

TOWN OF YARMOUTH
COMMUNITY PRESERVATION COMMITTEE
MINUTES
January 26, 2011
FINAL

PRESENT: Gary Ellis, Nate Small, Gloria Smith, Dorcas McGurrin, Jack Mulkeen, Thomas Kelley
STAFF: Jennifer Coutinho
LOCATION: Room A, Town Offices, 1146 Route 28, South Yarmouth, MA

HANDOUTS AT THE MEETING

(Located in the Department of Community: Development)

1. Habitat for Humanity in Yarmouth application #72 approval, 1/4/11
2. Housing Trust general deposit #73 and buy-down application #74 approval, 1/4/11
3. Community Connections Handicap Garden application #75 approval, 1/4/11
4. Englewood Sailing Center Design & Eng. Application #76 approval, 1/4/11
5. HSOY Capt. Bang Window preservation application #77 approval, 1/4/11
6. Taylor-Bray Farmhouse archeology application #78 approval, 1/4/11
7. Town Clerk historic record preservation application #79 approval, 1/4/11
8. 1858 Barnstable County map restoration application #80 approval, 1/4/11
9. Cellar House building addendum #29.1 approval, 1/4/11
10. Official Notice of Regularly Scheduled 2011 CPC meetings to Town Clerk, 12/27/10
11. From Karen Green re: Taylor-Bray Farmhouse Addendum Follow-up, 1/5/11
12. From Habitat for Humanity re: CPA application recommendation, 1/10/11
13. From Jack Duggan re: Taylor-Bray Archeology Project matching funds, 1/19/11
14. Email requesting a meeting with the Board of Selectmen to discuss the proposed Town Meeting articles, dated 1/24/11.

NEW BUSINESS

Convene: Chairman Ellis opened the Community Preservation Committee (CPC) meeting at 3:06 p.m. All members were present except Tom Roche and Mary Ann Walsh.

Correspondence: The CPC reviewed the application approval letters for the 2010 funding cycle. They also received the official notice of regularly scheduled 2011 CPC meetings, a letter from Habitat for Humanity regarding the CPA application recommendation, and a letter from Jack Duggan regarding Taylor-Bray Archeology Project matching funds.

APPROVAL OF MINUTES

Ms. Smith made a motion to approve the December 8, 2010 meeting minutes as presented. Mr. Small seconded. Vote unanimous 5-0. Ms. McGurrin made a motion to approve the December 15, 2010 meeting minutes as amended. Mr. Small seconded. Vote unanimous 5-0. Mr. Small made a motion to approve and hold the December 15, 2010 executive session minutes as presented. Ms. McGurrin seconded. Vote unanimous 5-0. Mr. Kelley arrived at 3:08 p.m.

VOTE ON 2010 APPLICATION

Taylor Bray Farmhouse Rehabilitation Application Addendum (#31.2): The CPC reviewed a memo from Karen Greene outlining the details of the additional \$75,000 request for the Taylor-Bray Farmhouse. The estimated project costs, based on the apparent low bidder, are as follows: base bid \$457,000; alternate 1 - \$ 63,600; alternate 2 - \$74,000; contingency - \$45,700; contract administration - \$20,000, which totals \$660,300. There is \$595,555 available in the CPC project account which leaves a shortfall of \$64,745. Ms. Greene requested an additional \$75,000 to complete the project in entirety.

Mr. Kelley moved to approve the Taylor Bray Farmhouse Rehabilitation Application Addendum (#31.2) in an amount not to exceed \$75,000 from the undesignated fund balance. Ms. McGurrin seconded. The vote was unanimous 6-0. Mr. Ellis stated that the Town Meeting explanation should use the exact figure of \$64,745.

PROJECT UPDATES

Cellar House (1377 Bridge Street): Ms. Coutinho reported that she met with Terry Sylvia, Town Planner, and Rick deMello, Town Engineer, to discuss the bid documents for the Cellar House. Given the complexities associated with bid documents for a building and the lack of staff capacity in-house, the Town would like to hire a consultant put the project out to bid. Vanasse Hangen Brustlin, Inc. (VHB) completed the architectural designs and prepared the bid documents. Staff will obtain a quote from VHB to put the project out to bid. In terms of timing, the bid results would be available before Town Meeting and the CPC could make a recommendation from Town Meeting floor.

Mr. Kelley made a motion to spend up to \$10,000 for bid assistance associated with the project. Ms. McGurrin seconded. Vote unanimous 6-0.

86 Alms House Road, Yarmouth Port: Ms. Coutinho reported that she and Mr. Ellis presented the project to the Old Kings Highway (OKH) Regional Historic District and they unanimously approved the demolition of the house, corral, and shed. The next step is obtaining a demolition permit from the Building Department. Abutters were present at the meeting and they requested that the Town grade the dirt road after the trucks remove the debris as they thought the heavy trucks may damage the road. Staff informed the abutter that she would ask the Department of Public Works about grading the road after work is completed.

Historic Resource Inventory Matching Funds: Ms. Coutinho explained that the Massachusetts Historic Commission has invited the Historical Commission to apply for matching funds for the project. The Town must submit the grant application by the end of March.

281 Route 28 (1750 Park): Mr. Ellis explained that the landscaping is complete and the final phase of the project is creating a lookout platform where the current dock exists. The Conservation Administrator is working on obtaining a quote for the project.

OTHER BUSINESS

2011 warrant articles: The CPC reviewed the draft 2011 Annual Town Meeting (ATM) warrant articles and the brief explanations. The group discussed the articles, in particular, the land acquisition article. Mr. Mulkeen explained that he and Peter Johnson-Staub, Acting Town Administrator, must set up a meeting with the property owner to begin negotiations and possibly come to an agreement before Town Meeting.

Community Preservation Coalition Updates: The CPC reviewed the registration notification for the April 2011 CPA Conference, a request for Legislative Support for Senate Bill 90 (SB90), and the Coalition's December 2010 newsletter. Staff will submit a letter of support to the State representatives urging them to support SB 90.

ADJOURN

As there was no further business, Ms. Smith moved to adjourn the meeting at 3:56 p.m. Ms. McGurrin seconded. Vote unanimous 6-0.

Respectfully submitted,
Jennifer Coutinho, Program Coordinator

Mary Ann Walsh, Clerk