

TOWN OF YARMOUTH
COMMUNITY PRESERVATION COMMITTEE
MINUTES
July 27, 2011
FINAL

YARMOUTH TOWN CLERK
11 NOV 10 AM 11:25 RE

PRESENT: Gary Ellis, Tom Roche, Nate Small, Gloria Smith, Thomas Kelley,
Jack Mulkeen, Hugh March

ABSENT: Mary Ann Walsh, Dorcas McGurrin

GUESTS: Peter Johnson-Staub

STAFF: Jennifer Coutinho

LOCATION: Hearing Room, Town Offices, 1146 Route 28, South Yarmouth, MA

HANDOUTS AT THE MEETING (Located in the Department of Community Development)

1. CPA application #82 Land Acquisition on Route 28 (distributed in executive session only)
2. Draft contract # 2011-5 Sailing Center Engineering and Design Services
3. Draft contract #2010-6 Historic Resource Inventory
4. Email From WGH to CPC re: 6 New Hampshire Ave (Red Rose Inn), 6/23/11
5. From JC to Brandolini re: Clarification on West Yarmouth lot, 6/28/11
6. From JC to Conservation Commission re: 281 Route 28 mowing, 6/29/11
7. Town Counsel opinion on VHB invoice and client authorization, 7/6/11
8. From Judith and Elvio Rodrigues to BOS re: Forest Road Housing Project, dated 6/6/11 and 6/16/11
9. RCL from WGH to Rodrigues re: Forest Road Housing Project, 6/20/11
10. RCL from Rodrigues to WGH re: Forest Road Housing Project, 6/29/11
11. From Rodrigues to Community Preservation Coalition re: Forest Road, 7/9/11
12. RCL to Rodrigues from Community Preservation Coalition re: Forest Road, 7/12/11

Convene: Chairman Ellis opened the Community Preservation Committee (CPC) meeting at 3:00 p.m. All members except were present.

EXECUTIVE SESSION

A motion was made by Mr. Roche and seconded by Ms. Smith to convene executive session at 3:01 p.m. under MGL Chapter 39, section 23B, to discuss a possible land acquisition at 679 and 681 Route 28. Roll call was taken: Gary Ellis, yes; Tom Roche, yes; Nate Small, yes; Gloria Smith, yes; Thomas Kelley, yes; Jack Mulkeen, yes; Hugh March, yes. Vote unanimous 7-0. The open meeting resumed at 3:26 p.m.

NEW BUSINESS

Correspondence: The CPC reviewed a memo from the Town Administrator to the CPC regarding 6 New Hampshire Ave (Red Rose Inn) dated 6/23/11. The memo stated that due to the considerable cost to acquire the property, coupled with costs for site improvements and future maintenance, make any proposed use financially infeasible to the Town at this time and price. As such, the Town does not recommend at this time the acquisition of this parcel and they do not wish to submit a Community Preservation Act (CPA) application for your consideration.

The CPC also reviewed correspondence from staff to the Building Commissioner regarding clarification on the West Yarmouth lot and to the Conservation Commission regarding the mowing of 281 Route 28. In addition, they reviewed the legal opinion from Town Counsel regarding the Cellar House bid assistance from VHB and client authorization for additional costs associated with bidding.

Lastly, the CPC received correspondence between the Town Administrator and Judith and Elvio Rodriques regarding the Yarmouth Housing Authority's proposed Forest Road Senior Housing Project, dated 6/6, 6/16, 6/20, and 6/29/11. They also received correspondence between the Community Preservation Coalition and Judith and Elvio Rodriques regarding the same project dated 7/9 and 7/12/11.

Review/ Approve Contracts: Mr. Mulkeen moved to approve Sailing Center Engineering and Design Services contract 2011-5. Ms. Smith seconded. Vote unanimous 7-0. Ms. Smith moved to approve the Historic Resource Inventory contract 2010-6. Mr. Mulkeen seconded. Vote unanimous 7-0.

Cellar House Bidding Invoice from VHB Consultant: The Town put the Cellar House out to bid prior to Annual Town Meeting 2011. On February 2, 2011, the Town entered into a contract (#81655.09) with Vanesse, Hagen, Brustlin, Inc. (VHB) to complete bid assistance for the Cellar House construction project. The contract totaled \$8,500. VHB completed the project in March, and then in April, they submitted a client authorization together with an invoice stating that total cost for the project was \$12,468.64. The additional cost of \$3,968.64 was for reimbursable expenses for postage, printing, and advertising.

The CPC reviewed Town Counsel's opinion on the contract and client authorization. Mr. Small moved to process the invoice for the original contracted price of \$8,500 plus the upset limit of \$1,000. Mr. Roche seconded. Vote unanimous 7-0. The CPC asked Ms. Coutinho to send a letter to the Town Administrator asking for a timetable for moving forward with the Cellar House project.

Public Outreach: Chairman Ellis asked Ms. Coutinho to develop a brochure about the CPA describing the benefits of the act to proactively promote its success and explain the projects Yarmouth. The CPC discussed holding its annual public hearing at the Cultural Center and inviting past recipients. They discussed other outreach efforts such as an awareness campaign at local events, a feature on the local talk show, and making an informational video.

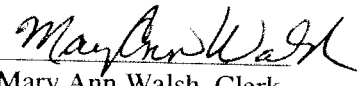
APPROVAL OF MINUTES

Vice-chair Roche made a motion to approve the May 25, 2011 meeting minutes as presented. Mr. Mulkeen seconded. Vote unanimous 4-0-3 with Mr. Kelley, Ms. Smith, and Mr. Small abstaining as they were not present at the meeting.

ADJOURN

As there was no further business, Mr. Mulkeen moved to adjourn the meeting at 4:38 p.m. Mr. Small seconded. Vote unanimous 7-0.

Respectfully submitted,
Jennifer Coutinho
Program Coordinator


Mary Ann Walsh, Clerk