



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

MEETING MINUTES

**Wednesday, January 22, 2025 at
6:30 PM Held both at Town Hall &
Remotely via Zoom**

1. ADMINISTRATIVE BUSINESS:

a. Chairman's Welcome and Media Notification:

Ann Richard, Chair, opened the meeting at 6:30pm and welcomed all. Ms. Richard read the open meeting law and Zoom protocol announcements.

b. Quorum/ Attendance:

Present: Diane Tomassetti, Jeffrey Lucas, Ann Richard, Beth Luey, Roger Marcoux, Anne Morton-Smith, and Jay Simmons.

Natalie Mello is present on Zoom.

c. Minutes: November 20, 2024 draft to be reviewed:

Motion to approve minutes for November 20, 2024 meeting made by Mr. Simmons, seconded by Ms. Luey. Motion passed unanimously (8-0).

d. Correspondence- Resignation Karen Isherwood- Conservation Commission Member:

Ms. Richard let the board know that Ms. Karen Isherwood resigned from the Conservation Commission.

Ms. Richard mentioned she will reach out to the Conservation Commission to let them know they need to appoint a member to the Community Preservation Committee.

e. **Bills:**

i. Review of Recent Invoices

Ms. Richard mentioned Sue Masten sent a list of all the invoices. (See Attachment A)

Ms. Richard confirmed all invoices have been paid.

2. GENERAL BUSINESS:

Motion to move agenda out of order and discuss Item B first made by Mr. Simmons, seconded by Ms. Luey. Motion passed unanimously (8-0).

a. **Review of Available Funding:**

Ms. Richard presented to the Board a spreadsheet with the available funds. (See Attachment B)

Ms. Richard mentioned to the Board a change in the administration fee line item. Ms. Richard changed line item to \$10,000. Ms. Richard spoke with Ms. Anne Carreiro, the Town Accountant, and found the line item could be decreased since funds spent at the end of the year have been less in the past.

Motion made by Mr. Simmons to revert the administration fee line item back to \$10,000, seconded by Ms. Tomassetti. Motion passed unanimously (8-0).

Mr. Lucas discussed the Emergency Reserve Account with the Board. The emergency account is at \$20,000. Mr. Lucas brought up the idea of treating the account as a fourth category and matching what the Board puts into other accounts.

The Board discussed and decided to table voting on amount to put in Emergency Reserve Account until the next meeting.

b. **Discussion of Millicent Library Electric Request:**

Ms. Richard informed the Board that the CPC funding for the Millicent Library Electrical Upgrade Project was discussed at the previous Selectboard Meeting. Ms. Luey and Ms. Richard met with the Library Director and the Chair of the Board of Trustees to discuss making a statement about the CPC funding for the electrical project.

Ms. Richard mentioned that the work to remove the trees on Union Street was not on the application when brought to the Community Preservation Committee.

Ms. Luey raised concerns with the tree work being paid for by CPC funds.

c. FY26 Applications- Review Continued:

i. Fairhaven Historical Commission- Academy Building Repairs- \$82,000

Ms. Richard noted to the Board that the request from the Historical Commission has not been changed.

ii. Millicent Library- HVAC Engineering and Design Project- \$115,000

Ms. Richard noted to the Board that the request from the Millicent Library has not been changed.

iii. Fairhaven High School- Historic Window Preservation Phase 7- \$90,360

Ms. Richard noted to the Board that the request from Fairhaven High School has not been changed.

iv. Whitfield Manjiro Friendship Society- Cultural Center Phase 4- \$42,210

The original proposal from the Whitfield Manjiro Friendship Society asked for \$42,210. In November, the Society resubmitted and lowered the amount to \$9,800 for the cost of a ramp.

Whitfield Manjiro Friendship Society has added to the proposal:

- Tile floor from Tile Craft- \$7,852
- Painting- \$9,850.75

Total Cost of Proposal is \$25,652

Mr. Gerry Rooney is present representing the Whitfield Manjiro Friendship Society.

Mr. Rooney spoke to the Board about the timeline of the work. Some work is being done by students from New Bedford Vocational Technical High School in the summer from June to September. Mr. Rooney mentioned at the end of the town's budget year in June, some of the work will not be done.

The board brought up some concerns with only having one bid for the flooring, the painting, and the ramp and there is sales tax on the bid for the painting. The Board asked for more bids for the painting and flooring and to get the sales tax rectified.

Mr. Rooney mentioned to the Board the society has been researching and reaching out for additional funding from other places. Mr. Lucas mentioned that if they receive additional funding, the CPC funding is used after the other funding has run out.

v. Fairhaven Pickleball and Tennis Associations- Cushman Park Court Project- \$435,000

Ms. Richard noted to the Board that the request from Fairhaven Pickleball and Tennis Associations has not been changed.

vi. BPW- Cushman Park Bleachers- \$9,000

Ms. Richard mentioned to the Board the proposal amount went up to \$30,000.

Ms. Richard informed the Board the increase is because additional funding for more park equipment was being asked at Capital Planning and it was added to the Proposal for CPC.

vii. BPW- Park Assessment- \$20,000

Mr. Joshua Crabb, the BPW Highway Superintendent, is present on zoom representing the BPW.

Ms. Richard mentioned to the Board the proposal went up to \$50,000.

The Board asked Mr. Vincent Furtado, the BPW Superintendent, and Joshua Crabb, the BPW Highway Superintendent, to get a quote adding in more parks for the park assessment during the previous meeting.

Ms. Mello questioned the 1.1 multiplier on the quote for reimbursable expenses. Mr. Crabb mentioned to the Board that typically when a consultant has a reimbursable expense they are entitled to a profit and overhead margin which is capped at 10% of the value. Mr. Crabb mentioned he would clarify it with the consultant.

viii. Fairhaven Housing Authority- Window Replacement at Ash Street- \$100,000

Ms. Richard noted to the Board that the request from Fairhaven Housing Authority has not been changed.

d. Updates from Members:

i. Historical Commission:

Mr. Lucas confirmed the work on the front steps at the Town Hall is going to be starting.

ii. Conservation Commission:

No update for this meeting.

iii. Board of Public Works:

Ms. Morton-Smith informed the Board she will get a funding update on the Skate Park Project.

iv. Housing Authority:

Mr. Simmons informed the Board there is going to be funding from a previous application that is going to be coming back. Mr. Simmons mentioned he will get further clarification.

v. Planning Board:

No update for this meeting.

vi. At-Large Members:

No update for this meeting.

3. **TENTATIVE FUTURE MEETING SCHEDULE:**

The next meeting is scheduled for Wednesday, February 5, 2025 at 6:30pm.

4. **OTHER BUSINESS:**

Any other business that may properly come before the Board, not reasonably anticipated 48 hours prior to the posting of this meeting:

Ms. Richard closed the meeting at 7:50pm.

Respectfully Submitted,

Hailey Anne Hemingway

Minutes approved at Committee Meeting on 8/20/2025