



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, February 16, 2023 – Virtual Via Zoom – 5:30 p.m.**

<https://us06web.zoom.us/j/83942457289?pwd=cjJsKy9EcUJPZ2RnTWJhbm1HOEpkdz09>

Meeting ID: 839 4245 7289 Passcode: 535281

One tap mobile +16469313860,,83942457289# US

Present: Chairman Jack Burke, Members Joan McDonald, Ron Mastrogiacomo, Sara Oseasohn, Andy Oldeman (present by phone but could not speak and did not vote), Joe Sabella, Mike Coyne, Christopher Wood-Kelly; Staff Helene Shaw-Kwasie CPC Clerk.

Absent: Beth Heisey,

Chairman Burke called the meeting to order virtually at 5:35 p.m.

**Approve Minutes**

Upon motion made by Mr. Coyne and seconded by Ms. Oseasohn, by roll call vote with Chairman Jack Burke, Members Joan McDonald, Ron Mastrogiacomo, Sara Oseasohn, Joe Sabella, Mike Coyne, and Christopher Wood-Kelly voting in the affirmative, it was VOTED to approve the minutes of January 12, 2023

**Review spreadsheet/previous votes for funding**

Mr. Mastrogiacomo displayed the Funding Spread Sheet on the screen.

**Vote to adjust Pickleball funding from \$17.5k to \$20k (Per Parks and Rec request)**

We have been asked to amend the amount for pickleball sound mitigation to \$20,000. Upon motion made by Mr. Burke and seconded by Ms. Oseasohn, it was VOTED by roll call vote with Chairman Jack Burke, Members Joan McDonald, Ron Mastrogiacomo, Sara Oseasohn, Joe Sabella, Mike Coyne, and Christopher Wood-Kelly voting in the affirmative to amend the CPC January 12, 2023 vote and change the amount to \$20,000.

Mr. Coyne said the sound mitigation would be done by adding some plantings and some sound board. There is a way to put sound proofing on the fence without it looking unattractive. Mr. Wood-Kelley suggested asking Friends of Trees for assistance. Mr. Burke said Parks & Rec Director Cheryl Marshall will bring in sound consultants.

**Ratify all motions /amend if needed**

Mr. Burke reported on the funding requests Voted on January 12, 2023 as follows:

Statutory:

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.

Recreation and Open Space:

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

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. 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.

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. VOTED on February 16, 2023 to increase to \$20,000
- New Roofs for Chowder House and Rest Rooms at Tucks Pt- \$35,000
- Paint Rest Rooms \$5,000

All but roof replacements to be paid out of existing undesignated funds.

Roof replacements to come out of FY24. This approval is subject to the Town coming up with additional funds. The new roofs are in front of the Finance Committee for vetting.

Community Housing:

MAHT initiatives-Manchester Affordable Housing Trust

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.

MHA Loading Place Road Properties/Doors and Widows Replacement

VOTED to pass over the application from MHA based on ineligibility for funding.

Historic Preservation

Library flood remediation plus generator

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.

Restoration of Antique MFD fire engine purchased by Manchester Historical Museum

VOTED on February 16, 2023 to rescind the January 12, 2023 vote for approval of \$50,000 for the restoration of the Antique fire truck.

Cemetery/Continued Restoration of Headstones, Fences, etc.

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 \$40,000 existing undesignated funds and \$25,000 FY'24.

Seaside One/ 2nd Floor HVAC

VOTED to approve funding of \$8,000 for 2nd floor efficient HVAC mini split system at Historic Seaside One. To be funded with FY'24 funds.

Masconomo Park/ Sign Honoring Chief Masconomo and Indigenous people

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.

CPC Administration

Annual Operating Budget – Administration Funds.

VOTED to approve \$25,000 of administration funds for FY 24.

Mr. Burke reported that the Finance Committee had reviewed the CPC slate and voted unanimously to approve all projects except the antique fire truck restoration. The Finance Committee felt that we did not have the fire truck in our possession and we did not adequately address where its permanent home is going to be. The FinCom wants it housed in a permanent place where people can go to see it. If the Historic Commission obtains the truck, the FinCom will discuss again next year. Mr. Burke said that we can also revisit this at the Fall Town Meeting. If the truck arrives here it could generate a lot of enthusiasm for the restoration of it.

Mr. Burke is meeting with the Select Board on February 21 and is asking them to review and endorse the CPC slate. He is asking for their approval before going to Town Meeting.

It was the consensus of the Committee to wait on the fire truck until next year. Mr. Burke said he would like to see something in writing from the Historic Museum that they have appropriated funds to pay for the fire truck.

Mr. Wood-Kelley said he had spoken with Retired Fire Chief McDonald. Mr. Burke requested that Mr. Wood-Kelley get someone to record Chief McDonald's history on the Fire Department. Mr. Wood-Kelley suggested that Mr. Booth of the Historic Museum interview Mr. McDonald.

Motion was made by Mr. Burke and seconded by Mr. Mastrogiacomo to rescind the January 12, 2023 vote on the \$50,000 for the restoration of the Antique fire truck. By roll call vote, Members Jack Burke, Joan McDonald, Ron Mastrogiacomo, Sara Oseasohn, Joe Sabella, and Mike Coyne vote in favor. Mr. Wood-Kelley voted in opposition. The motion passed with 6 in favor, one against and two members absent.

Mr. Mastrogiacomo will annotate the spread sheet by putting "0" for the approved amount and adding "postponed until future review" under the CPC Notes.

**Liaison reports/Review ongoing projects**

Mr. Coyne reported that the delivery fee for the backboard of the tennis courts is under discussion. Mr. Burke said he felt it was the responsibility of the school to pay for the delivery fee, or buy the backboard from someone who will deliver it. CPC paid for the resurfacing and backboard originally. Mr. Coyne will talk to the school rep and report back to the CPC at the next meeting.

He reported that the defibrillators were back ordered.

He reported that Cheryl Marshall is meeting with the sound professional later this week regarding the pickleboard courts.

He reported that the Pine Street field on the old burn dump was approved by the Planning Board. Bids were contingent on approval. It takes time for the turf or sod to settle before the field can be used.

Ms. Oseasohn reported that a vendor has been selected for the Sawmill Brook clean up but they are waiting for warmer weather to do the work. Mary Rimmer has been selected.

Mr. Burke reported that the Assessors continue to research the ownership of the unidentified lots in Town. Ms. Oseasohn said the intent is control of the vehicular access.

Mr. Mastrogiacomo reported that the Planning Board had approved the Special Permit for the Pine Street athletic field and parking. He reported that Cell Signaling had purchased the MAC site and is intending to transform it into a lab facility. The site includes the Donovan Field that had been before the CPC several years ago.

Ms. Oseasohn said the Conservation Commission will hold a site visit of the Cell/MAC site and will discuss the protection of wetlands.

**Town meeting**

Nothing

**Other Business/ Not anticipated**

Nothing

**Next CPC Meeting**

The next meeting will be Thursday, February 23, 2023 at 5:30 p.m. via Zoom.

**Adjourn**

There being no further business to come before the CPC and upon motion made by Mr. Coyne and seconded by Mr. Wood-Kelley it was unanimously voted by roll call vote to adjourn.

Adjourned at 6:10 p.m.

Submitted,  
Helene Shaw-Kwasie, CPC Clerk

Approved by the CPC on

Documents used at Meeting:

January 12, 2023 Minutes  
Funding Spreadsheet