

Oak Bluffs CPC Meeting  
11/04/2008  
Oak Bluffs Library 2<sup>nd</sup> floor conference room

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

Also present: Adam Wilson, Administrative Assistant

The meeting began at 5:30pm. Minutes from 10/21 were motioned for approval.

**The Committee voted 7 – 0 to approve the minutes from October 21<sup>st</sup>.**

-Adam reported he had sent notification out to the 5 applicants whose projects the committee felt didn't qualify under CPA guidelines or were for private enterprise a letter stating such. Next on the agenda was a discussion about administrative expenses. Cheryll expressed her concern that the new copying machine in the Building Department had been purchased with CPA money without committee members' knowledge. She felt that expenditures that large should have more than just the Administrative Assistant's sign off.

-Cheryll then brought up a conversation she had with Town Administrator Michael Dutton on the policy of how the Administrative Assistant to the CPC gets paid. She felt the committee should have been aware that funds will be transferred from the administrative expense account to support the Zoning Administrator's payroll and because it's not on the "up and up" made her question why it had occurred. She said the taxpayers and the committee have a need to know.

Cheryll said there are two job descriptions for the CPC's administrative position. She said she's uncomfortable with the town administration dipping into the committee's funds.

-Adam stated the Zoning Administrator's position has been reclassified and given a higher grade that will now include the assistant's responsibilities to the CPC. The Personnel Board has voted to approve the position upgrade and the new job description that goes with it. Final approval from town voters has yet to occur.

-There was discussion about how the administrative position gets paid. Cheryll stated she had real concerns about the co-mingling of budgets. She said this is a red flag issue.

A motion was made that spending out of the administrative expense budget over \$2,500 dollars will require three committee member signatures.

**The Board voted 7 -0 to approve the spending limit measure.**

-Adam handed out revision addendums to projects submitted to the committee by October 17<sup>th</sup>. The 1<sup>st</sup> discussion was about the additional funding request for the Old Library Conversion. Members talked about the money already allocated through the CPA and the amount now needed to finish the job. Chuck stated he wanted "sources & uses" statement so the committee can analyze how the project will come to fruition. Adam talked about the money raised through the CPA and the state match for the project. There was discussion as to whether or not any of the project was going to bid and how the cost adds up to the number of units being created. Committee members wanted to invite Ron DiOrio to a future meeting to discuss the proposal.

There was a brief discussion on the money still available for the ballfields and the current clearing of the Leonardo property for new leaching fields.

-Peter talked about his fuel assistance project for the elderly. He said he got sponsorship from the DCRHA for the program and that the money would match what the state provides and subsidizes cost so that senior will have enough fuel for heat energy. He talked about income minimums to qualify. He said that between him, the Council on Aging and the DCRHA they should be able to figure out a formula to get seniors to qualify.

-Alison asked about the validity of the project under community housing. Adam quoted the CPA article that funds should be available for the creation, preservation and support of community housing. He said it may not fit with the language of the CPA but as far as the mission statement of the CPC it does provide for Oak Bluffs families. Stephen said it may be a matter for town council to decide if it can be allowed. The committee discussed federal monies becoming available for fuel assistance and income qualification.

-The next discussion was the shoreline preservation project. Joan stated that it's a joint application from a group of town committees. The Waban Park drainage problem was discussed. Joan said there used to be piping to Farm Pond so this project would reestablish the drainage plan but with a filtration system to protect a shellfish bed. Stephen said it's a matter for Counsel to determine if the project is one of preservation and could qualify for rehabilitation and may not.

Committee Members discussed what projects needed to be vetted by counsel. Stephen said that the CPC's mission statement is in their corner and "priding for our families and protecting our future" does give the committee broad powers to consider a wide range of proposals.

Charles asked if it can be done over a period of time? Both Nancy and Joan said no, it's a short money project that will greatly increase the use of town parks. Charles asked if this project can be finished by next summer. Joan and Nancy said yes. Nancy talked about the real need to fix the erosion problem at the Inkwell. She pointed out there is a lot of public demand and political support to "fix" the beaches. -

-Adam stated the committee's preservation plan could have beach replenishment as a priority in its goals and objectives as part of the open space/recreation plan.

-Nancy next talked about the Seaview Heritage application. She said several items in the original proposal have been taken out and put into the drainage project. She also took out parts of the project that conflict with the Newton decision. What's left is the clay brick bathroom building as historic preservation and the soldier's memorial fountain. Cheryll asked if items from this project had been taken out, why didn't the requested amount go down? Nancy said that there is already a loss in matching funds. The bathroom renovations + going accessible is going to cost 250K. She said the Parks Department can do the site plan reducing the overall price tag. Nancy said other bathroom renovations cost at least as much, citing work recently done at Horseneck Beach.

-The Soldiers Fountain is also in need of repair. Nancy said it's rusting. The request for preservation work comes from the CCHDC. Joan said the 10K request is a small amount to pay. Members wanted to keep the project active.

-The next project discussed was Niantic Park. Nancy talked 1<sup>st</sup> about the need to mitigate storm water runoff on streets adjacent to the park. She said engineering plans would be 18K and then the picnic pavilion has a historic background going back to 1947. Charles asked about the historic designation for the pavilion as well as the clay brick bathrooms. Nancy said the clay brick bathrooms were built in 1931 and has historic recognition from the Historical Commission. The picnic pavilion was talked about as being over 50 years old and in a park. Charles said that's a national park standard.

Committee members talked about engineer's fees and how certain individuals bid on working on projects and who has the most information to work with.

By consensus the committee wanted to move the project for further review.

-Members talked about the distribution of funds and the status of applications. Charles asked about the IAHF request for 300K. He asked for a consensus as to whether or not it should be considered. Stephen said they'd wait for the affordable housing advocates to speak on the matter. Charles asked about the Sail MV project and stated that organization has access to funds through fundraising. Charles asked about the Tabernacle project and if it was known whether or not they had outreached to other towns since the structure was used island wide. Stephen said the committee would meet with the MVCMA to discuss the sources of funding for the clerestory project. Committee Members discussed what level of ongoing support they wanted to give to the project.

-The Committee asked Adam to forward the fuel assistance + fire engine + park proposals except Seaview Heritage to counsel for review.

-Adam declared that there was \$730,873 dollars for spending. He said that's the estimated revenues for revenues for '09.

-Charles asked about the bandstand renovation. Nancy said there's a lot of planning going on and a public hearing with the CCHDC is scheduled for November 12th.

The next meeting was scheduled for the 18<sup>th</sup>.

The meeting adjourned at 7:00pm.