COMMUNITY PRESERVATION COMMITTEE
JUNE 13, 2019

Members Present: Chair Russell Robbins; Vice-Chair Sandy Cuny; Financial Director Paul Glynn; John Druley; Michael Stone; Steve Patton
Also Present: Carole Sutherland; Sharon Gay; Selectman Sam Patterson; Housing Coordinator Carla Feroni; Commodores representative Bob Curtis and Recreation Director Joe Olenick:
Absent: Holly Wilson; Nicole Goldman

Chair Russell Robbins opened the meeting at 7:00 PM in the School Administration Building.

PUBLIC COMMENT: None

FAHF REQUEST:
Falmouth Housing Coordinator, Carla Feroni, appeared before the committee to request a $425,000 appropriation at the November Town Meeting. The Trustees (BOS) approved the request on June 3rd. This appropriation will fund $325,000 toward the Brick Kiln Place rental development project, when additional funds are available and includes $100,000 for short term funds that could be available for affordable housing requests that may arise.

Sandy Cuny remarked this project is a time urgency matter. The committee wants to fund the project to its full amount or the project will stall without the full appropriation.

On the motion of Paul Glynn, seconded by Sandy Cuny, the committee VOTED: to approve an appropriation of $425,000 from CPA funds at the November Town Meeting.

Consultant Sharon Gay provided a funding sheet of CP funds available for November 2019 Town Meeting Appropriation Requests, which listed the balance of funds in the Community Housing; Historic Preservation; Undesignated Fun Balance; FY2020 Estimate Revenues and budgeted reserves from the April Town Meeting.

Sandy Cuny offered a motion to take the agenda out of order to hear from Commodores representative, Bob Curtis and Recreation Director, Joe Olenick on the following two projects relating to Guv Fuller Field:

NOVEMBER 2019 CP FUND PROJECT APPLICATION DISCUSSION.
A background summary and update of the Guv Fuller Field Rehab project was discussed. Following discussion, the committee affirmed the Guv Field Rehab Phase 2 met the criteria for time urgency. Increased costs will occur because of the change in bid process (4 subcontractors to one general contract); changes in netting for the dugouts; fencing and the escalation of prices from the original bid process.
The project is likely to be rebid and an engineering proposal will be incorporated.

2018 GUv FULLER FIELD REHAB PROJECT: Amendment request
Recreation Director Joe Olenick and Commodores representative Bob Curtis, appeared before the committee to request an amendment in order to reallocate a portion of the available funds ($425,709) to cover the cost of engaging the consultant, Gale Associates, to develop an assessment of the site, prepare bidding documents; review the bids submitted, and monitor construction. Depending on the selected projects for bidding, the engineering cost is estimated to be $77,150. If the emergency request is approved, it would increase the project funding by $149,645 for a total project cost of $627,460.
On the motion of Sandy Cuny, seconded by Steve Patton, the committee approved an amendment request in the original 2018 appropriation to allow engineering costs to be incorporated into the balance ($425,709) contingent upon review of the town engineer.

The committee will review the documents for discussion and project interview at the July 11th meeting. A formal vote on the project will be held in August.

**HOUSING NEEDS DISCUSSION:**
Carole and Sharon prepared a history on housing issues for the past year and comments supporting the FAHF process to assist the committee in coming to a consensus and further discussion. Sandy Cuny asked for a financial summary of available funds and stated the town should also provide a matching figure. John Druley, a member of the Working Group, agreed on the right to know how much money is available and which applicant is a priority. Bob Brown spoke to the need for 2-3 bedroom units. He suggested the town could raise the funds through a bond bill for Affordable Housing. Following discussion, Sharon Gay will email members a financial data summary.

**CP PLAN AND CPC OPERATING PROCEDURES:**
Carole Sutherland discussed the proposed edits to the draft. Appendix D will remain as part of the Plan. Sharon Gay worked with the Finance Department to update Appendix C, which focuses on the CP Fund Revenues, Debt and Allocations from 2005 through 2035. Formal vote on the CP Plan will take place at the July 11, 2019 meeting.

**CP DRAFT OPERATING PROCEDURES:**
The only change was the timing for the election of officers, which can be at either the last meeting in the outgoing fiscal year, or the first meeting in the new fiscal year. Formal vote will occur at the July CPC meeting.

**CPC OFFICERS FOR FY 2020:**
On the motion of Paul Glynn, seconded by Robert Brown, the Committee moved to approve the following slate of officers for 2019 – 2020:

Russell Robbins – Chair  
Sandy Cuny – Vice-Chair  
Paul Glynn – Financial Officer  
Michael Stone – Clerk

**CHAIRMAN’S REPORT:** None

**ADMIN/CONSULTANT REPORT:**
Carole Sutherland reported the contracts for the historical consultant and web designer are up for renewal. Consultant Sharon Gay reported the social media component of the web site needs updating. Subsequently, a training session on the web site will be planned. There will be an addendum to future project applications that will involve other departments or committees. They will be responsible for reviewing and defining the role they will play. Documents will be provided by the Board of Selectmen on all projects they approve. A posting will be provided on both web sites as of June 3, 2019.

**FINANCIAL REPORT:** None
REVIEW AND APPROVE CPC MINUTES: (1) MAY 9, 2019  (2) APRIL 29, 2019
On the motion of Paul Glynn, seconded by John Druley, the committee VOTED: to approve, with two abstentions, the May 9th minutes with corrections.

The April 29, 2019 draft minutes will be posted.

There being no further business, the meeting adjourned at 9:05 PM to meet again on **THURSDAY, JULY 11 2019 AT 6:00 P.M IN THE SCHOOL ADMINISTRATION BUILDING.**

Submitted by:  Mary J. Little, Recording Secretary