



Town of Fairhaven

Department of Planning and Economic Development

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Fairhaven Community Preservation Committee

Minutes

2020 DEC 18 P 3: 51

Thursday, October 1, 2020 – 6:30pm

Town Hall, 40 Center Street and by Zoom Remote Platform

Fairhaven MA 02719

FAIRHAVEN,
MASS.

1. ADMINISTRATIVE BUSINESS:

a) **Chairman's Welcome and Media Notification:** Jeff Lucas opened the Public Hearing at 7:00p.m.

b) **Quorum Attendance:** Jeffrey Lucas, Terry Meredith (in the Banquet Room), Roger Marcoux (in the Banquet Room), Ann Richard and Gary Lavallette. Director of Planning, Mr. Paul Foley was also in attendance in the Banquet Room.

c) **Election of Officers:** Ann Richard made a motion to nominate Jeff Lucas for Chairperson, and was seconded by Terry Meredith. The motion passed unanimously via roll call vote, 5-0.

Chairperson, Mr. Lucas took over the meeting. He opened the nomination for Vice Chairperson. Terry Meredith made a nomination of Ann Richard for Vice Chairperson. Via roll call vote, Ms. Richard was approved for Vice Chairperson.

Jeffrey Lucas nominated Terry Meredith for Clerk and Mr. Meredith declined. Terry Meredith nominated Roger Marcoux as clerk, via roll call vote the nomination carried, 5-0.

d) **Minutes:** February 6, 2020 draft. Mr. Foley advised the video was never recorded for the February 6, 2020 minutes. He has handwritten notes and will forward them at the next meeting.

e) **CPC Bills:** None

f) **Vacancies on CPC:** We are missing CPC appointees from the Historic Commission, BPW, FHA, and 1 of 4 from the Select Board. Mr. Lucas welcomed Gary Lavallette as the appointee from the Conservation Committee. Mr. Lucas advised there are a few vacancies on the Committee. He said he spoke to Wayne Oliveira from the Historical Commission who may have someone that is interested. He said the Boards and Committees have been advised there are openings. Ms. Pacella has resigned her seat on the CPA as an appointee from the Select Board and Jay Simmons resigned from the FHA.

Ann Richard said that all Committees should be aware how important it is to get people on the Committee, especially the FHA and Historic. Mr. Lucas reminded the public that it was a short season for CPC members, perhaps four to five meetings, and encouraged people to apply or submit a letter of interest.

g) **Review of open accounts for past projects approved by CPC:**

Mr. Lucas explained a letter should be sent every year to the guarantor of the open project to get complete updates, when they anticipate to be done and any monies that may come back.

Mr. Foley reviewed the spreadsheet that showed all the open projects and the amounts still left in the account. Mr. Lucas would still like a letter to be sent to all parties that received monies for projects.

Mr. Lavallette reviewed the project on the Academy Building and stated that the cost has been questioned and that the ramp is the only affordable thing they can do at this time. They will re-evaluate the front of the building.

Mr. Foley stated that one of the parts of the agreement for the Stratford Group to renovate the Oxford School is the Town agreed to put the cupola back on the top of the building. Ms. Richard asked who would be putting in that request, and Mr. Foley said he thought the Town Administrator or Board of Selectmen. Ms. Richard said that the Bell Committee also has monies they haven't used yet. Mr. Lavallette explained the carpentry of the cupola and the steel that would be needed to put the cupola back on the roof.

Mr. Foley continued with the list. He said he would like to take pictures of the closed projects to keep an album on what was done in the past in Town with CPC monies.

Mr. Foley met with Sue Loo and Doug Brady a week or so ago and did a walkthrough of the Rogers School Building. He will contact Mr. Brady about the bell committee monies.

Mr. Lavallette asked questions about the Manjiro-Whitfield Society. Mr. Lucas explained that it is a cultural building and the interior renovations were approved. They originally asked for \$150,000 and the CPC cut that in half. In the future we need to confirm that projects fall within the guidelines in the Secretary of Interiors Standards for the restoration and rehabilitation of historic properties. Mr. Foley said he has been in touch with Mr. Rooney and they are going to move forward with the project soon.

Mr. Foley will check in with the Riverside Cemetery Trustees. Mr. Foley stated the terra cotta restoration has not been done yet; likewise the Fairhaven High School window restoration.

Mr. Foley discussed the projects that were still open and how much was still in the accounts and those that closed and how much would be turned back in. Ms. Richard asked for the document to be sent via email to everyone.

2. PUBLIC HEARINGS:

a) 2022 CPC: Plan and Approval Review

Mr. Lucas began by asking Ms. Richard to work through her comments. Ms. Richard had a few minor typos that she pointed out and corrections she has highlighted and will forward the document to Mr. Foley. Ms. Richard would like to add more wording on the "zoom" process.

Mr. Foley said that for the public hearings applicants could come into the Banquet Room, attend via Zoom or by appointment. He said he would be able to put that in writing in the document. There was a continued discussion on when a historic home can use CPC funds. Mr. Lucas also added his corrections during the review.

Ms. Richard was unsure that we actually needed 11 copies of the application from the person applying. Mr. Lucas said he would just like to leave it as such. Mr. Meredith thought it was given historically as eleven copies and should stay the same. Mr. Lucas and Mr. Lavallette understood that eleven copies might be a bit much. Mr. Foley asked which of the current CPC members did not require a paper copy and then suggested nine copies for now and when a new member joins he will ask if they want a hard copy or if just being emailed is okay.

Regarding the different "prepared quotes", Ms. Richard stated it should be very specific to ask the applicant's to get three prepared quotes. Mr. Lucas reviewed his concerns.

Mr. Foley noted COVID-19 should be added somewhere in the paperwork. Mr. Lucas suggested adding "South Coast Medical" to the local big employers such as Acushnet Company as well. Ms. Richard asked that in the notes section of the last page, 'the committee may request a legal opinion', she believes it should be very specific. Mr. Foley stated he would reword.

Discussion on cost of 'charging' when a Town entity uses CPC funding to restore something. Ms. Richard said that a historic building has a 'donation' jar, and it could be the same concept. She stated that the committee goes by the laws of the state CPC regulations and it goes to Town Meeting for an actual vote.

The Committee reviewed the date that the applications are due. The Plan deadline for applications will be on November 13, 2020 and they will first meet on Wednesday, November 18, 2020 with the schedule pending after that. Ms. Richard also stated we need to keep in mind that four new members will need to review and be caught up to date. She stated they need to check if the projects can be approved with less than nine members. Mr. Lucas said he is confident that they will have all members through the different committees. Mr. Foley recommended another meeting on October 22, 2020 at 7:00 pm to bring all committee members up to speed.

Mr. Meredith would like to make a motion as amended with adding the date as deadline being November 13, 2020 at 12:00 pm and seconded by Ms. Ann Richard. The motion passed unanimously via roll call vote, 5-0.

3. OTHER BUSINESS:

a. Authorization of CPC Chairman and for Town Planner to sign in his absence.

Ann Richard made a motion to authorize the Chairman sign the payroll and the Town Planner to sign in his absence and Mr. Meredith seconded the motion. The motion passed unanimously 5-0 via roll call vote.

b. Authorization to allow Town Administrator and/or Town Planner to sign for CPC bills

Ann Richard made a motion to allow the Town administrator and/or Town Planner to sign for CPC Town Meeting articles when presented and was seconded by Mr. Meredith. The motion passed unanimously 5-0 via roll call vote.

c. Approve CPC Appropriation list to Accounting for FY2020

Mr. Foley stated this was the list that they previously discussed about the monies coming back to the Town. He said he needs everyone's signature. Ms. Richard asked for the list to be sent to everyone and then they could vote at it at the next meeting, after a formal review.

d. Discussion of potential projects.

Mr. Lucas stated they already discussed the cupola project and they discussed the Academy Building. Mr. Lavallette stated they are putting a proposal for gutter work and painting and such for the Old School House by the Historic Commission. They are also looking at the walkway for handicap accessibility. Mr. Lucas stated that the old fire engine may come forth but not sure if it would be this year.

e. Set CPC 2020-21 Meeting Dates.

Mr. Lucas said they did review meeting dates already. The next meeting will be October 22, 2020 at 7:00 pm assuming we have new members by then. The applications will be first reviewed on November 18, 2020 at 6:30p.m. Ms. Richard made a motion to adjourn and was seconded by Roger Marcoux. The motion passed unanimously at 9:00p.m., via roll call vote 5-0.

Respectively submitted,
Patricia A. Pacella
Recording Secretary