

HAMILTON COMMUNITY PRESERVATION COMMITTEE

MINUTES OF MEETING

TOWN HALL—MEMORIAL ROOM

March 14, 2019

Members Present: Chair Jay Butler, Ed Howard, Robert Preston, Neil Duggan, and Mimi Fanning

Members Absent: Chris Currier, Janel Curry, Allison Jenkins, and Katherine Mittelbusher

Coordinator: Dorr Fox

Chair Jay Butler called the Community Preservation Committee (CPC) meeting to order at 7:02 p.m. with a quorum present.

Minutes—Feb. 14 Meeting

Mr. Butler confirmed one edit had been made to the draft.

Ed Howard made a motion to approve the Feb. 14 minutes. Robert Preston seconded the motion. The CPC voted unanimously among those present (5-0) to approve the minutes.

Committee Member Reports

Mr. Howard said the Historical Commission/ Historic District Commission had a longer meeting than usual and discussed its future and updating its records. They have very few records, he said. A new member joined the board who lives within the Historic District as is a requirement of the bylaw. The Commission approved new windows for one of the newer houses. There was a presentation by Department of Public Works (DPW) Director Tim Olson about Town Hall renovations. The Commission is concerned with the outside setting for the building (the frame or margins of the picture if you will) on all four sides of the building. The wheelchair ramp will be coming off when an elevator is added. There is a tombstone outside that is most likely just a marker not a grave, but the State will need to be called in to do an archaeological assessment before the earth can be disturbed. It is a fairly straightforward process, Mr. Howard said they should move forward on it sooner than later.

Mimi Fanning said she hasn't attended any Housing Authority meetings recently because she has been taking care of her husband who is ill and has had some very serious and sad family matters

that she talked about. Because of this she is resigning although she has greatly enjoyed her work with the CPC. The CPC expressed condolences and said they will miss her.

Review of Town Meeting Warrant Articles and Slides

Dorr Fox showed three slides that will be part of Mr. Butler's presentation at Town Meeting. Mr. Butler commented that the number of slides may be reduced even more prior to Town Meeting.

Ms. Fanning asked about the elevator proposed to be installed at The Community House. Mr. Preston explained there is currently an elevator in the building but it doesn't comply with State regulations and only leads to one side of the basement. The plan is to have an elevator that will give access to both sides. Mr. Preston discussed this and other work needed at The Community House that would be covered by the CPC grant (if approved by Town Meeting), including water issues to clear up. He noted the YMCA childcare program will be phased out and The Community House will be running its own before- and after-school program.

The CPC discussed that it would be good to have a Community House board member present at Town Meeting to make a push for the grant and answer questions from the community. Mr. Howard discussed that at the Finance and Advisory Committee (FinCom) meeting, the FinCom had questions about why the Town was putting money into The Community House. He stressed he personally wasn't questioning it. The CPC discussed that some in the community mistakenly believe The Community House is privately owned. Mr. Preston said it's a charitable organization that belongs to a community trust. Mr. Butler acknowledged he had heard "chatter" about non-support for The Community House, as well.

Ms. Fanning asked if anyone had thought about The Community House being turned over to the Town. Mr. Preston commented that doing so would make the Community House fall under a government rubric and be subject to many more regulations.

Mr. Duggan was curious about the driver behind those questioning the CPC's decision about funding The Community House. Mr. Butler said he received a call from Board of Selectmen (BOS) Chair Shawn Farrell who said the BOS had some concerns about the size of the grant for The Community House (\$197K) in light of other Town priorities, such as the Town Hall building renovation (\$150K). Mr. Butler pointed out that had the Town Hall asked for more money, it probably would have been granted. The \$150K asked was to cover the project (coupled with money already received) until Fall Town Meeting when Mr. [Tim] Olson would make a complete presentation and ask for the full amount needed to complete the project. CPC members said they were getting a sense the BOS and FinCom may not endorse the warrant article for the Community House, although the CPC was standing behind its decision. They noted The Community House will be starting a \$2M fundraising campaign, but doesn't yet have "skin in the game." Mr. Butler said he's kept a ranking of who has received the most money from the CPC in the past and The Community House ranked #9 on the list. With the \$197K, it would jump to #4 or #5. Ahead of it is the American Legion and Patton Homestead.

The CPC discussed that not much has been published about the work done by the Town Hall Building Committee that began operating in Jan. of 2017. Mr. Butler said he is hoping they will make a presentation at the beginning of Town Meeting and said he's talked with Mr. Domelowicz and Mr. Farrell about a need for that. Mr. Fox said he thinks that is why Mr. [Tim] Olson has been doing more outreach. The Town Hall Building Committee will meet this Wed., March 20, and give a public presentation on March 27 at the Council on Aging (COA).

Mr. Duggan asked what happens if The Community House has non-support from the BOS and FinCom. Mr. Butler explained that on the warrant will be a note stating the opinions of the FinCom and BOS. Sometimes they don't offer their opinions, but a lot of times they do, he said. People may or not be swayed when it comes time to vote.

Mr. Fox noted the BOS asked for additions to be included in the Appendix for Town Meeting stating when the notes for the large grants for Donovan Field and Sagamore Hill would be paid off. (Donovan will be paid off in 2020; Sagamore in 2032.)

Decision:

Mr. Preston made a motion to accept the Selectmen's additions to the warrant article. Mr. Duggan seconded the motion. The CPC voted unanimously among those present (5-0) to accept the additions.

Mr. Howard commented that at the Town Hall Building Committee presentation on March 27, he wishes the Committee would use the expensive speaker system that was donated to the COA because otherwise it is hard to hear. It also adds a touch of authority to what's being said. Mr. Butler said he would bring the matter to the Committee's attention.

Report on Hamilton Historical Society Eligibility Issue

Mr. Fox gave some background on the issue. Ray Whipple had made a funding request of the CPC that would include covering the cost of photographing artifacts and Mr. Butler wasn't sure that was eligible for funding. The CPC had agreed to table it. Also, there was a concern that the previous grant given for digitizing the archives perhaps shouldn't have been given as the project might not have been eligible. Mr. Fox learned from the State that the project was in fact not eligible. He received a letter to that effect, saying "monies may be expended to implement recommendations of the CPC for eligible purposes." However, the State also said that since the money was already spent, there's no way they can ask for it back at this point. Grant money may be used for preserving and restoring actual records, not for maintaining them. The photographing was said to be a part of the maintenance process.

Discussion on Upcoming Town Capital Committee

The CPC discussed a draft they received about a new committee in Town and its charter. Mr. Butler explained the idea behind the Capital Committee it is to streamline and make the budgeting process more relevant and forward-thinking so people in Town have an awareness and

can report their needs for capital expenditures, such as a new playground or affordable housing project. Other committees will be involved, such as the Planning Board, the Board of Selectmen, and the FinCom. They would like the CPC to be involved, as well.

Mr. Preston asked when the meetings would be held. Mr. Butler said Selectmen Scott Maddern, who initiated the idea, said they would meet once a month and then more frequently leading up to Town Meeting. Mr. Butler said the CPC would serve as a liaison and be sent the agenda and minutes, but would only be required to be involved if the Capital Committee were talking about something that impacted the CPC. Mr. Preston said he would be interested in serving. Mr. Butler said he will let Mr. Maddern know. Mr. Butler said Town Manager Joe Domelowicz really wanted people from the community to step up and also wanted to make the capital planning process more transparent.

Status of Metal Plaque Signage

Mr. Fox said the status of this hasn't changed. The sign at Donovan Fields is going to include all those who contributed funds, not just the CPC, so they won't be using the CPC's signs, which are already made. This same situation applies to the Town swimming pool. Further complicating matters is that the name Donovan Fields might be changed to Sagamore Fields. Chris LaPointe of Essex County Green Belt said he would come up with the design for a sign for the two sites if Sean Timmons would tell Mr. Fox who the leagues were who contributed and get all the official names for the sign. It is going to have to be a big sign to accommodate all the names. The CPC discussed that the sign should be placed on the large rock that is next to the rock with a sign for John Donovan. If they are changing the name from Donovan to Sagamore, they wondered if someone would be removing that sign.

Since the CPC paid for the majority of the three projects mentioned, the CPC was questioning not being the major entity on the signage.

Mr. Preston said Mr. Fox should give a CPC sign to The Community House Director Melissa Elmer for placement there. Mr. Fox said he would. He did contact Kate McGuire about a sign for the Housing Authority but hasn't heard back yet. He will call her again. The plaque at the American Legion is up.

Review of Open Grants

- **Patton Park Cannons:** One cannon is finished. The company wanted to deliver it last week but there was snow. By Monday there shouldn't be any snow and maybe by then the second cannon will be done. Mr. Fox thinks it makes sense to put them both back at the same time. Ms. Fanning suggested they hold a ceremony when the cannons are put back.
- **Historical Society Pictorial Collection:** Previously discussed. Mr. Butler may have signed the last invoice or there may be one remaining.

- **Patton Estate Roof Replacement and Exterior Restoration:** The grant money for the roof was spent. Much of the money for the exterior restoration has been spent, as well. The new director was hired. Mr. Fox asked if the CPC would like to schedule a tour with her or invite her to come to a future meeting and give an update. The CPC was hesitant about requiring a Town employee to attend the evening meeting if she is paid hourly and is not salaried. Mr. Fox will check on that. If they do bring her in, they will schedule it for after Town Meeting.

Mr. Fox noted the next meeting date is Election Day, so the CPC can either skip holding an April meeting or pick another day that month, perhaps April 18. The CPC decided to wait and see whether a meeting in April will be needed. If not, the next meeting will be May 9.

- **Brooks House Renovations:** Ms. Fanning believes they have completed all they were going to do until the spring, although she hasn't attended any meetings lately to confirm this.
- **Town Hall OPM:** The word from Mr. Farrell is that recently it was decided that there won't be a separate ask at Town Meeting aside from the \$150K sum approved by the CPC. As previously discussed, they are going to try and stretch the funds for Town Hall that they already have to get to July 1. Then at Fall Town Meeting, they will make a full-blown presentation and ask for the entire amount, which would be a bond obligation. There is a Town Hall Building Committee meeting on March 20 and another on March 27 to get the final cost for the project.
- **Knotweed Removal Program:** Will happen in the spring.
- **Affordable Housing:** The Hamilton Affordable Housing Trust (HAHT) is looking at a property on Asbury Street. Phil Marcorelle, who lives across from Canter Brook, has property he would like to make available for affordable housing, and the Trust is hoping to work with Habitat for Humanity again. HAHT Chair Russ Tanzer will contact Don Preston of Habitat and they hope to get the parties to meet at the next meeting in April. Mr. Fanning asked about the houses already located on the property. There are three lots. Mr. Marcorelle lives in the front lot, the second lot is where his mothered lived, and the third lot is where a cell tower is and where they are thinking of putting the houses.

Mr. Preston inquired about what is happening at Canter Brook, which he said was just a pile of dirt. Mr. Howard said there was a sunset clause on the sign there, so it will go away after the units are sold. Mr. Fox said he hadn't heard whether the developer had gotten a building permit yet.

Mr. Fox said another project being discussed is at the property that Gordon-Conwell Theological Seminary had carved out and sold, located at the corner of Miles River Road and Bridge Street. The developer is not going to be asking the Trust for money; he wants to do a privately funded 40B. He will be meeting with the neighbors there to work out issues.

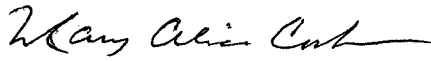
- **Master Plan Housing Element:** The next meeting date was changed.
- **The Patton Park Basketball Courts:** Mr. Fox doesn't think the project has started yet but will check.
- **Weaver Pond Restoration:** Mr. Butler received invoices for the project. It is moving forward.

Other Business as Necessary

None

Adjournment

Mr. Howard made a motion to adjourn the meeting at 8:05 p.m. Mr. Preston seconded the motion. The CPC voted unanimously among those present (5-0) to adjourn the meeting.



Mary Alice Cookson
Minutes Secretary



Attest

5-9-19

Date