

HAMILTON COMMUNITY PRESERVATION COMMITTEE

MINUTES OF MEETING

March 9, 2017

Members Present: Jay Butler, Tom Catalano, Chris Currier, Peter Britton, Shawn Farrell, and Ed Howard.

Coordinator: Dorr Fox

This meeting was called to order by Tom Catalano at 7:30 pm with a quorum established.

Minutes

Motion to approve the February 9, 2017 minutes made by Ed Howard.

Seconded by Chris Currier.

Vote: Unanimous to approve.

Committee Member Reports

Ed Howard reported that the Planning Board was trying to present options of different styles of Planned Unit Development such as Cottage Housing at Town Meeting. Mr. Howard did not think there was enough profit for the developer, but would vote for the option to create a varied housing stock.

Chris Currier reported on the Conservation Commission who discussed the Patton Ridge Development including drainage pipes dumping water onto the Town owned open space. The developer was fully on board for action to remedy the situation.

Tom Catalano noted the Historic District Commission had met to discuss the DPW cell tower with a balloon test scheduled for April 8 to make a photo montage showing the cell tower's impact. Abutters were present to ask why the location was Town Hall rather than the landfill site. Dorr Fox said reception on Chebacco Road was better than at Town Hall, where reception was terrible. The payment to the Town would be \$30,000. The HDC would reserve judgement until after the balloon test was complete. Peter Britton suggested looking at the performance of the Asbury St. cell tower to determine what it could accomplish before deciding about the Town Hall site.

Peter Britton met with Rob Brennan who represented Cape Build, which had a different model for housing and had become a Host Community Agreement partner. Cape Build constructed workforce housing and cottage type housing similar to Riverwalk in Concord. Mr. Brennan's company served a different average medium income (80-120% ami) than Harborlight (60% ami). The speed of projects would be faster than Harborlight's model. Mr. Britton thought the different approaches would complement each other.

Tom Catalano looked over the matrix of various projects. Dorr Fox had put it together based on what the Affordable Housing Trust had voted. Stop signs meant the project was stopped, but consideration could be renewed, except for Central Avenue.

Shawn Farrell recalled the Selectmen were looking for volunteers for the Town Hall Building Committee. Mr. Farrell reported that Chief Stevens offered a review of the Fire Department and recalled 870 calls last year, which were mostly medical. There were 16 fires. There was a new 25' boat from the Coast Guard. There were four full time employees with two on retainer for night time coverage. The future of the fire department merging with other fire departments was discussed after considering the increasing amount of medical calls with the diminishing number of call fire department employees to cover them. There were 70 employees in the Town and adding five new firemen would dramatically increase the workforce. Peter Britton correlated the lack of volunteer coverage with the lack of affordable housing. Mr. Farrell said the Selectmen re-opened the warrant and closed it with changes. The Patton Homestead Board of Directors presentation was tabled because the RFP was still out. The Selectmen had a discussion about the Planning Board and Zoning Board's review of 227 Willow St. including the height of the elevator and suggested tightening up the Willow Street Overlay District By-law. It was discussed if the builder would be required to remove the building in question and Tom Catalano noted there had been cases, where developers had to un-build their projects.

Review of Open Grants

American Legion Electrical Work

Joe Hanson stated that some of the lighting changes had been completed and the generator was almost ready to be set up creating a new panel for the connections. The Fire Alarm panel was almost there. The process was slow but a new electrical contractor, Denis Curran was helping, according to Mr. Hanson. Three phase electrical service, which was needed for the two A/C condensers, was complicating the process. The generator was single phase but the new electrical panel would separate it from the three phase. Patton Hall would always be available as a shelter in the case of emergencies.

According to Joe Hanson, next week, other panels would be purchased to be remove the old glass fuse ones. Work had been delayed due to the hall being rented out and the private Trophy Room downtown being full of customers. The permit for the electrical work had been pulled. Phasing would be preferable as a way to fund the project. Completion should be within three months.

Peter Britton asked if the Patton archives were available, would there be space at the Legion to house them. Tom Catalano said the Wenham Museum was also interested in acquiring the archives.

Review of Committee Use of Project Evaluation Tool

Jay Butler distributed copies of the Evaluation Tool that included several questions, the first of which were General Criteria questions with a total 100 point value associated with them. The higher point value would indicate a more important project. Results would be a non-binding guide. Under Specific Criteria, there would be Open Space and Recreation, Historic Preservation and Community Housing, which would have a total 50 point value each.

The Evaluation Form would be completed during real time during the meeting or shortly thereafter. Results would be published before voting occurred. The Committee was asked to review the questions to determine if they were appropriate and weighted properly. The following were questions that were discussed:

H. was considered to have very low weighting because the CPC would like to have projects that fulfill more than one category. It was recommended to take the points away from C, which could be lowered to 10 and H. could be increased to 10 points.

B. could stress the importance of vested interest in projects by other Boards and Committees. It was suggested that the application be modified to see if the applicant had approached other Boards. It was recommended to turn B. into a question. "Has the project received endorsement....?", which would stress the importance of Board involvement.

A. must be consistent with operating procedures and could be added to information on the website. A larger construction project could be split into two grant requests, one for the development and one for construction. Discussion ensued regarding the need for a Clerk of the Works and if it should be part of the application or applicability phase. Tom Catalano said according to design/build procurement rules, the contractor would be forced to do a quality control review and that for commercial construction, 20% of the fees were related to construction administrative services. Peter Britton recalled that the pool was divided into two projects to keep it under \$1M as a way to avoid a Clerk of the Works requirement, but Mr. Catalano asserted that inspection services were provided by the contractor and engineer.

E. public benefit was the point, but it may be better phrased as cost/benefit analysis, which was a more common parlance.

Open space and recreation would be discussed at the next meeting.

Status of Wenham CPC position on Funding Application for Pingree Park Playground, Wenham, MA

Wenham voted \$40,000 to go to the Town Meeting, which would be made clear at Town Meeting.

Status of Wenham CPC and Hamilton Wenham School Department position on Funding Application for the Buker School Playground, Wenham, MA.

Wenham voted \$20,000 to go to Buker School and the School District would devote \$10,000 to the playground, which would be made clear at Town Meeting.

Review of CPC Reserves and Sources of Funding for Potential Grants

Tom Catalano said he would refer to the bar chart, which would show where the CPC stood if all were approved. The Summary Chart was confusing, according to Jay Butler. Dorr Fox indicated that Marisa Batista thought it would be a better way to do it. Mr. Fox said it implied that the CPC had met the 10% requirement for each category. The reserve would be removed, which would change open space. Totals would be placed on the bottom. The chart would start with Pingree Park playground then go to Open Space, Reserve, Historic Preservation, and then Affordable Housing Trust and Reserve to Community Housing.

Review of Warrant Article Wording for CPC Grant Requests

Dorr Fox had a couple of corrections. The Commission agreed to change it back to the original format.

Review of Town Meeting Presentation

As discussed previously.

Postcards to Advertise Surcharge Exemptions, Review of Exemption Request Form

To be discussed at a later meeting.

CPC Member Vacancy Status

Shawn Farrell had spoken to one person who was quite busy but gave four other names. Mr. Farrell would reach out to the other potential members.

Review of Open Grants-Continued

Senior Center Balustrade

Dorr Fox said there were photos provided so the balustrade could be duplicated. An original piece was also located. It was not made out of wood. Two companies made the plastic foam composite replacement pieces. Historic homes were being replaced with the best available materials while museum properties were using “like” material for the building reconstruction and repair, according to Tom Catalano.

Patton Park Cannon/Wagon Wheels

Dorr Fox contacted the vendors from South Dakota who were the people who did this work. They would do a revised estimate as it was three years ago when they submitted their previous estimate. Mr. Fox would re-measure the wheels. Mr. Fox had sent photos of the wheels. Mr. Fox was asked to remind the vendor that the wagons did not need to go anywhere. The biggest

issue was how to get the wheels to South Dakota, but it was decided they could be palletized and shipped.

Ed Howard added Planning Board candidates would be debating on March 21, 2017 at the COA building. There were multiple candidates for two positions. The Patton Board of Incorporators would make a presentation at the Selectmen's meeting on March 22, after the RFP responses were due.

Motion to adjourn made by Ed Howard

Seconded by Jay Butler.

Vote Unanimous to adjourn at 8:38 pm

Marcie Ricker

Attest

Date