

COMMUNITY PRESERVATION COMMITTEE MINUTES

June 17, 2020

Zoom Webinar Video Conference

MEMBERS PRESENT: Chair Russell Robbins; Vice-Chair Sandy Cuny; Finance Officer Paul Glynn; Clerk Michael Stone; Bob Brown; Steve Patton; Peter Walsh

ALSO PRESENT: Carole Sutherland; Sharon Gay;

ABSENT: John Druley; Annie Dean

DOCUMENTS FOR DISCUSSION AND REVIEW:

1. Timelines – 3 Options for upcoming CP Fund application schedule/funding rounds
2. 2020 CP Plan and Operating Procedures- Drafts
3. Draft 2020 Annual Needs Assessment Report
4. Appendix C for CP Plan – 3 financial documents
5. Project Amendment Request Refill Reuse Falmouth Water Stations
6. Financial Report – Project payouts since March 12 meeting
7. Draft minutes from 3-12-20 meeting and Annual Needs Assessment Hearing

PUBLIC COMMENT:

Jennifer Mullen apprised the committee on the upcoming abbreviated Town Meeting scheduled for 6/22/20, saying that the CPC administrative expenses article was the only one of the CPC articles on that warrant, which would be taking up only essential items. Jennifer said that in 30 days' time, a decision would be made regarding when to resume the recessed Town Meeting. When Town Meeting reconvenes, the remaining 11 CPC articles will be taken up. She went on to say that after the tax rate is set in late November 2020, Estimated Revenues for FY2022 are available for appropriation.

UPDATE – CPC 2020 PROJECT RECOMMENDATIONS

Main points were explained by the Finance Director under the previous item.

UPDATE-FUTURE APPLICATION/FUNDING ROUND SCHEDULE:

Carole Sutherland explained the document that laid out 3 different scenarios for approaching the application schedule and funding rounds for the next year. The basic choices before the committee are these: make no change from current practice; exchange the main funding round (spring) with the time-urgent round (fall) in 2021; accept time-urgent applications only for both spring and fall funding rounds, and resume the accepted practice in April 2022. She also mentioned possibly using a pre-application form to establish the time-urgency of a project. The committee was asked to review these options for discussion and vote at the next meeting.

2020 CP PLAN AND CPC OPERATING PROCEDURES:

Carole Sutherland explained to the committee that they should review the drafts of each of these documents for a vote at the next CPC meeting. Updates to the CP Plan include 1) a revised Appendix C, which consists of 3 financial documents; 2) the 2020 Annual Needs Assessment Report; and 3) updated lists of projects in the four funding categories.

The Operating Procedures will be updated to include information about using Zoom in the section under *Meetings* on p. 3 of that document.

CPC OFFICERS FOR FY2021:

Staff reported that one CPC member had notified the CP office of interest in an office. The CPC was asked to notify the office in advance of the July meeting so that a slate of FY2021 CPC officers could be voted at that time.

RESULTS OF 2020 ANNUAL NEEDS ASSESSMENT HEARING

Members offered their comments on the NA hearing that occurred on 3/12/2020. Summary comments will appear in the final report that will be part of the CP Plan to be approved at the July CPC meeting. Comments included the importance of recreation projects to both the long- and short-term goals of the town, the on-going need for family housing in Falmouth, and the reminder that CPA has four funding categories, a fact that the CPC must keep in mind.

PROJECT AMENDMENT REQUEST – Refill Reuse Falmouth Water Stations

Alan Robinson, project manager for the Water Stations project, was invited into the Zoom meeting and explained the reason for the requested change in the location of two stations. Unforeseen logistical challenges with the Trotting Park fields and the Rt. 151 softball fields stations related to water mains/piping necessitated a substitute location, resulting in a proposed location at the bikeway parking lot at Depot Ave. Mr. Robinson also explained that the stations are not on right now due to state requirements regarding use of water bubblers. He said the Depot St. station will be installed in July.

On the motion of Sandy Cuny and seconded by Peter Walsh, the CPC VOTED: To approve the amendment request for the new water station change.

Roll call vote by Chair Russell Robbins: Cuny – Yes; Stone – Yes; Walsh – Yes; Patton – Yes; Brown – Yes; Glynn – Yes

CHAIRMAN’S REPORT:

Chair Russell Robbins thanked Sandy Cuny for her service on the CPC. Sandy’s 3 consecutive 3-year terms will come to an end on June 30, 2020. He also thanked Town Planner Tom Bott for assisting with the first Zoom meeting of the CPC.

ADMIN/CONSULTANT REPORT: None

FINANCIAL REPORT:

Russ Robbins provided a report on the following projects that have received payouts since the last CPC meeting in March:

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| 1. State of the Art Skatepark: | \$ 72,200 |
| 2. Guv Fuller Rield Rehabilitation | \$ 40,500 |
| 3. Wicks House Historic Structures Report and Rear Ell Rehab | \$ 85,093.55 |
| 4. Upper Childs River/Farley Bog Restoration | \$ 4,430.50 |
| 5. Nobska Light Keeper’s House-Phase 1 | \$ 8,428.40 |

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| 6. Nobska Light Keeper's House-Phase 2 | \$163,746.48 |
| 7. Lawrence School Tennis Courts | \$203,560 |
| 8. Gateway to the Greenway Heritage Trail-Gateway Park | \$ 56,200 |
| 9. Water Stations Initiative | \$ 7,199.09 |

APPROVAL OF MINUTES:

CPC Meeting – March 12, 2020

On the motion of Michael Stone, seconded by Peter Walsh, the committee **VOTED:** unanimously to approve the March 12, 2020 meeting minutes as written.

Roll call vote by Chair Russell Robbins: Cuny – Yes; Stone – Yes; Walsh – Yes; Patton – Abstain; Brown – Yes; Glynn – Yes

Needs Assessment Hearing – March 12, 2020

On the motion of Michael Stone, seconded by Sandy Cuny, the committee **VOTED:** unanimously to approve the March 12, 2020 Needs Assessment Hearing minutes as written.

Roll call vote by Chair Russell Robbins: Cuny – Yes; Stone – Yes; Walsh – Yes; Patton – Abstain; Brown – Yes; Glynn – Yes

There being no further business, the Zoom meeting adjourned at 7:15 p.m. to meet again on Thursday, July 9, 2020 at 6:00 p.m. via Zoom.

Submitted by: Carole Sutherland, CP Coordinator