

**Town of Hamilton
Community Preservation Committee
January 22, 2015 Minutes**

Attendees

The meeting was held at Hamilton Town Hall with the following Committee members in attendance: Jay Butler, Ray Whipple, Peter Britton (arrived at 7:35 p.m.), Nepo Trepanier, Robert Preston and Jennifer Scuteri. HW Recreation Director Sean Timmons, Selectmen Chair Scott Maddern, HW Recreation Board members: Chair Steve Ozahowski, Brad Tilley, John Cusolito, Community Projects Coordinator Rachel Meketon, Director of Planning and Inspections Patrick Reffett, and COA Director Marybeth Lawton were also present. With a quorum of CPC members present, Jay Butler called the meeting to order at 7:30pm.

Acceptance of Minutes from the December 11th CPC Meeting

Robert Preston moved to accept the minutes from the December 11th meeting. Ray Whipple seconded the motion. VOTE: Unanimous.

Rachel Meketon summarized how two CPA project applications were withdrawn: record retention for municipal records since CPA coalition opined that this project does not meet the criteria of historic CPA category (preservation or rehabilitation), and purchase of Blueberry Brae Farm property for playing fields since the HW Joint Recreation Board priorities are the Town pool, turf field, and realignment of existing fields. The Conservation Restriction on the Blueberry Brae Farm property as well as hilly and wet geography make it less suitable for playing fields.

Application – Community House Renovations 2015 – Melissa Elmer

Community House Executive Director Melissa Elmer described how this is the fourth request for CPA funding, this time it is for sealing of masonry work on Asbury Street side of building including the chimney and replacement of windows, and lentils with galvanized steel as well as window wells, painting exterior trim and interior main hall ceiling, and thorough refinishing of wood floor. She noted that the 94-year-old building has been renovated with CPA funds from Hamilton (i.e., portico and cupola).

The Community House's projected annual budget for 2015 is \$450,000 with 20% of budget going into building (i.e., \$81,000). Elmer summarized capital projects from 2002 with painting projects done annually, kitchen renovation, projects to address building flooding \$30,000 including additional sump pumps, remodeled 40 Asbury Street office, portico for nearly \$250,000, and \$30,000 to install generator. The organization has a 10-year plan and sets aside \$5,000 to \$10,000 a year in operating budget for capital projects. Research has been done to identify grants but none have been received to date. However, 65% of project expenses have been absorbed by the Community House, 28% by Hamilton CPA, and 7% by Wenham.

In 1993 the building received an addition at a cost of \$250,000 that was paid for by the Community House and a new septic system was installed to handle waste from restrooms. The kitchen uses the original cesspool which does not leach well so it is

pumped frequently and needs replacement although it is not a CPA eligible project and will be paid for by the Community House.

Discussion ensued about the Community House's \$100,000 CPA fund request with mention of Wenham's CPC meeting on February 11 to vote on whether or not it would contribute CPA funds. Butler requested Elmer provide the Hamilton CPC with information on if any Community House's projects in its 10-year capital plan are eligible for CPA funding. The elevator in the addition will require replacement soon since parts are no longer available (i.e., \$15,000), boiler is 20 years old, and slate roof is being replaced piece meal.

Discussion was on \$67,000 as the latest request for Hamilton CPA funds and if this expense were included, Hamilton will have given the Community House \$220,000 since 2008. Elmer explained that the hope is that capital projects will be caught up after this request and she did not expect any others in the next three years. Also addressed was how the Community House is not a Town-owned asset and if the organization could raise more outside funds other than CPA so CPA funding could be used for other eligible categories (i.e., affordable housing).

Discussion ensued about 60 events occurring every year at the Community House with an estimated 1,000 people visiting the facility weekly for daily mission-related activities. The COA has been picking up some of the Community House programming for senior citizens, special pricing is being offered by Gourmet Delights for meals served to seniors and coordination is occurring on collaborative events.

Jennifer Scuteri moved that the Community Preservation Committee recommend a funding of \$67,100 for Community House renovations at Annual Town Meeting based on the 33% contribution by town of Wenham. Discussion ensued about a not to exceed amount that could be reduced at ATM if Wenham is not prepared to come forward with the one-third amount for the project relative to Hamilton's share of \$67,100. Elmer mentioned that in 2009 Wenham did not initially provide CPA funds to the Community House but did eventually contribute \$15,000.

Peter Britton moved this vote be tabled until the CPC's next meeting. Nepo Trepanier seconded the motion. VOTE: Unanimous.

CPC Confirmation Vote for TM – COA Replace Exterior Lettering

Discussion ensued about updated estimate from Summit Sign Company from \$3,383 to \$3,525 for purchase and installation of letters for the COA building. COA Director Marybeth Lawton will work with CPC Chair Tom Catalano on the final design for lettering.

Britton moved to amend the CPC's prior vote from \$3,383 to \$3,525 for purchase and installation of letters for the COA building. Whipple seconded the motion. VOTE: Unanimous.

Update – American Legion Pool – Sean Timmons

Sean Timmons summarized how the first public presentation was given earlier tonight on the Patton Park pool project. The joint agreement with Wenham on this project is nearly complete. Estimated costs have been provided to the Wenham CPC for that town's share of the not to exceed \$2 million total project expense: \$668,000 for construction cost and \$26,720 for design cost. For Hamilton the cost would be \$1,332,000 for construction cost and \$53,280 for design cost. The pool designer arrived at \$1.9 million total cost for pool with bather load of 224 which is 160 less than previous pool project proposed based on square footage cost for pool currently being built in Belmont that is twice as big with 600 bather load.

Brad Tilley from HW Recreation Committee described how the gradual stairway to 2.5' area proposed would allow young families with small children to use the pool which is less costly than zero entry and more functional. A kiddie pool is no longer being proposed. Also, cost savings are being proposed for smaller bathhouse and service building with a different form of construction (plastic, epoxy and hardy board). There will be a slight increase in size of leaching field under grassy deck area. The fence material (likely vinyl) will be determined later in the design process.

Whipple said he is pleased with practical design that meets need for young kids, swim team, reduced size and building, and stated that he would be supportive of the project if Wenham participates financially, and noted that Hamilton land and public safety personnel will be used for this project. Timmons explained that Wenham is much more supportive in this process now than previously, and work is being done toward not to exceed \$2 million, and hopefully more fundraising will be done.

Discussion ensued about possibility of Hamilton using new Ipswich YMCA pool complex versus a new Town pool. HW Recreation Committee Chair Steve Ozahowski noted that children could ride or walk to a Hamilton pool not an Ipswich pool and it would be a Hamilton and Wenham resource for families. Also mentioned was use of Patton Park near the pool area. It is anticipated that cost of pool membership should sustain cost of operating facility. Sean Farrell, Hamilton Avenue, spoke to the younger families who are interested in staying in Town to swim. Timmons mentioned that without the pool in the park this past summer there was a 40% reduction in the park program, and when swim team was offered at Beverly Y there was not enough interest to offer the program.

Discussion reiterated projected pool construction cost being based on Belmont pool construction costs with built-in contingency plan for increase in construction costs by the time Hamilton would be building a pool. Also mentioned was that a gunite pool is planned versus dry concrete and it is likely that South Shore Gunite would bid on the project again since there are few contractors to bid but architect is confident with cost numbers presented for project. Discussion revisited how families would be more inclined to participate in a community pool versus going out of Town to swim.

Discussion was on how the CPC would decide how the project would be paid for with cash or bonding. The CPC tabled the vote on this project until next month when there would be a full array of members present, Wenham CPC's vote on the project might be known, and

information on how to finance pool would be presented by Finance Department. Scuteri recommended that there could be two Town Meeting warrant articles: one for bonding and another for cash. She and Butler expressed support for the pool project. Britton commended the Recreation Committee for coming forward with a revamped pool project but stated his interest in not committing two-thirds of CPA funding to bonded projects such as Donovan acquisition.

CPC subcommittee update

A subcommittee comprised of Tom Catalano, Ed Howard, and Jay Butler has met a number of times along with Community Projects Coordinator Rachel Meketon to review submission guidelines for grants and annual plan (latest plan updated on Town website). A grant list will also be added to site. An annual open CPC meeting is proposed for May and items such as annual plan as well as operating procedures for the Committee will be reviewed by CPC. Meketon is also analyzing the Town's CPA fund reserves to understand how funding can be spent. Also being researched is if there should be procedures for how the CPC votes. The CPC is operating under the Open Meeting Law.

Other Business

The Hamilton Historical Society has presented a quarterly report on the CPA grant it received from the CPC. Discussion ensued about CPC voting to recommend Town Meeting vote on CPA projects and Finance and Advisory Committee and Selectmen recommending items for the Town Meeting warrant to let Town Meeting decide.

Discussion ensued about how the Town is losing affordable housing stock due to developers buying properties, tearing down the existing housing, and constructing much more expensive housing. Britton reported on Affordable Housing Trust meeting where concept of \$15,000 grants for 15-year deed restriction on septic systems and roofs was discussed.

Schedule next meeting and identify future topics

The Committee will vote on the Donovan acquisition bond and CPA administrative costs next month. The Committee scheduled a meeting for February 5 (where there will be a subcommittee update) with placeholder for February 12 meeting after the Wenham CPC meets on February 11 and votes on pool project. The CPC reiterated its interest in analyzing bonding scenarios on the pool project provided by Finance Department. Discussion ensued about need for CPC to focus on how the Committee grants CPA funds for projects moving forward in the next 10 years.

Meeting Adjournment

Preston moved to adjourn the meeting at 9:15 pm. Britton seconded the motion. VOTE: Unanimous.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: _____
Thomas Catalano Chairman