

TOWN OF YARMOUTH  
COMMUNITY PRESERVATION COMMITTEE  
MINUTES  
September 24, 2014  
FINAL

**PRESENT:** Gary Ellis, Nathan Small, Thomas Kelley, Mary Ann Walsh, Jack Mulkeen,  
Tom Durkin, Tom Roche, Dorcas McGurrian

**ABSENT:** Fred Fries

YARMOUTH TOWN CLERK

**GUESTS:** Patricia Armstrong, Nancy Davison, Chris Kazarian

'17MAR30PM3:12 REC

**STAFF:** Jennifer Copeland

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



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**CONVENE**

Chairman Ellis opened the Community Preservation Committee (CPC) meeting at 3:12 p.m.

**NEW BUSINESS**

Correspondence: The CPC reviewed the CPC Appointment Request to the Yarmouth Housing Authority dated 9/12/14; 2014 Community Preservation Act (CPA) Application Summary; CPC Presentation schedule; Department of Revenue allowable spending purposes 2012 chart; memo to the Town Administrator, Board of Selectmen, Finance Committee, and Capital Budget Committee regarding the FY15 Community Preservation Act and Summary of Applications dated 9/23/14.

**PRESENTATIONS**

Sailing Center Preservation Project (#142): Patricia Armstrong, Parks, Recreation, and Cemetery Director reported that the project went before the State Board of Building Regulations to appeal the building code for flood requirements. The appeal was granted to the Town and lots were combined from three to one, which was accomplished through an 81X plan.

On April 1, 2013, Town meeting approved \$425,000 in CPA funding for necessary building improvements to stabilize the envelope, shore up the exterior, interior heat, a septic system, bathroom, and an outdoor pavilion. The project was put out to bid and the lowest bidder was Robert B. Our. She is therefore requesting an additional \$100,000 to reduce the funding gap between previous estimates and actual construction costs. The costs for the project are as follows:

Robert B. Our contract	\$477,439
Kelleher architect contract	\$59,000
Change order #1	\$(19,900)
Landscaping	\$15,000
<u>Contingency</u>	<u>\$12,000</u>
Total	\$543,538

Change order #1 eliminated the interior and exterior painting and pergola sail. Ms. Armstrong continued to explain that they received \$7,500 from Cape Cod 5 and there is a \$5,000 grant pending from Sherriff Cummings office. They did not however receive any matching funds from Figawi Charities. She intends on utilizing matching grant funds first and then CPA funds.

Discussion: Mr. Durkin inquired about 32 New Hampshire Avenue, which is adjacent to the Sailing Center property and currently for sale. Ms. Armstrong replied that the property is not waterfront because the town owns a 10 foot buffer between the water and the property. If the property sells, the impact to the Sailing Center is laying the sails on the ground.

Mr. Mulkeen noted that the project is good and the program helps young children. There was a general discussion about contingency and that the matching grant funds should be used for contingency. Chairman Ellis noted that the landscaping would require Conservation Commission review.

Route 6A Playground Signage & Landscape (#144): Ms. Armstrong explained that the design as presented by O'Brien and Sons was approved by the local and regional Old Kings Highway District Commissions. There will be plantings, fencing, benches, trash receptacles, and informational signs at the site. The Historic Commission and Old Kings Highway Commission will have input on the sign content.

There was general discussion regarding the number, cost, and materials for the benches and signs.

Homeownership Preservation Program (#131): Nancy Davison & Chris Kazarian of the Housing Assistance Corporation explained that this is a home repair program for those earning less than 80% of the area median income. This project targets areas such as roofs, siding, windows, and larger projects that are not addressed by its other programs like energy audits, weatherization, or The Big Fix.

Mr. Durkin asked for a breakdown of the administrative expenses, which make up 25% of the budget. The applicants stated that marketing the program, verifying eligibility, obtaining estimates, and quality control inspections were all part of the administrative expenses. With the remaining 75%, they anticipate repairs on five to seven homes at a cost between \$5,500 to \$7,700 per home.

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

- CPC Appointment Request to the Yarmouth Housing Authority, 9/12/14
- 2014 CPA Application Summary
- CPC Presentation Schedule
- DOR allowable spending purposes
- Memo regarding the FY15 Community Preservation Act and Summary of Applications, 9/23/14.

**ADJOURN**

As there was no further business, Ms. McGurrin moved to adjourn the meeting at 4:52 p.m. Ms. Walsh seconded. The vote was unanimous 8-0.

Respectfully submitted,  
Jennifer Copeland  
Program Coordinator



Mary Ann Walsh, Clerk