

**Town of Hamilton
Community Preservation Committee
August 11, 2011 Minutes**

Attendees

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

Welcome and Introduction to New CPC Members

Two new CPC members were introduced; Jeff Hubbard representing the Board of Selectmen and Keith Glidden, representing the Conservation Commission.

Acceptance of Meeting Minutes from June 8th CPC Meeting

The minutes from the June 8th CPC meeting were accepted.

American Legion Project Update – Tony Heath

Christine reported that the purpose of this agenda item was for Tony Heath to provide an update on their progress and provide information on a more complete scope of work, energy rebates, etc. as requested by the CPC. Updated bids were included in the CPC packages.

Joe Hanson reported that they may be eligible to receive a rebate from National Grid for the new boiler if National Grid could classify the Legion as commercial (\$1,000) or small business (\$1,500). Federal tax credits are primarily for residential use, the criteria are not geared towards the American Legion's use of the building. Christine inquired about whether they have secured permits. Joe said they haven't yet, but will do so soon. They need only gas and electric permits. Everything is being converted to gas.

Ed Howard inquired as to whether Tony believed the Town and Legion are getting the biggest bang for their buck. Joe Hanson said yes. He said on a good day the boiler is probably only running at 70% efficiency. The water boiler is a dual panel so they could possibly consider installing solar panels in the future.

Peter Britton asked what they envision for the added public use of the building. Tony said that the building was already available to the Town. Tony added that they would like to have it used more as a rental for functions. Peter clarified that he was asking how they were going to promote it as a public space. If the CPC was going to make this type of investment, they expected more public use. Peter suggested a promotional prospectus showing a list of programs they are planning and groups they are committed to work with. Tony would like to do outreach for to the elderly. Joe said that once they elect a new board in October they will be able to focus on this type of planning. Peter said he wants to see the higher activity level now that this investment has been made. Tony said they would put a committee together to

work on this. Peter said he would like to see a breakdown of programs so they can see the Legion's purposes at work.

Ed reported that he announced at a Selectboard meeting that the Legion was open for public use. Ed thought there was a communication gap between the Town and the Legion. Tony said they have just started a website.

Jeff Hubbard suggested more interaction between the schools and the Legion so children can learn more about the work they've done. Tony said that they do visit the schools on Veteran's Day and have helped organize the Flags Cross America, which involves the schools.

Jay Butler asked when the work would start. Joe responded that they have just started. Ray asked what our deadline was. Christine reported that the Committee has discussed a two year sunset clause in the past. Joe said they and expect to be done by October 1st. Tony asked if there was funding for the building permits. Christine said no, that there was no funding other than what had been approved at Town Meeting. Joe said he would work with Charlie Brett, Hamilton Building Inspector. He said that Charlie rarely charges the Legion for building permits.

Review of Proposed CPA FY13 Schedule

Christine noted that a proposed schedule for applications for FY13 CPA funding was included in their packages. Christine prepares a schedule each year to keep the Committee on track in their preparations for Town Meeting. Dates usually change from what is on the schedule, but it provides some general guidelines.

Ed asked Christine if there were any potential projects that she has caught wind of. Christine said they only project she's heard mentioned repeatedly is the need to fund work to the pool. Currently the pool does not qualify for CPA funds under the limited recreation criteria. Peter asked whether the CPC could fund something else out of the Town budget to make room for funding the pool. Jeff said Patton Park and the pool is a wonderful Town resource. There is the pond for ice-skating and tennis courts. Jeff added that a new pool could have a snack park, more tables, card tables for seniors, etc. Jeff said he would put together a cost if it were worthwhile. Jeff thought improvements to the pool area was a good opportunity for the community to come together to provide funding, and hire local people. Jeff thought it would be a good opportunity to honor Joanne Patton. Jay reported that they have met with the Friends of Patton Park and asked them to consider focusing on it. He thought they would. Ray reminded the CPC that it was the American Legion who originally paid for the pool installation.

Christine said there is CPA legislation pending to broaden the use of CPA funds. The Community Preservation Coalition has been working to advance the legislation.

Christine asked if the Committee had any project ideas for the Fall Town Meeting. Historically, the CPC has not brought projects to the Fall Town Meeting unless there was something time sensitive, such as the Donovan acquisition.

Peter reported on an idea that if Wenham partners with Hamilton on affordable housing projects, that both Towns can get credit for the units towards Hamilton 40B projects. An application for CPA funds might be coming from Hamilton's Municipal Affordable Housing Trust.

Christine noted that in the past she has posted a notice about the CPA application on the Town's webpage, an email out to all Town Hall staff, Boards and Committees, and has asked the Selectmen to make an announcement at their meetings. Christine explained that 10% of their annual revenues needs to be spent in each of the three CPA categories, or put into the reserves for those purposes. When discussing whether the CPC should solicit proposals, Christine said they the Committee does not have to fund every eligible project; they can only fund those projects that are deemed high priorities. Ed agreed with the concern that we not go on a fishing trip, but felt it important to let the public know the CPC was here and able to fund important projects.

Peter asked whether the CPC can be creative and fund projects that help the overall Town budget and allow the pool to be renovated. Jay noted that the Recreation Department needs to have a second revolving fund put in place so that they can access funds that are not being spent. Currently, the fund can accept monies but is very limited on what it can spend.

Ed inquired as to whether we can fund improvements to the downtown such as historical-style lighting. Christine will inquire with the Coalition on that question again.

Model T Building Update

Christine recapped this project by summarizing that this was a project approved in FY08 for \$35,000 for the construction of a building to house the Model T, the first the first piece of equipment purchased by the Hamilton Fire Department. The project has been stalled for reasons primarily concerning the unknown future of the old library and Winthrop School. Christine met with Michael Lombardo and Phil Stevens to go over the potential sites. The Model T was previously housed in a building, but was taken down during the construction of the new Public Safety Building. Ed Howard added that we considered a portable building in case it needs to be moved in the future. Michael suggested that it come before the Board of Selectmen to decide its location. Christine will notify the CPC when the project will come before the Board. Ray Whipple also noted that they ran out of funds to complete the upper portion of the Public Safety Building. The Fire Department recently sent out a solicitation to the public seeking funds to complete the project. Jay Butler wondered whether we should have funded the project in the first place. There seems to be no movement on project. The CPC has discussed a sunset clause. Christine includes in the grantee's award letter information that they have 2 years to complete a project and then they need to notify the CPC to determine next steps or whether a project gets closed. The CPC discussed motivating the Fire Department's to feel more pressure to complete the project.

Meeting Adjournment

At approximately 8:45pm, Ed Howard moved that the CPC adjourn. Peter Britton seconded. The vote was unanimous.