

COMMUNITY PRESERVATION COMMITTEE MINUTES
SEPTEMBER 27, 2018

Members Present: Chair Russell Robbins; Co-Chair Sandy Cuny; Clerk Holly Wilson; Financial Officer Paul Glynn; John Druley; Steve Patton; Bob Brown; Nicole Goldman.

Also Present: Carole Sutherland; Sharon Gay; Selectman Sam Patterson; Town Finance Director, Jennifer Petit.

Items for Discussion and Review:

Habitat for Humanity Executive Summary of Phase I Chapter 21E re: Barrows Road Project Funding Requests for April Town Meeting updated 9/27 and CPC Worksheet Community Preservation Committee FY 2020 Budget

Letter from CPC to the Falmouth Beach Committee re: Haddad Property

Letter from Charter Review Committee Chair

Draft September 13, 2018 Minutes for Discussion and Vote.

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

PUBLIC COMMENT: none

AVAILABLE COMMUNITY PRESERVATION FUNDS FINANCE DIRECTOR

Town Finance Director, Jennifer Petit, appeared before the committee and distributed for discussion the current CPC FY 2020 Budget and the Town of Falmouth Balance Sheet for the Community Preservation Fund. The undesignated Fund has a balance of \$1,998,987 as of June 30, 2018. She advised the committee to use last year's commitment based on the Department of Revenue funding certifications as of June 30, 2018.

She recommended not appropriating all the Affordable Housing Reserve funds, but use Undesignated Funds.

Next April, the committee could take the mandatory 10% allotment and move it into the Falmouth Affordable Housing Fund. She recommended not depleting the Affordable Housing Reserve. Always exhaust the estimated revenues before going into the Undesignated Fund. The monies appropriated at April 2019 Town Meeting cannot be used until July FY 2019.

She stated the committee can vote a budgeted reserve before the tax rate is set.

FALMOUTH AFFORDABLE HOUSING FUND DISCUSSION:

Holly Wilson stated she would like the committee to consider using funds from the Undesignated Fund balance and move them into the Falmouth Affordable Housing Fund. This would go beyond the mandatory 10% allotment to the Community Housing Reserve.

Once the Housing Production Plan is approved, the town can work toward the goal of creating 70 affordable housing units to stop an unfriendly development. She knows of some towns that have used all their undesignated funds for affordable housing.

She advised the former nursing home on Jones Road is available and by adding more funds into the Affordable Housing Fund would help a willing private developer to repurpose the building to be known as the Morse Pond Center. Additional fund could be sought from the state and other funding sources. Steve Patton agreed adding monies to the Falmouth Affordable Housing Fund because of the Fund's flexibility. The estimate cost for developing the Morse Pond Center is \$4.5 million.

Sandy Cuny felt there are still four categories that require funding. She said the committee needs to ascertain what the committee can afford for the projects presently under consideration.

CP FUND PROJECT APPLICATIONS – PRELIMINARY DISCUSSIONS:

Nobska Light keeper's House Rehabilitation and Repurposing

Carole Sutherland advised she has contacted Assistant Town Counsel Pat Harris about eligibility for the project. Questions such as do they fall under the guidelines of both historic preservation and recreation. Staff discussed how this project could unfold and how it might turn into three phases.

Members questioned how the project improves recreation as it is described and whether it is eligible in its entirety. They also need input from the historical consultant.

Wicks House Restoration/Rehabilitation and Historic Structures Report

Members felt they need more details of what the \$122,600 will pay for.

Nicole Goldman felt the Historic Structures Report will tell them what to work on and in what order.

Inventory of Historic resources – Phase 3

Phase II is scheduled for completion by September 2019. Phase III is beyond their own schedule. This project was not set to begin until September 2020 and it doesn't need to be funded now. A question was raised about the Phase II contract be amended to perform more Form B's.

The Dome –at Woods Hole – Planning and Development of Rehabilitation

Nicole Goldman recused herself from this discussion.

There are two studies proposed for the project: Structural analysis and economic feasibility, to determine whether or not it is a reasonable project. There is the question of public benefit.

Sharon Gay asked if the committee if there is some component that the CPC can consider to be appropriate.

The Cape Cod Commission advised the owner must seek approval from other agencies.

Assistant Town Counsel is reviewing the project.

BARROW'S ROAD ACQUISITION PROJECT – UPDATE

The consultant for Habitat for Humanity has issued their 200-page report covering a Phase I Environmental Site Assessment. The assessment has revealed no Recognized Environmental Conditions (REC's).

The CPC will have to decide whether or not to accept Condition 4 in the LOA before releasing the \$3362,000 appropriated in 2017.

Following discussion, the committee set Wednesday, October 3rd at 9:30 AM for a meeting with all parties for a definitive explanation of the report by the consultant.

Sharon Gay stated the Town Manager is a signatory and asked if the committee wants a written recommendation accepting the report from the Town

CHAIRMAN'S REPORT:

Chair Russell Robbins advised the letter to the Beach Committee regarding the Haddad property at Menauhant Beach is available for signature per the committee's vote on September 13, 2018.

Steve Patton has agreed to serve on the Community Housing Subcommittee effective September 12.

ADMIN/CONSULTANT REPORTS:

Carole Sutherland reported:

- The Preservation Restriction on the Waquoit Church has been filed.

- The Preservation Restriction for WGBH/Davis House on Water Street, Woods Hole is awaiting filing by Town Counsel.
- An example of the proposed signage for the Andrews Farm and Andrews Grove to be located at the farm entrance off Old Meetinghouse Road was submitted.
- Chair of the Town Charter Review Committee, Peter Clark, is inviting the CPC to provide comment on any Charter review revisions that may be necessary, as they relate to the CPC.

Consultant Sharon Gay advised the committee, that at last week's meeting, they moved to accept the draft article for transferring monies to the Falmouth Affordable Housing Fund from the Community Housing Reserve. In light of the Finance Director's suggestion not to deplete the total reserve, the committee might want to reconsider the wording in the article.

The committee suggested Sharon meet with Jennifer Petit to determine what might be a suggested reserve amount in each category in order to provide a definitive recommendation and guideline principle for the three Town Meeting articles.

FINANCIAL REPORT: None

REVIEW AND APPROVE CPC MINUTES – SEPTEMBER 13, 2018

On the motion of Sandy Cuny, seconded by Holly Wilson, the committee **VOTED:** to approve the minutes of September 13, 2018 as amended. Paul Glynn abstained.

REVIEW AND APPROVE COMMUNITY HOUSING SUBCOMMITTEE MINUTES – SEPTEMBER 12, 2018

On the motion of Holly Wilson, seconded by John Druley, the committee **VOTED:** to approve the minutes of the Community Housing Subcommittee, as amended, to reflect that Steve Patton was elected to serve on the subcommittee effective September 12th.

ITEMS FOR FUTURE MEETING AGENDAS:

- Falmouth Affordable Housing Fund discussion and vote.

There being no further business, the committee adjourned at to meet again on **THURSDAY, OCTOBER 4, 2018 AT 6:00 PM IN THE SCHOOL ADMINISTRATION BUILDING.**

Submitted by: Mary J. Little, Recording Secretary