

**Town of Hamilton
Community Preservation Committee
January 14, 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, Ray Whipple, Shawn Farrell, Ed Howard, Robert Preston and Peter Britton. Community Projects Coordinator Dorr Fox, HW Recreation Director Sean Timmons, Director of Planning and Inspections Patrick Reffett, and Patton Homestead Incorporators: Carin Kale, Georgina Keefe-Feldman and Bill Burrige also present. Tom Catalano called the meeting to order at 7:30 p.m.

Acceptance of minutes from December 10, 2015 CPC meeting

Ray Whipple moved to approve the December 10, 2015 minutes. Robert Preston seconded the motion. VOTE: Unanimous.

Committee Member Reports

Catalano, liaison to the Historic District Commission, described how the Commission meets on an as-needed basis and a couple months ago voted to issue a Certificate of Appropriateness for the construction of a new building at the post office site on Bay Road where the barn and remains of collapsed cobbler shack will be removed. The ZBA is trying to determine if a special permit exists for the current usage on the property.

Peter Britton, Hamilton Affordable Housing Trust liaison, mentioned conversion on Asbury Street by Habitat for Humanity.

Farrell as BOS liaison spoke to appointment of Land Acquisition Committee members, zoning by-law stakeholders meeting, Patton Homestead progress, community survey that will be reissued with a few additional questions relating to Town demographics, wants and needs (i.e., 3% CPA surcharge).

Grant to be considered for eligibility: Winthrop School playground

Jen Daniels and Nancy Littlehale spoke to CPA grant request for \$125,000 to replace 35-year-old playground equipment and install rubber safety surface at Winthrop School as part of a \$220,000 project. The Friends of Winthrop organization has raised \$72,000 towards the project. Grants are being sought and a \$4,000 corporate donation was received as well as \$3,500 from school students. A buy-a-brick campaign is underway for the project.

Discussion ensued about whether or not there was participation from Wenham CPC in the project, and if HWRSD recognized educational function of the playground. The HWRSD is supportive of project but is not providing any funding. Also questioned was who would be responsible for maintaining the playground equipment, and if playground renovations are part of the HWRSD's strategic plan. Discussion addressed timing for project installation based on when funding is raised and procurement process is completed. It was noted that the CPC would

only approve the project based on Wenham CPC's approval as well. Also, that the HW School Committee should be contacted to understand its level of support for the project including financial.

Jay Butler moved that the CPC table the discussion on this grant request until the next meeting. Preston seconded the motion. VOTE: Unanimous.

Grant to be considered for eligibility: Patton Homestead

Discussion ensued with the Patton Homestead Incorporators who are seeking \$250,000 in CPA funds to renovate and make the house code compliant. A grant paid for a facility evaluation report that will be completed at the end of January. A presentation will be given at the February 22, 2016 Selectmen's meeting on the cost of renovation and revenue options possible at the property. The property is eligible for national register status. Grants are being investigated including a Mass. Cultural Facilities grant.

It is costing the Town \$37,000 annually to operate the estate. The focus is on preserving the historic property and working toward understanding what needs to be done at the site to foster self-sustainability. The CPC is interested in hearing from the BOS on the matter before the CPC takes a vote. Discussion addressed if the CPC should do a site walk at the property.

Butler moved that this project be tabled until the Patton Homestead Incorporators request another meeting with the CPC. Farrell seconded the motion. VOTE: Unanimous.

Grant to be considered for eligibility: HW Regional High School Field Renovation

Discussion was on the \$67,000 request for design/engineering proposal for a turf field at the HWRHS campus to determine what the project would consist of and how much it would cost. The turf field was identified as the second priority in the Recreation Master plan. Hamilton would be responsible for \$45,000 of the total cost of the proposed design/engineering. There is interest in a turf field in Hamilton and Wenham to help alleviate overuse of existing athletic fields by school and youth athletic groups. Private fundraising will also be done for the turf field project.

Discussion addressed what part of a turf field project CPA funding could be used for: track reconstruction, lighting, site work to lay down track. Certain elements of a turf field could not be funded by CPA such as the carpet. Also questioned was whether or not a turf field is a school department versus town project and if HWRSD would consider funding a part of project (\$10,000) as well as what benefit such a field would have for the broader community (i.e., use of field when school teams are not using it). HW Recreation Director Sean Timmons described how there is support for the project from Hamilton residents/officials and some Wenham residents. It is unknown if the Wenham BOS support funding the project including its \$23,000 share of design costs at this time.

Butler moved to table this project until the CPC hears from other involved entities. Whipple seconded the motion. VOTE: Unanimous.

Future Anticipated Grants

None at this time.

CPA surcharge increase

Discussion was on how more financial information is needed as well as what steps can be taken to educate the public about a proposed increase in CPA surcharge from 2% to 3% possibly through the League of Women Voters.

Sunset clauses/grants to be cancelled

Discussion ensued about how Town counsel had opined that the CPC does not have to go to Town Meeting to close out grant projects that are no longer active. Sunset clauses for future projects, negotiated with a grantee, will be included in CPA funding warrant article.

Butler moved to close the Senior Center lettering project (\$762 is left from that project). Whipple seconded the motion. VOTE: Unanimous.

Other business

Discussion ensued on the project evaluation tool and how it could more effectively be used by the Committee.

Adjournment

Whipple moved to adjourn at 10:10 p.m. Farrell seconded the motion. VOTE: Unanimous.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: _____
Thomas Catalano Chairman