

**Town of Hamilton
Community Preservation Committee
August 11, 2016 Minutes**

Attendees

The meeting was held at Hamilton Town Hall with the following Committee members in attendance: Chair Tom Catalano, Vice Chair Jay Butler, Shawn Farrell, Robert Preston, Peter Britton, Ed Howard, Mimi Fanning. Community Projects Coordinator Dorr Fox also present. Tom Catalano called the meeting to order at 7:30 p.m.

Acceptance of minutes from June 9, 2016

Peter Britton moved to accept the minutes of June 9, 2016. Robert Preston seconded the motion. VOTE: Unanimous.

Committee Member reports

Catalano reported on the Historic District Commission meeting where the First Congregational Church is going to reroof the Manasseh Cutler House and Certificate of Non-Applicability. The HDC advised the Church against doing anything it wanted with the building and to come back with a more historically appropriate preservation and restoration scheme. Also, renovations are going to be done on the back of the Kagan property across the street from Town Hall. The Wells family wants to replace louvers on cupola on stable with windows for ventilation.

Ed Howard provided an update on Planning Board discussion at the direction of Town manager and Director of Planning and Inspections that no more investment will be made at Chebacco Lake Town beach. The Recreation Director had suggested that Pleasant Pond in Wenham could be used. Howard noted that out of Town users are at the Lake's beach and the water is not being tested. Community Projects Coordinator Dorr Fox had a preliminary conversation with Chebacco Lake Association representative.

Peter Britton reported as Affordable Housing Trust chair that AHT will be reviewing publicly owned and privately owned land for affordable housing in Town. He is personally trying to build a coalition of people who want to act as a think tank on this matter. The AHT will address if it would have any CPA grant requests for the fall Town Meeting.

Mimi Fanning noted that the Hamilton Housing Authority is at a standstill since the director is on maternity leave. When the director returns a decision will be made on if there would be any CPA grant requests for repairs at Lamson Hall (i.e., pillars and shutters). The Housing Authority is developing a five-year capital plan.

Shawn Farrell described how the Police Chief Russell Stevens has been overseeing public works while the DPW Director post is vacant. The Bridge Street culvert work is underway. Water ban is being enforced since some residents are using sprinklers (\$50 for first offense, \$100 for the subsequent offenses). Also, the Essex Street walkway presentation will be given at Winthrop School on September 14. A parking lot (50 or 75) is being considered for the Patton Homestead

property as part of \$90,000 from land sale, and was discussed with the Planning Board. An RFP will be done for a paid director for the Patton Homestead non-profit. The solar field RFP for the landfill is out and responses due in a couple of weeks. Paving will occur on roads where water main repairs were done. Institute for Savings law suit has come to fruition, will come back to Zoning Board of Appeals and move ahead. The Town is looking for a new trash hauler to replace Hiltz with RFP having gone out. Howard asked Farrell to check on the status of decommissioning Patton well.

Review Updates to Future Potential Grants List

As a result of the CPC's public meeting on May 24th the following potential grant applications are: Chebacco Lake beach, Hamilton Historical Society – document storage, American Legion roof request, horseshoe pit renovation. This information is on the Town website and contained in the CPC plan.

Review 2016 – 2017 Project Timeline/CPC Meetings

Deadline for submitting eligibility applications was August 3. Funding applications can be submitted until September 2. The CPC will accommodate late entries. The CPC's September meeting is on 22nd followed by an October 13 meeting. Fall Town Meeting will be in October or November, the date to be determined is dependent upon when venue is available.

Review and approval of 2016 CPC Plan

The plan was updated with new timeline schedule, potential project schedule, recently approved grants and all facts/figures were updated. Preston moved to approve the 2016 CPC Plan. Britton seconded the motion. VOTE: Unanimous.

Review of results of CPC survey and CPC portion of Town survey

Farrell will send report to CPC on all survey results.

Discussion of new grant requests received

- Buker School playground

Discussion ensued with representative for Buker Elementary School and its Friends organization who described how the old playground had broken equipment and was designed for younger students. The goal is to update playground for student body and for children attending sports practice events.

Discussion addressed how HWRSD has not financially supported updating the Buker playground. The Winthrop School donated \$10,000 when its playground was updated. The representative agreed to speak to the Buker principal on the matter. She noted that the Friends organization has given \$35,000 towards the proposed \$80,000 project which is intended to be done this fall. Also mentioned was how the Wenham CPC had provided some funds toward the Winthrop School playground. Howard recommended that colors selected for the playground equipment be aesthetically pleasant. It was noted that it took six months for funds to be raised for the Winthrop School playground.

The CPC discussed with the representative if a clerk of works is used to oversee such a project. Jay Butler suggested the representative review the website regarding the CPA funding of the Patton Park and Winthrop School playgrounds. He noted that the \$50,000 request was high.

Butler moved to accept the Buker School playground proposal as an eligible CPA project. Howard seconded the motion. VOTE: Unanimous.

- Patton Park Horseshoe Courts

Horseshoe club member Paul Black described need to redo 40-year-old Patton Park horseshoe courts, restore fence and storage shed as well as lighting (which requires site plan review by Planning Board). He stated that quote of \$60,000 for the work was reasonable versus \$150,000 and noted that some materials could be reused. The courts are open to the public. There are currently 13 courts and the club would like to expand to 16 courts. The club/league charges \$65 annual dues and hosts tournaments at courts.

Discussion was on how private fundraising should be done as well as use of skilled volunteers to do some of the proposed work. Non-compulsory projects require more than CPA funds. Black stated that conversations on private donations could occur with local businesses. Farrell explained as a member of the club that the national organization has stated that the courts need to be brought up to code in order to continue to have tournaments and keep sanction. Also mentioned is if the HW Recreation Board would be willing to donate any funding.

Butler moved to approve the project eligibility. Howard seconded the motion. VOTE: Unanimous.

Plans for surcharge increase proposal

- Status of petition for November 8th ballot question

To get this petition on the ballot 320 validated signatures are needed by the beginning of September. It is a difficult time of year to collect signatures and almost 30 have been gathered to date. The increase in surcharge from 2% to 3% is a tax increase. The CPC is addressing large projects and currently cannot afford them all with CPA funding. It was noted that CPA funding provides the Town with a state match and Hamilton would be eligible for multiple rounds at 3% surcharge rate more rounds than what is available at 2% surcharge rate. If CPA funds were not used for projects that the Town has to do the cost directly effects the tax rate. A median value home in Hamilton of \$444,400 pays \$119 annually with 2% surcharge and with a 3% surcharge the cost would be \$178. With an increase in the surcharge from 2% to 3%, the Town expects to nearly double the amount of revenue from \$483,000 a year to \$827,000. There are elderly and low income exemptions for the CPA surcharge. Resident Bill Dery opined about high tax rate in Town and how some people in Hamilton are working toward reducing CPA surcharge to 1%.

- Plan for informational meeting

This meeting will be dependent upon if enough signatures are garnered by early September. If the action goes to spring, fewer signatures would be needed for a Town Meeting vote to move the surcharge increase vote to the election ballot. An informational meeting will be held during CPC meeting on September 22 possibly at Senior Center.

Discussion on other Potential Future Grant Requests

Other requests could be Town Hall renovations (engineering component), and Patton Homestead repairs (\$250,000).

Other Business

Discussion ensued with resident Bill Dery about hearsay related to Patton Park pool project contractor and septic system work. Specifically if a clerk of the works should be in place for this size project and how it could add 5% to the cost. Historically the CPC has not had oversight on projects where funding was granted (i.e., Asbury Grove tabernacle). This is the building inspection and health departments' professional responsibility not CPC's. Fox said he monitors CPA grant projects to ensure there are building permits and work has been done. A special financial account for the pool is managed by the Finance and Recreation Departments.

Britton moved to limit CPC requests for significant projects to a threshold of money to be determined and that the CPC require a clerk of works to assure project quality. Preston seconded the motion. Discussion was on how this had to be on a case by case basis. The CPC could look at the projects during the process (observation and financial oversight not quality control). This motion was modified to clarify on a case by case basis the CPC will consider imposing an oversight requirement by an independent third party on capital projects as specified in a CPC policy. VOTE: Unanimously opposed, motion failed.

Butler moved for the CPC to develop a sentence in the CPC procedures about what actions occur after the Committee approves a construction grant. Farrell seconded the motion. VOTE: Unanimous.

Adjournment

Preston moved to adjourn at 9:28 p.m. Fanning seconded the motion. VOTE: Unanimous.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: _____
Thomas Catalano Chairman