

Oak Bluffs CPC Meeting  
3/17/2009  
Oak Bluffs Library 2<sup>nd</sup> floor conference room

Members Present: Stephen Durkee, Chairman. Alison Shaw, Nancy Phillips, Peter Martell, Cheryll Sashin, Harvey Beth, Joan Hughes, Charles Rock

Also present: Adam Wilson, Administrative Assistant.

The meeting began at 5:30 pm

Minutes from the 2/17/09 meeting were reviewed. A motion was made to accept them as presented.

**The Committee voted 4 – 0 – 4 to approve the minutes from February 17<sup>th</sup>.**

-The 1<sup>st</sup> item on the agenda was a final review of the letter to be sent to voters before town meeting. Adam said he incorporated the edits suggested by Cheryll and Alison.

-Peter and Adam discussed with the committee the fact that the mailing will be done from Town Hall and not from the Wesley Hotel as in years past.

-There was a brief discussion on the length of last year's Town Meeting and those who heavily participated in the Q & A.

-Adam went over the spending report for current projects. The report pointed out what spending has been done and what remains. Cheryll asked about interest in the CPA Account. Adam said he had not found a way to formally ask either Paul Manzi or Karen Gomez to validate the interest the CPA has accrued. It was determined that there is only one interest source from the one fund. Peter stated it's important to know what amount of interest there so the committee can choose if it wishes, to spend it.

-There was discussion on the money from the CPA being in a separate account and spending policies. Harvey said the Mass. Municipal Depository Trust is an investment opportunity authorized by the Commonwealth and overseen by the State Treasurer's Office. The Trust will periodically put out bids and in years past Fidelity Investments has won those bids to allow funds to be kept in separate accounts that are pooled from higher yielding interest rates.

Adam said he would make a formal request to Paul inquiring of the account set up for the CPC and how generated interest is accounted for.

-Charles asked about Bradley Square and the Bandstand project. Alison reported that the affordable housing project had cleared a modification decision with the MVC and now was going back to the Zoning Board. Nancy said the bandstand said the posts and balusters were being constructed + a specialized door would be installed. She also said they are not rebuilding the structure to include a handicap lift. She said the work will be done in two stages: now and then again in the fall. There was discussion on how the project will get around the handicap accessibility issue without an appeal for a variance from the AAB.

-Next on the agenda was a review of the CPC application. Cheryll discussed Nantucket's application process, which basically has no form to fill out but a list of information items an applicant is supposed to submit in whatever form they choose. She said the current form sets up the committee to review in two parts and perhaps that isn't necessary. Alison said the form can be confusing. She said that Charles's bullet checklist is useful but there is still a list of needed information items that overlap. She felt it should be consolidated to include the project concept. It was asked if the application should move away from the standard form and have just a checklist page of items necessary to complete an application to the CPC.

-Adam stated that he'd like to see items eliminated from the checklist including tax returns, resumes of officers and so forth. Stephen said the fact that most prior year applications are either town sponsored or locally brought up lessens the need to have so much background information.

-Committee members discussed how the application could be reformatted. There was also discussion on incomplete applications and how they get or not get considered.

-Joan talked about how an application can be reviewed for eligibility, considered further or needing more information. Board members opined the need to get away from the perception that the application was a two step process. The goal should be to rewrite the application in simpler terms leaving the door open should further information be needed.

Adam said he would work on a rewrite of the application so that the form page would be eliminated and checklist items and requests for deed restrictions, if applicable, would be included. He said he'd have a draft to e-mail everyone for comment and edits before the next meeting.

-There was discussion about projects looking for CPA funding under the category of 'historic preservation' needing documentation from an historic agency declaring the project has historical significance.

-Cheryll brought up the subject of deed restrictions needed in the Nantucket application. Committee members talked about how that document is viable for community housing projects where covenants are in place so that money given to affordable housing stays affordable. There was talk of how the Sailing Camp has a deed restriction as conservation land.

-The next agenda item was the presentation at Town Meeting. Adam stated he planned on putting together a media presentation similar to what he had done last year and that applicants needed to get in touch with him and figure out how the project will be presented.

-Adam gave a brief update on other preservation committees having established policies that deal with deadline applications and when they are heard at town meetings. He said some of committees have policies about what should be "banked" every year. He talked about how voting is set up to establish the creation and deletion of committee policies. Committee members discussed whether or not there is a need to vote for policies when the actions of the committee by default, create the same thing.

-The last item on the agenda was to revisit the Seaview Heritage Project. Stephen stated that since the committee had made a recommendation to the town, the financial question has come up whether or not the Clay Brick bathrooms need handicap accessibility because the proposed new SSA terminal will have them as well. He said he wants to make sure that the committee is fiscally responsible in presenting projects that need qualified funding.

-Nancy asked who is raising the question? Steve said he was based on information he had gotten from Liz, his wife, who is the Conservation Commission's agent and part of the permit process for what the SSA intends to do with their building. Nancy had a memo that everyone reviewed. In the memo was a letter from the BOH stating that at least one unilateral accessible bathroom should be in the brick building. Nancy said that when the plan to renovate and make accessible the bathrooms was devised, she had no knowledge that the SSA was incorporating bathroom accessibility into its new terminal.

-The committee reviewed the attachments detailing requirements for bathrooms at transit sites and the plumbing code for the # of bathrooms needed at places of assembly.

-Peter asked if the building is going to be raised. Nancy said no, that raising it would potentially block views. Joan stated that because the structure is on a failed coastal bank any change cannot occur until that bank is shored up to allow structural change. It's a building with historical significance in a poor location. She said until there is a permitted solution from the state on how to fix the bank, there can be no work done on the site.

-There was discussion on how the match with the state will work if the proposed amount stays the same. Nancy said the grant is for two years so the project can be done in phases. Harvey asked about the town spending its allocation first before the state funding can be used. Nancy said she needs to show the grant money people that the town has money approved for the project.

Peter made a motion that the recommended amount stay the same with a caveat that the project will continue to be reviewed step by step. Harvey seconded.

In the discussion Stephen said he talked with the Town Administrator about the Selectmen's stand on it and being on the warrant. He said there are mixed signals from the BOS and that other town departments have provided a lot of input into the project as well.

-Nancy asked why the project is being picked on. Stephen said the project's cost had a lot to do with providing handicap access and with news that the SSA is now going to provide that, does the project need as much. He stated that there's a fiduciary responsibility the committee has, especially in fiscally hard times, that requires a further examination of a project that is being recommended for 300K.

-The committee further discussed the need to renovate the building and clean it up so that it is presentable to the public. It was thought that instead of the committee making any changes to the proposed project and its costs, the issue will have to be decided on the floor at town meeting.

Harvey withdrew his second and Peter withdrew his motion.

-The Committee agreed to schedule another meeting for Thursday, April 7<sup>th</sup> at 5:30 pm.

The meeting adjourned at 6:40 pm.