Minutes of the Community Preservation Committee
September 19, 2019 – Town Hall

Present: Co-Chairman Jack Burke, Co-Chairman Sue Thorne, Members Rebecca Campbell, Sean Daly, John Kenney, Joe Sabella
Absent: Ron Mastrogiacomo, Sari Oseasohn, Mark Weld

Co-Chairman Sue Thorne called the meeting to order at 6:30 p.m.

Review Minutes
Upon motion made by Mrs. Thorne and seconded by Mr. Sabella, it was VOTED to approve the minutes of August 15, 2019 as presented.

Opening of the application season for town department and local organization/resident proposals, review and discuss applications
Mr. Burke reported that this evening’s meeting was the kick off of the application season for the December 1, 2019 deadline for action at Spring Town Meeting.

He announced that on September 24, 2019 there will be a Community Discussion about what a 40 R Smart Growth Overlay District is and if it may be a viable option for guiding change in the Limited Commercial District. The presentation will be made by the Massachusetts Department of Housing and Community Development (DHCD).

Application from Manchester Historical Museum for work to the museum (pending Fall Town Meeting)
At the August 15, 2019 CPC meeting, the following action was taken: Manchester Historical Museum has submitted an application for $3,000 to repair interior water damage and would like to get the work done in December or January. The total cost of the project would be $11,189 and they are asking for $3,000 which is 50% of the $6,000 for the wall repair and 27% of the whole project.

Upon motion made by Mr. Burke and seconded by Mr. Sabella, it was unanimously VOTED to approve $3,000 from existing funds available for Manchester Historical Museum subject to there being a Fall Town Meeting.

Review and confirm August 15, 2019 meeting votes on Manchester Historical Museum application
Upon motion made by Mrs. Thorne and seconded by Ms. Campbell, it was VOTED to confirm the CPC Vote of August 15, 2019 to approve $3,000 from existing funds available for the Manchester Historical Museum subject to there being a Fall Town Meeting.

Application from Town Planner Brown relative to Town Common (pending Fall Town Meeting) [Part One]
At the August 15, 2019 CPC meeting, the following action was taken: Town Hall Common. Town Planner Sue Brown has submitted an application for $215,000 for work on the Town
Community. Landscape architect designer Tobias Wolfe was hired. The total estimate is $415,000 for the entire project. CPA has already given $100,000 and Sue is asking for $215,000 additional at the October Town meeting.

Motion was made by Mr. Burke and seconded by Mr. Kenney to Approve the application of the Town of Manchester-by-the-Sea for the Town Common rehabilitation in the amount of $215,000 subject to there being a Special Town Meeting in October, otherwise the application will revert back to the CPC for further action, and the money be made available immediately after Town Meeting. The motion was amended by Mr. Weld and seconded by Mr. Burke to add the words: “subject to the total cost of the project shall not be in excess of $415,000”.

Upon motion made by Mr. Burke and seconded by Mr. Kenney it was VOTED by a vote of 6 in favor and Mr. Sabella opposed to Approve the application of the Town of Manchester-by-the-Sea for the Town Common Rehabilitation in the amount of $215,000, subject to the total cost of the project not being in excess of $415,000, and subject to there being a Special Town Meeting in October, otherwise the application will revert back to the CPC for further action and the money will be made available immediately after Town Meeting.

Review and confirm August 15, 2019 meeting votes on Town Common project
Upon motion made by Mrs. Thorne and seconded by Ms. Campbell, it was VOTED to confirm the CPC Vote of August 15, 2019 which passed by a vote of 6 in favor and Mr. Sabella opposed to Approve the application of the Town of Manchester-by-the-Sea for the Town Common Rehabilitation in the amount of $215,000, subject to the total cost of the project not being in excess of $415,000, and subject to there being a Special Town Meeting in October, otherwise the application will revert back to the CPC for further action and the money will be made available immediately after Town Meeting.

Application from Town Planner Brown relative to Town Common (pending Fall Town Meeting)
[Part Two]
At this evening’s meeting, Mr. Burke reported that Architect Toby Wolf had originally asked for an additional $215,000. He has revised the plan and now needs to amend the amount to $225,000.

Upon motion made by Mrs. Thorne and seconded by Mr. Sabella, it was unanimously VOTED to approve an additional $10,000 for the Town Common Rehabilitation bringing the total to $225,000.

Mrs. Katerina Gates, 2 Desmond Street, recommended that the trees that are put in the Town Common Rehabilitation be maintained. Mr. Burke responded that they had asked Town Planner Brown for a Maintenance Plan. Mr. Sabella said that the Friends of Trees and Town Administrator Federspiel are working on a budget for a Maintenance Plan.

On an unrelated matter, Mrs. Gates asked if the CPC would provide funds for a Bronze Plaque for the Library. Mrs. Thorne responded that the application must come from the Friends of the Library or the Library Trustees. Mr. Burke said the law says the CPC can repair an existing Plaque but cannot create assets.
New State funding formula, Discussion, Burke
Mr. Burke reported on the New State Formula. He read from a chart showing CPA Distribution that the amount from the CPA Trust Fund at November 2018 was $48,672. The percentage reimbursement from the CPA Trust Fund for November 2018 was 13.8%. The estimated distribution amount from the CPA Trust Fund with new CPA Revenue would be $116,269. The estimated percentage reimbursement from CPA Trust Fund with new CPA Revenue would be 33%.

Ongoing work on Master Plan, Discussion, Burke
No discussion.

Total Funds raised, matched and spent on all projects, Discussion, Burke
Mr. Burke reported that CPA will put in the statutory 10% in each of the statutory areas and every year will decide where to put in the rest. He said Affordable Housing remains a problem. Town Meeting voted to give the Manchester Housing Trust $100,000 of CPA raised funds.

He said CPA has raised $3 million in surcharges since 2005 and received $1 million from the State. The amount will increase with the new formula.

Update, if appropriate, from the MAHT rep, Joan McDonald
Mr. Kenney reported that the Manchester Housing Trust met on September 18, 2019. Mrs. Thorne said there are two potential sites. Members discussed existing properties including The Plains, Newport Park and Loading Place Road. The Town owns the land and the State owns the buildings.

Informal discussion of applications received after Agenda deadline
No applications received.

Other business as may not have been reasonably anticipated by Chair (Discussion only)
Mr. Daly reported that Parks & Rec will be meeting on October 3 and something could come out of it that is CPA eligible. Sampson and Wesson will give an overview of what they have learned.

Mr. Sabella said Sweeney Park needs bathrooms. Mr. Kenney said former DPW temporary director Carol Murray had engineering studies done on Sweeney. There is a water problem. Mr. Daley said the water needs to be mitigated before anything is done.

Mr. Daly said both of the artificial playing fields are being redone. The school district (MERSD) will have to pay one-half. The fields have a ten year life. They should be used only 50% of the time and they are used 80-90% of the time.

Next meeting date
To be determined.
There being no further discussion, and upon motion made by Mr. Daly and seconded by Mr. Sabella, it was VOTED to adjourn. Adjourned at 7:30 p.m.

Submitted, approved by the CPC on Oct. 24, 2019

Helene Shaw-Kwasie
CPC Clerk

CPC Member