve \$65,000 for continued Historic Cemeteries Restoration to include but not limited to: Historic fencing, Headstones, Monuments, Buildings and Landscaping restoration: To be funded with existing undesignated funds.

Mr. Burke said that hundreds of stones have been restored. The 1661 Cemetery fence has been finished. Union Cemetery is in need of much restoration. The estimate is \$38,000.

Mr. Sabella said he is a resident of Rosedale Avenue and he is very proud to be part of the CPC doing this work.

Seaside One/ 2nd Floor HVAC

Upon motion made by Mr. Burke and seconded by Mr. Oldeman by roll call vote with Members Burke, McDonald, Heisey, Mastrogiacomo, Oseasohn, Sabella, Coyne, Wood-Kelly and Oldeman voting in the affirmative, it was VOTED to approve funding of \$8,000 for 2nd floor efficient HVAC mini split system at Historic Seaside One: To be funded with existing undesignated funds

Masconomo Park/ Sign Honoring Chief Masconomo and Indigenous people

Upon motion made by Ms. McDonald and seconded by Ms. Heisey by roll call vote with Members Burke, McDonald, Heisey, Mastrogiacomo, Oseasohn, Sabella, Coyne, Wood-Kelly and Oldeman voting in the affirmative, it was VOTED to approve \$3,500 for Bronze historic

sign commemorating Chief Masconomo and early indigenous society.(To be placed at Masconomo Park): To be funded with existing undesignated funds.

Mr. Burke said the sign has been vetted by Museum Director Booth to be sure it is historically accurate.

D. CPC Administration

Annual Operating Budget – Administration Funds; (up to 5% of income)

Upon motion made by Ms. McDonald and seconded by Ms. Heisey by roll call vote with Members Burke, McDonald, Heisey, Mastrogiacomo, Oseasohn, Sabella, Coyne, Wood-Kelly and Oldeman voting in the affirmative, it was VOTED to approve \$25,000 of administration funds for FY 24.

Mr. Burke noted that this covers the State Coalition dues of \$1,700, peer review, and the secretary. Last year CPC spent about \$4,000.

Unanticipated business

None

Mr. Mastrogiacomo posted the revised spreadsheet on the screen showing an unreserved balance of \$225,000. He will send the spreadsheet to the Finance Committee.

Mr. Burke said the Town expects to bring in \$475,00, that CPC received 38.3% from the State this year. He does not know what is going to happen with the deed income next year. There is anticipated \$617,000 of new income for FY24 for a total of \$842,500. The remaining funds after all requested projects is anticipated at \$301,900.

Liaison Reports

Mr. Mastrogiacomo reported that the Planning Board is currently creating an outreach on the state request for housing near the train station. In February the Board will be reviewing a special permit application for the parking at the new field on Pine Street, formerly the burn dump.

Ms. Oseasohn reported that the ConCom sent out an RFP for clean up work at the school. It is anticipated that work will start in the spring.

Mr. Coyne reported that the Parks and Rec big project is the Pine Street field. He said they are still awaiting the defibrillators.

Mr. Burke reported that he will meet on February 9th with the Finance Committee and the Select Board to discuss the CPC articles. Proposed changes from the Finance Committee are unknown at this time.

Schedule next meeting

The next meeting will be Thursday, February 16, 2023 at 5:30 p.m. via zoom.

Adjourn

There being no further business to come before the CPC and upon motion made by Ms. Heisey and seconded by Ms. Oseasohn it was unanimously voted by roll call vote to adjourn.

Adjourned at 6:15 p.m.

Submitted,

Approved by the CPC on February 16, 2023

Helene Shaw-Kwasie, CPC Clerk

Documents used at Meeting:

December 21, 2022 Minutes

Funding Spreadsheet