

**Town of Hamilton
Community Preservation Committee
February 14, 2013 Minutes**

Attendees

The meeting was held in the Memorial Room of Town Hall with the following Committee members in attendance: Tom Catalano, Ed Howard, Jay Butler, Ray Whipple, Keith Glidden, and Nepo Trepanier. Christine Berry as CPC Coordinator was also present. With a quorum of CPC members present the meeting was called to order at 7:30pm

Acceptance of Minutes from January 10th CPC Meeting

The minutes from the January 10th CPC meeting were accepted.

Hamilton Senior Center Kitchen - Mary Beth Lawton, Director of the Hamilton Council on Aging, was present to discuss her updated proposal which requests \$57,000 in CPA funds for a renovation of the kitchen at the Council on Aging, formerly known as the old Library. Mary Beth reviewed the new estimates she received, but noted that she will still need to go through the RFR process. She has been in close coordination with the Public Safety, Board of Health, Building and Public Works Departments on the development of this proposal.

Ed Howard asked what the sewerage capacity is for the site. Mary Beth Reported that Ricker is doing an examination of the septic and leach field to determine that, but it is believed the capacity is very large. They do want to confirm that it is still well functioning. Tom Catalano asked whether a grease trap is included in the cost, and Mary Beth said that it was.

Ray Whipple noted that kitchens already exist at the Community House and Winthrop School. He asked why we need an additional kitchen of this type, and why couldn't we use one of those nearby kitchens. He also asked how many people expect to use the new kitchen. Mary Beth said that the existing Meals on Wheels is being phased out of schools, and that if they don't have a kitchen, then they'll lose the ability to have a congregate lunch. She added that a critical component of a successful senior center is it's nutritional program. She said 30-40 Meals on Wheels are delivered every day in Hamilton and Wenham. Mary Beth said she would like to involve Winthrop School in an intergenerational program with student and seniors. She said senior center kitchens drive activity and attendance. The actual cost of the meals are covered by Senior Care, a federally funded program.

Ed asked if there are emergency center capabilities. Mary Beth said the Center could act as a day shelter only.

Marsha Ford, a Hamilton resident, was present to discuss her concerns and questions about this project. She asked whether this project was an appropriate use of Community Preservation funds, whether it fits into the long planning goals of the building, and exactly what the need is. She said she is aware seniors need community support, but asked whether working with another community organization could have the same results. She noted that \$50,000 seemed

like a large outlay when we could partner with local restaurants. Ms. Ford believes there are other funds that could be tapped; Essex Foundation, Friends of Hamilton Council on Aging, EBSCO, etc. Tom responded by saying that the building has been deemed historically significant under the CPA regulations. He said that he, too, is concerned about the funding, but acknowledged that that will have to go through the competitive bid process. Ed added that the community will have the opportunity to vote yes or no on this project at Town Meeting. Mary Beth said that seniors deserve their own kitchen. She said they couldn't use the Community House because they can't afford their fees and because their kitchen isn't set up to meet their needs.

Tom suggested that Mary Beth pull together information on what other towns of our size have for senior center kitchens. She said that Mark Gates and John Tomasz, DPW, are both comfortable with the estimate she is proposing.

Jay Butler made a motion to recommend \$57,000 for the renovation of the kitchen at the Senior Center. The motion was approved unanimously.

CPA ATM Warrant Budget Review

Christine circulated a copy of the draft CPA warrant budget for Annual Town Meeting. The Department of Revenue has not released their CPA match estimates for FY14 yet. Once they do, the budget can be completed. Christine will circulate once it's completed.

School Street Well CPA Project Close-Out

In 2007, \$27,000 in CPA funds was approved for the purchase of a conservation restriction on the School Street well. Negotiations failed and the restriction was never purchased. Town Manager Michael Lombardo and DPW Director John Tomasz agree that the funds for this project can be closed out and returned to the appropriate CPA open space reserve account. The CPC voted unanimously to close this project out.

League of Woman Voters CPA Forum – March 13th at 7:30pm

The League of Woman Voters is holding a CPA forum on March 13th at the Senior Center. They have asked if a representative from the Hamilton CPC can attend to give a brief presentation and answer any questions. The CPC recommended that Christine check to see if Bo Preston would be available. Christine will inquire with him.

Proposed Modifications to CPA Application Procedure

Jay Butler proposed a number of modifications to the CPC's Guidelines for Application Procedure to better clarify the Committee's expectations and process to applicants. The CPC reviewed and discussed the memo Jay prepared. The memo included such items as requirement that the proposal is eligible for CPA funds, evidence of community and Town Department support, evidence additional funding was sought, project completion requirements, etc. Christine will incorporate the changes into the Guidelines for Project Submission for the CPC's final review.

Meeting Adjournment

The meeting was adjourned at approximately 9:00pm.