

**COMMUNITY PRESERVATION COMMITTEE MINUTES**

**July 9, 2020**

**Zoom Webinar Video Conference**

**MEMBERS PRESENT:** (Officers voted in Item #2) Chair Russell Robbins; Vice-Chair Paul Glynn; Finance Officer Mike Stone; Clerk Steve Patton; Peter Walsh; John Druley

**ALSO PRESENT:** Carole Sutherland; Carla Feroni

**ABSENT:** Annie Dean; Bob Brown

**DOCUMENTS FOR DISCUSSION AND REVIEW:**

- o Item 1 – Slate of FY2021 CPC Officers
- o Item 2- Three Possible Options for CP Fund Application Schedule
- o Item 3 – CP Plan and CPC Operating Procedures from packet
- o Item 4 – Request for FAHF Expenditure 1) non-CPA funds; 2) Gifford Workforce II
- o Item 5 – CPC Meeting Minutes-June 17, 2020

**PUBLIC COMMENT:**

Nothing on Zoom Chat

**CPC OFFICERS FOR FY2021**

**The chairman presented the following slate of officers:**

Chairman: Russell Robbins

Vice-Chairman: Paul Glynn

Financial Officer: Mike Stone

Clerk: Steve Patton

**Roll call vote: Glynn-Yes; Stone-Yes; Patton-Yes; Walsh-Yes; Druley-Yes; Robbins-Yes**

**UPDATE-FUTURE APPLICATION/FUNDING ROUND SCHEDULE:**

Carole Sutherland presented the three options and advised the committee that NO urgent requests were pending for the normal November time-urgent application review.

After discussion, Option 3 (Time-urgent-only applications for April 2021, followed by the normal time-urgent-only applications for November 2021) offered the greatest flexibility to allow applicants to submit applications on a timely basis and allow the committee the flexibility to consider urgent applications.

**Motion by Steve Patton: To adopt Option 3 Second: Peter Walsh**

**Roll call vote: Glynn-Yes; Stone-Yes; Patton-Yes; Walsh-Yes; Druley-Yes; Robbins-Yes**

**2020 CP PLAN AND CPC OPERATING PROCEDURES: Vote**

Updated versions of each document had been sent to all CPC members.

### CP Plan

Discussion began with review of written comment by Bob Brown about the inclusion of home ownership as a priority of the Plan. Bob had also submitted a request via email to staff that the definition of “support of community housing” be included in the CP Plan under the Community Housing category on p. 9.

After discussion, including Chat comment from Carla, it was concluded that all affordable housing options were implicit in the plan and specifically listed in the plan. Regarding inclusion of the definition of “support of community housing” on p. 9, the committee said that since the definition already appeared in the Glossary (Appendix A, p. 18), it would be simpler to keep the Plan as is. Carole said that she would post the approved CP Plan, but could amend it to include a reference to the definition on p. 9 at a later time if necessary.

**Motion by Steve Patton: To accept the CP Plan Second: Mike Stone**

**Roll call vote: Glynn-Yes; Stone-Yes; Patton-Yes; Walsh-Yes; Druley-Yes; Robbins-Yes**

### CPC Operating Procedures

Carole advised that no changes had been made to the existing operating procedures except the inserted sentence on p. 4 under *Meetings* to include the webinar meetings via Zoom due to the pandemic. After discussion of whether the Zoom language should be temporary, it was decided that the future was not clear and it should be included.

**Motion by Peter Walsh: To accept the CPC Operating Procedures Second: Paul Glynn**

**Roll call vote: Glynn-Yes; Stone-Yes; Patton-Yes; Walsh-Yes; Druley-Yes; Robbins-Yes**

### **WICKS HOUSE PRESERVATION RESTRICTION:**

Carole presented a request to the committee to withhold 5% of the project allocation instead of 10% as stated in the CPC’s policy regarding preservation restrictions on historic projects. The project applicant, Falmouth Historical Society, has assured the CPC of its intent to pursue the PR.

**Motion by Paul Glynn: To reduce the 10% retainage to 5% (\$6,130) for the Wicks House project only, and to change the compliance time from filing the PR with the county to getting both the grantor’s (Falmouth Historical Society) and grantee’s (Town of Falmouth through the Historical Commission) signatures on the draft PR during the initial review process. Second: Peter Walsh**

**Roll call vote: Glynn-Yes; Stone-Yes; Patton-Yes; Walsh-Yes; Druley-Yes; Robbins-Yes**

### **FAHF – RECOMMENDATIONS FOR EXPENDITURES**

#### Non-CPA funds

Carla Feroni summarized the two requests for use of non-CPA funds in the FAHF.

**1-Subsidized Housing Inventory Proposal:**

The first was for consultant services (\$4,000) to add deed-restricted properties, including 40B projects, to the state DHCD Subsidized Housing Inventory (SHI). The FAHF Working Group had reviewed the request and recommended using the funds.

**2-Monitoring Proposal:**

Carla explained the second request to seek monitoring services from the Falmouth Housing Trust (\$2,500) for one single-family affordable unit at 504 Palmer Ave. The monitoring would exist in perpetuity.

Carla explained that some private donations have been made to the FAHF, including from Priscilla Garrity, a local realtor who has been personally supporting the fund.

**Motion by Steve Patton: To recommend expenditure of non-CPA funds from the FAHF for the two proposals as presented Second: Peter Walsh**

**Roll call vote: Glynn-Yes; Stone-Yes; Patton-Yes; Walsh-Yes; Druley-Yes; Robbins-Yes**

Next, Carla summarized the request for a recommendation to expend \$585,000 from the FAHF for Falmouth Housing Corp.'s construction of 9 one-bedroom rental units called Gifford Workforce II; a tenth unit has already received the allowed \$65,000 expenditure. The FAHF Working Group has recommended the requested expenditure. Brief discussion included updates on the progress of the project itself.

**Motion by John Druley: To recommend expending \$585,000 from the FAHF for FHC's Gifford Workforce II housing project, contingent upon a Town Meeting vote to allocate \$1,357,518 to the FAHF from the CP Fund. Second: Peter Walsh**

**Roll call vote: Glynn-Yes; Stone-Yes; Patton-Yes; Walsh-Yes; Druley-Yes; Robbins-Yes**

**CHAIRMAN'S REPORT**

Russ reported that he attended the June 22, 2020 abbreviated Town Meeting and the CP administrative budget was approved; all other 11 CPC articles are delayed until a full Town Meeting happens.

**ADMIN/CONSULTANT REPORT:**

Carole reported a need for liaisons for two projects that Sandy had monitored. Russ will pick up Nobska Keeper's House-Phase 2, and Mike will pick up the Skate Park.

**FINANCIAL REPORT:**

None – full list will be provided at August meeting.

**APPROVAL OF MINUTES:** - June 17, 2020

**Motion by Steve Patton: To approve as amended Second: Peter Walsh**

**Roll call vote: Glynn-Yes; Stone-Yes; Patton-Yes; Walsh-Yes; Robbins-Yes;  
Druley-Abstain**

There being no further business, the Zoom meeting adjourned at 7:15 (**Motion by Paul Glynn and seconded by Peter Walsh**) to meet again on Thursday, August 13, 2020 at 6:00 p.m. via Zoom.

**Roll call vote: Glynn-Yes; Stone-Yes; Patton-Yes; Walsh-Yes; Druley-Yes; Robbins-Yes**

Drafted by Steve Patton in collaboration with CP staff