



TOWN OF FAIRHAVEN, MASSACHUSETTS  
**Community Preservation Committee**  
Town Hall · 40 Center Street · Fairhaven, MA 02719

**MEETING MINUTES**

**Wednesday, November 15, 2023 at 6:00 PM**  
**Held both at Town Hall & Remotely via Zoom**

**1. Administrative Business**

- a. **Chairman's Welcome Media Notification:** Jeff Lucas, Chair, opened the meeting at 6:32 PM and welcomed all. He noted that he no longer needed to read the media notification as it was posted on the agenda.

b. **Quorum/Attendance:**

**Present:** Jeff Lucas, Ann Richard, Karen Isherwood, Terrance Meredith, Roger Marcoux, Beth Luey, Gary Souza, and Natalie Mello were present at Town Hall.

Director of Planning and Economic Development Paul DiGiuseppe and Recording Secretary Stephanie Fidalgo were also present for this meeting.

Travis Rapoza was not present for this meeting.

c. **Minutes:**

**Ms. Richard made a motion to accept the minutes of October 11, 2023, and was seconded by Ms. Luey.**

Ms. Mello inquired if Tree Warden Don Collasius' attendance should have been noted under the meeting attendance, with Mr. Lucas and Ms. Fidalgo explaining that his attendance was noted during the time that he spoke directly to the Committee.

**The motion passed unanimously (8-0).**

d. **Correspondence:**

There was no general correspondence for this meeting.

e. **Bills:**

There were no bills for this meeting.

Ms. Richard brought up the correspondence received from the Fairhaven Pickleball Association and Mr. Lucas covered the opening of the Livesey Park Pickleball courts, which had been funded by the Committee. He also noted that the signs the committee had commissioned were going out to different projects such as the library.

Ms. Richard also informed the Committee that the Article to amend the previous funding granted to the Whitfield-Manjiro Friendship Society's carriage house restoration to include exterior repairs had passed Special Town Meeting on November 14, 2023. Mr. DiGiuseppe and Mr. Rooney of the Friendship Society were trying to schedule a phone conversation, and Mr. Lucas requested that Ms. Fidalgo send a formal letter to the Friendship Society.

## 2. **General Business**

### a. **Review of available funding**

The review of available funding would take place the next evening.

Mr. Lucas commented that he would like to see more projects come to the CPC with at least one other funding source, rather than requesting CPC funds to cover the whole of the project.

Before Mr. Lucas opened the public hearings, Ms. Fidalgo covered any revisions made between the originally requested amounts and the amounts being presented to the Committee that evening. Any amounts listed in bold below.

#### **Historic Preservation:**

Fairhaven High School – Boiler Room Roof Replacement	\$ 92,700
Millicent Library – Electrical Upgrades	\$ 385,672
Town Hall – Town Hall Repairs Retaining Wall, Stairs, Doors, Exterior Caulking	\$ 370,000

#### **Open Space:**

BBC – Carvalho Woods Conservation Project (Also under Rec)	\$ 110,000
BPW – Walnut Street Sidewalk (Also under Historic)	\$ 175,000
BPW – Phoenix Rail Trail Handicapped Accessible Table (Also under Rec)	\$ 5,000
BPW – Macomber Park BMX Track	\$ 276,982

#### **Recreation:**

Cushman Park Pathways	\$ 36,000
Fairhaven Tennis Association – Cushman Park Court Repair and Resurfacing	\$ 75,000
Fairhaven Tennis Association – Livesey Park Court Repair and Resurfacing	\$ 111,300
Fairhaven Rec Center – Recreation Center Playground Rehabilitation	\$ 113,000

#### **Community Housing:**

Fairhaven Housing Authority – Window Replacement at Anthony Haven	\$ 100,000
<b>Total Requested Funds:</b>	<b>\$ 1,850,654</b>

The Boiler Room Roof Replacement was rounded up to \$92,700 from \$92,613. The BMX track was reduced from \$370,207 to \$276,982. The Cushman Park Court Repairs were reduced from \$80,000 to \$75,000. The Livesey Park Court Repairs were raised from \$97,000 to \$111,300. The Recreation Center Playground Rehabilitation was reduced from \$159,230 to \$113,000.

The overall change was an original requested total of \$1,980,722 down to a revised total of \$1,850,654.

Secretary's note: The requested funds for the High School Boiler Room project were incorrectly listed and calculated on the night of the meeting at 93,700. The correct amount of 92,7000 is used above. Mr. Lucas then opened the public hearings.

### **3. Public Hearings**

- a. **BPW - Walnut Street Sidewalk** - Remove and reinstall the historic brick sidewalk and remove trees (\$175,000 request)

BPW Superintendent Vinnie Furtado and Highway Superintendent Josh Crabb were present to speak to the Committee on their various projects. Mr. Furtado explained that the Walnut Street Sidewalk project would be an extension of the previous William and Walnut Street sidewalk projects to remove and reinstall the historic brick sidewalks in the center of Town.

This segment would cover the portion on Walnut Street that ran between Center and South Streets alongside the Unitarian Church. They would be working in tandem with the Tree Warden to remove and replace the street trees. Mr. Crabb noted that while there would be some narrowing of the sidewalk, they would strive to make the width a uniform 6 ft to match the other restored sidewalks and create wider grass strips for better root growth for the new trees. He also mentioned that the Tree Warden and the BPW were planning to create a Tree Committee in the future.

Mr. Lucas discussed the selection of trees for the project with Mr. Furtado and Mr. Crabb. They explained that the trees had been chosen by the Tree Warden, being both appropriate street trees and historically accurate for the area. However, they could adjust the exact selection if need be.

Ms. Isherwood and Mr. Crabb discussed selecting trees for longevity and resistance to climate change, with a note from Mr. Crabb that it was becoming more common to plan to regularly replace street trees every twenty years. Ms. Richard also noted that the tree selection was more expensive than the ones used for other Town projects.

Ms. Richard also inquired if the puddle along that sidewalk could be fixed as part of the project. Mr. Crabb answered that it was not planned to be part of this project, but that the BPW was reviewing needed road repairs around the Town and would eventually address the issue. But given the planned tree removal, they may have to rework the road and fix the puddle regardless.

When Mr. Lucas brought up curb work, Ms. Fidalgo displayed the estimates the BPW had supplied, and Mr. Furtado and Mr. Crabb assured him that the amounts were feasible. Ms. Richard asked about seeding for the new grass strips, noting her concerns for the ones along the library sidewalks. Mr. Crabb outlined that the seeding in those strips had not taken root and that they would be reseeded in the spring.

- b. **BPW - Phoenix Rail Trail Handicapped Accessible Table** - Add an accessible table at the Bike Path at the intersection of South and Main (\$5,000 request)

This project would be done in conjunction with the Commission on Disability to add wheelchair-accessible tables along the Phoenix Rail Trail bike path. While originally, only one table was requested at the corner of South and Main Street, Mr. Furtado had sourced the tables for \$1,148 each and thus could add two with concrete pads along the path. They would look for a suitable location for the second table if two could be funded.

Ms. Isherwood inquired about the size of the concrete pads. Mr. Crabb was unable to give an estimate but promised to follow up and provide one to the committee. They also discussed how to tie the tables into the path. Mr. Souza mentioned the existing table near Arsene Street and the differences with the new tables.

There was a brief conversation on reviving the Parks and Open Space Committee to oversee projects such as this one.

Ms. Richard inquired about how the plans to re-pave the bike path would affect this project. Mr. Furtado explained that the bike path project would be done in conjunction with planned sewer pipe work in early 2024.

- c. **BPW - Macomber Park BMX Track** - Create a new BMX bike track along the north side of Macomber Park (\$370,207 original request, \$276,982 amended request)

Mr. Furtado went over the history of the existing dirt track that is currently maintained by the BMX Bike Committee with the BPW supplying the dirt for the past five years. An application for a paved BMX track was submitted for the FY22 CPC funding round but was not approved due to a lack of a site plan. In the interim, the BPW worked with GCG Associations and DirtSculpt to draft a site plan for a new application for the FY25 funding round. After receiving feedback from the Committee, the plan was adjusted to be smaller and placed outside the wetland buffer zone.

Ms. Isherwood praised the updated plan and the inclusion of a rain garden.

Mr. Furtado stated his hopes that the new track would increase park attendance and track usage. Ms. Isherwood inquired about the life expectancy of the track. Mike Rotondo of the BMX Bike Committee answered that it should have a 15-year life expectancy. Mr. Crabb explained that the Highway department would assist with the track maintenance and maintaining the green spaces in and around the track would be under the Parks department.

Ms. Luey asked about the urgency of the different projects presented. Mr. Furtado said that while all of the projects addressed different needs around Town, his preference would be to fund the BMX Track and wait on the Walnut Street sidewalk.

Ms. Richard inquired about the usage of the baseball field in Macomber Park and Mr. Furtado explained that it was commonly used for practice rather than games. She also asked about parking in the area. Mr. Furtado and Mr. Rotondo noted that they had not seen issues with parking during day-to-day usage.

Ms. Isherwood asked about what would happen to the existing track and Mr. Furtado promised that the area would be restored. Mr. Lucas inquired if the track would be open to anyone or would require a membership to use, with Mr. Rotondo assuring that it would remain open to anyone. Mr. Lucas also suggested rounding up the requested amount up to \$277,000 for ease of calculation.

- d. **Cushman Park Pathways** - Extend the paved path that goes around the park to the north and east sides of the running track (\$36,000 request)

The applicant, Ms. Lisa Elliott, explained the need to complete the walking trail around the park, as there are currently no paved paths along the north and east sides of Cushman Park. The sketch she provided would complete the circuit by joining the east and west paths with a new path to the north of the running

track. This would allow for greater accessibility. While she did agree with the need for a municipal sidewalk along Green Street, she wanted this project to be focused on the park itself.

Mr. Lucas, as the one who originally suggested a sidewalk, explained his reasoning – seeing it mostly to increase connectivity for wider Town usage.

Ms. Luey asked if the existing path met ADA requirements. Ms. Richard pointed out that while the Cushman Park parking lot on Main Street lacked any marked accessible spaces, the path connected to the parking lot could accommodate wheelchairs and other mobility devices. Ms. Fidalgo also noted that the Commission on Disability had submitted a letter of support for this project.

Ms. Richard requested further information on the budget for the project, particularly about the equipment rentals. Mr. Crabb explained that the rentals were included in the budget as a failsafe option in case of any equipment failures. If the rentals were not needed, it would reduce the overall project budget by \$17,000.

Before moving on, Mr. Lucas asked Mr. Furtado for a few updates on some currently open CPC projects. The library sidewalk projects were not closed due to the need for reseeding. The Livesey Skate Park will be going out to bid next year. The Fairhaven Pickleball Association assisted with funding the full four-court plan that had just opened. The Mattapoisett River Valley project had already been completed and could be closed out.

- e. **Fairhaven Tennis Association - Cushman Park Court Repair and Resurfacing** – For the tennis courts at Cushman Park (\$80,000 original request, \$75,000 amended request)

Mr. Robert Foster of the Fairhaven Tennis Association joined the meeting via Zoom. He first noted that the requested amount could be further lowered to \$65,000 to properly reflect the contributions of both the Fairhaven Tennis Association and the Fairhaven Pickleball Association. He then covered the history of CPC funding for the Tennis Court repairs, having last been approved for funding during the FY18 round. He noted that the costs for replacement would be closer to \$400,000 - \$450,000 and that five to seven years was the average life expectancy for repaired courts in New England.

Ms. Isherwood inquired about the school's use of the courts and if the school department offered any funding at the last meeting. Mr. Foster outlined how the courts were used by the school teams and noted that the high school boys' tennis team did use the Cushman Park courts for practice. However, the Tennis Association did not seek funding for the Cushman Park court repairs as the school department maintains and funds the courts at Hastings Middle School which are used by both the boys' and girls' teams for tournament play.

Mr. Foster also covered the Fairhaven Tennis Association's tennis lesson programs for both youth and adults in the spring and summer and the Pickleball Association using the courts in the morning. Ms. Richard asked for information on the fee structure for the lessons, which Mr. Foster outlined that the Tennis Association kept their rates very reasonable at \$144 for a full six-week session and offered deals for families and lower-income participants. On opening the Hasting Middle School courts to Pickleball, Mr. Foster explained that adding Pickleball lines to the court would make them unsuitable for tournament play.

- f. **Fairhaven Tennis Association - Livesey Park Court Repair and Resurfacing** - For the tennis and basketball courts, and the street hockey rink at Livesey Park (\$97,000 original request, \$111,300 amended request)

Mr. Foster explained that this project was slightly different due to including three separate courts/rinks.

The Livesey Park tennis courts were quite popular with retirees and the basketball courts and hockey rink also saw regular use. All three courts had been included in the funding requests in the previously approved FY14 and the FY20 applications. The current state of the courts drove his decision to also make a new funding request for this round.

As for the increase in the requested amount, it was due to splitting out the hockey rink into a separate project which would increase the amount of time and labor for the project. If the Committee decided to fund the entire project with all the courts and the rink, Mr. Foster explained that the contractor should be able to honor the original \$97,000 request. The Tennis Association had offered \$5,000 toward that project but would only put those funds towards the tennis and basketball courts.

At Mr. Lucas' prompting, Mr. Foster broke down the entire process for repairing the courts to the Committee. Afterward, Mr. Lucas pointed out the issues with the street hockey rink, focusing on the cracks along the edges of the rink. Mr. Furtado and Mr. Crabb both agreed that if the Committee approved the project, they would work with the contractors to repair all the outstanding issues. Mr. Furtado also outlined the reasons behind the price differences when the projects were separated for Ms. Mello.

Ms. Richard asked for further information on the usage of the street hockey rink. While there had been regular attendance when it originally opened, that usage had dropped off. Ms. Richard also asked why repairs were being requested after only four years since the prior repairs, and Mr. Foster explained that the condition of the courts and the amount of cracking necessitated repairs to prevent further decay.

The Committee discussed the proposed budgets and project timelines, especially given the need for further repairs to the hockey rink. Ms. Isherwood asked if the repair techniques had changed from the last project, and Mr. Foster explained that they were improving and that these repairs were far less costly than a full replacement.

**g. Fairhaven Housing Authority - Window Replacement at Anthony Haven – Replace all 75 windows (\$100,000 request)**

Executive Director of the Fairhaven Housing Authority, Janet Falone, presented the project to the Committee. She explained that the windows at the Anthony Haven apartment complex were over 30 years old and in need of replacement for both ease of use as well as energy efficiency. The full project was estimated at \$245,000 and would have state funding and their operating costs to help cover the full cost. Receiving CPC funds would also allow the Housing Authority to apply for further funding.

Ms. Luey asked for information about the models for the new windows and while Ms. Falone did not have an exact model, she explained that they would look for a fold-in model that would be lighter weight, easier to clean, and more energy efficient.

Mr. Lucas asked what would happen if the CPC couldn't fund the full amount and Ms. Falone outlined a plan to focus on replacing windows in the apartments first and then working on common areas second. She then explained how the Housing Authority would work with the state on the project. Mr. Meredith inquired about the turnback process should the project be completed under budget, and Mr. Lucas noted that other funds would need to be expended before CPC funds.

Ms. Richard noted that the CPC should have enough funds in the Housing Reserve fund to cover the project.

When Mr. Lucas wished to ask questions about open projects, Mr. DiGiuseppe pointed out that such a discussion was not an agenda item and should wait for a future meeting.

#### **4. Tentative Future Meeting Schedule**

As part of the two-night schedule for the public hearings, the next meeting would be held the next night, Thursday, November 16, 2023.

As for the follow-up meeting on December 6, 2023, Ms. Richard suggested that the committee visit the various sites beforehand and forward any questions they had to the applicants.

Mr. Lucas also assured that Town Accountant Anne Carreiro would be consulted before the meeting tomorrow night about the available funds so those numbers could be presented to the Committee.

#### **5. Other Business**

There was no other business for this meeting.

**The motion to adjourn was made by Ms. Richard and was seconded by Mr. Souza. The motion passed unanimously. (8-0) The meeting adjourned at 7:47 PM.**

Respectfully submitted,  
Stephanie A. Fidalgo  
Recording Secretary,  
Community Preservation Committee

Minutes Approved on December 6, 2023