

On 9/7/17, on a motion by Jack McCormack, seconded by Ken Smith, the committee voted 4-0 to approve these minutes.

Town of Yarmouth

MINUTES OF THE COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE  
MEETING OF  
May 9, 2017

The Yarmouth Community & Economic Development Committee held a Business Meeting at 3:00 p.m. on Tuesday, May 9, 2017 in Room A of the Yarmouth Town Hall located at 1146 Route 28, South Yarmouth, MA.

**Committee Members Present:** Ken Smith, John Barker, Mary Vilbon, Jack McCormack, Ken Driscoll

**Committee Members Absent:** Peter Q. Smith, Tom George

**Staff:** Karen Greene, Director of Community Development; Pat Armstrong, Director of Parks, Recreation, and Cemeteries; Jeff Colby, Director of Public Works

YARMOUTH TOWN CLERK

**Guests:** Carol Coverly, Yarmouth Garden Club

'17SEP12PM2:03 REC

The meeting was opened by Ken Smith at 3:00 p.m.

**Minutes:** April 6, 2017

**VOTE:** On a motion made by Jack McCormack, seconded by John Barker, the Committee voted unanimously, 5-0, to approve the minutes of April 6, 2017 as presented.

**Tourism Revenue Preservation Fund (TRPF):**

**Physical Improvement Updates:**

- Karen Greene updated the Committee on the current status of Packet Landing Pavilion, Baxter Grist Mill, and slat signs.
- Fencing – The Committee reviewed the packet and voted as follows on various fencing projects:
  - 378 Route 28, West Yarmouth (across from West Yarmouth Congregational Church) – Invasive plants will need to be removed prior to installation of a new fence. In response to Ms. Vilbon's question, Ms. Armstrong stated that pressure treated fencing should last ten to twenty years.

**VOTE:** On a motion by Mary Vilbon, seconded by John Barker, the Committee voted unanimously, 5-0, in favor of spending \$4,784.68 to remove 239' of existing split rail fence and to replace with 230' of same.

- Route 28, (Joshua Sears Field) along Simpkins Residences Property Line – The facilities manager does not recommend fencing in this area as it contains a drainage ditch and is used for overflow parking.

**VOTE:** On a motion by Jack McCormack, seconded by John Barker, the Committee voted unanimously, 5-0, to postpone this project per the recommendation of the facilities manager.

- Route 28, (Joshua Sears Field) along Bridgewater State University Property Line - Invasive plants will need to be removed prior to installation of a new fence.

**VOTE:** On a motion by Ken Driscoll, seconded by Jack McCormack, the Committee voted unanimously, 5-0, in favor of spending \$8,086.56 to remove 488' of existing split rail fence and to replace with 494' of same, pending input from Jan Butler of the Seaside Festival Committee.

- Route 28, (Joshua Sears Field) along Route 28 Property Line - Invasive plants will need to be removed prior to installation of a new fence. New fence will be located slightly south of the existing fence. Field users should also have input on final length of fence and/or installation of a gate at northeastern end.

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**VOTE: On a motion by Jack McCormack, seconded by John Barker, the Committee voted unanimously, 5-0, in favor of spending \$10,183.00 to remove 383' of existing chain link fence and to replace with approximately 403' of same, pending input from Jan Butler of the Seaside Festival Committee.**

- 1377 Bridge Street, Route 28 (Packet Landing): DPW Director Jeff Colby explained that bridge work scheduled by the state for 2021 could impact this location. Funding could be available via the state CIP. Ms. Greene also reported on her conversation with Doug Wrock.

**VOTE: On a motion by Jack McCormack, seconded by John Barker, the Committee voted unanimously, 5-0, to postpone this project.**

- 265 Route 6A (Yarmouth Port Common): This project is being revised as a result of public comments regarding parking/crosswalk entry. It will become part of the Route 6A Improvement Project, and may come back for funding at a future date.
- Center Street (west side walkway towards boardwalk)

**VOTE: On a motion by John Barker, seconded by Jack McCormack, the Committee voted unanimously, 5-0, in favor of spending \$462.00 to replace one (1) rail and one (1) post per the recommendation of the facilities manager.**

- 460 Route 6A Playground

**VOTE: On a motion by Jack McCormack, seconded by John Barker, the Committee voted unanimously, 5-0, in favor of spending \$4,811.30 to remove 315' of square rail fencing and replace with same along north and west side only.**

Total authorized spending on fencing projects: \$28,327.50. Ms. Vilbon asked about regular maintenance for pocket parks. Ms. Armstrong will address the issue. Ken Smith recommended using solid body stain.

- Gateways – Ms. Greene provided an update on the anticipated landscaping around the gateway signs at Exits 7 and 8 and Camp Street. Ms. Armstrong reported that it is unlikely that running water can be supplied at Exit 8, but may be possible at Exit 7. Running water can be supplied at Camp Street. The Committee was asked to consider artificial plantings where there is no water.

#### **Funding Requests:**

- Yarmouth Garden Club – North Main Street Gardens – Carol Coverly, Civic Beautification Chair for the Yarmouth Garden Club, presented a request for drip irrigation at three gardens on North Main Street in South Yarmouth: one at the intersection with Station Avenue, and two at the intersection with Highbank Road. She explained that manual watering is difficult and dangerous at these locations. She consulted with Ms. Armstrong who recommended the Garden Club seek funding from the TRPF for the materials, and the Parks and Recreation Department would install the systems. In response to Ken Smith's question, Ms. Armstrong confirmed that Parks and Recreation will also blow out the irrigation systems in the fall. Ms. Coverly lauded the cooperation between the Town and the Garden Club. She also noted that the Club raised \$2,500 for scholarships and buys the plants for the town gardens. Ken Smith thanked the Garden Club for its support of the Town.

**VOTE: On a motion by Ken Smith, seconded by Jack McCormack, the Committee voted unanimously, 5-0, to fund the Garden Club request.**

- PT Seasonal Staff – In conjunction with Ms. Armstrong and Mr. Colby, Ms. Greene requested \$20,000 in funding for two (2) part-time, seasonal employees to address some beautification and maintenance projects in Town, including removal of weeds along Route 28, maintenance at Town properties and pocket parks, fence repairs and painting. After discussion, Ms. Vilbon stated that the Chamber will seek out additional sponsors for Adopt-an-Island and park locations. Ms. Armstrong advised that due to the nature of the job and safety concerns, there would be one supervisor and one laborer. She has two people ready to go and they will report to her. Mr. Colby stated that the Department of Public Works will

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provide a vehicle. He did not anticipate any additional cost burdens. Ms. Vilbon and Mr. Barker noted that weed removal on Route 28 is the priority. Ken Smith suggested that the Chamber help get the word out to businesses.

**VOTE: On a motion by Ken Smith, seconded by John Barker, the Committee voted unanimously, 5-0, to fund the \$20,000 request for a beautification team.**

**Outdoor Entertainment:**

- Flax Pond – Special Permit Amendment – Ms. Armstrong asked the Committee for a statement of support for modification of the existing variance for Flax Pond. She detailed the history of Flax Pond as a rental venue and suggested additional possible uses at the site, such as laser tag and small-scale classical concerts. She is asking the Zoning Board of Appeals to extend non-amplified outdoor entertainment from 7:00 p.m. to 9:00 p.m.; increase from 40 to 80 the number of event attendants that would trigger the need for a detail police officer; and to allow amplified outdoor music from 12:00 p.m. to 7:00 p.m. on Saturday and Sunday from May through October. She also stated that there have been no noise complaints and no over-serving or raucous behavior at events where alcohol has been served.

**VOTE: On a motion by Jack McCormack, seconded by Mary Vilbon, the Committee voted, 4-0-1, (with Ken Smith abstaining) to send a letter of support to the Zoning Board of Appeals.**

**Committee Business:** The Committee reviewed the Workplan. Progress has been made in developing a plan for Physical Improvements funds and in the sign regulations to permit the installation of civic banners. Ms. Vilbon advised that she is following the progress and participating in the process of expanding outdoor entertainment/music in Town. The Workplan will be included on the agenda moving forward.

**Staff Updates:**

- Town Meeting – Jack McCormack reported that, according to Bob Lawton, there were 264 people in attendance. All Community Preservation articles were approved.
- Mr. Driscoll asked for an update on the Rail Trail. Mr. Colby reported that Phase 1 will end this summer and Phase 2 will be starting this month. The new bridge over Bass River should be set in December, and the trail may be open next summer. Phase 3 is at 25% design and will go from Peter Homer Park to Willow Street with a crossing at the old Higgins Crowell Road.

**Upcoming Meetings:**

- May 24, 2017, 3:30 – 4:30 and 5:30 – 6:30, Open Meeting Law/Conflict of Interest Training
- June 1, 2017

**Adjourn:** Mr. McCormack thanked Chairman Ken Smith for an expeditious meeting.

- At 4:50 p.m. on a motion by Jack McCormack, seconded by John Barker, the Committee voted unanimously (5-0) to adjourn.

Respectfully Submitted,  
Karen M. Greene

