

Community Development Council**Meeting #64 1/16/08 9:00 – 10:30am**

Members in Attendance: Renee Balter, Nancy Phillips (recorder), Alison Shaw , Priscilla Sylvia, James Westervelt, Richard Westcott

Excused: Iona Pressley, Terry Appenzellar

Guests: Kerry Scott (Chairman of OB Board of Selectman), Michael Dutton (OB Executive Administrator), Leah Smith (grant writer)

Minutes from 12/19/07 approved

Item	Minutes	Goal	Person(s) Responsible	Date of Completion
<u>CURRENT ISSUES</u>				
Sea View Revitalization	-The \$42,200 est. cost of Landscape architectural services for additional design work on railing etc. <u>will</u> have to go out to bid. Rich will work on the wording for Landscape arch. services & submit suggestions to Michael Dutton.	Contract for A. services	M.Dutton/ Rich	2/1/08
	-The \$4,000 contract needs to be drawn up between Sourati eng. and M. Dutton (OB) for Farm Pond Multi-user path feasibility study	Contract for E. services	M.Dutton/Rich Sourati eng.	2/1/08
	- Leah Smith (grant writer) gave a summary of possible state and federal grant sources which CDC had given her the leads on. She is interested in a contract to find the best grant offerings which Fit our project and writing them. Leah stated she needed us to be More specific about what we need. We have \$5,000 set aside from The Community Preservation Act '07 planning grant for the pursuit of grants for the Sea View Revitalization project and Concept Master plan.	Contract for grant services	Nancy,Rich/ Terry/Leah	2/1/08
	- technically the town can already show a matching amount (for Grants that require it) of \$150,000 (\$50,000 CPA '07, \$46,200 And \$65,000 from 12/11/07 free cash @ special town mtg.).			
	-Michael reports that Dave Grunden is well along on a pre-Application grant for storm water run off. Michael offers to set up a meeting with representatives of interested town/MVC parties who may be applying for grants.	Efficiency of purpose & Communication regarding who is applying for what Grants to avoid in-house competition for same grant.	Michael	2/20/08

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Sea View Revitalization (continued)	- Kerry reports that Roger Wey will meet with legislatures in Washington 2/08 & it would be very helpful if he took the written document of this proposed project plus an executive summary & before and after beach comfort station pictures showing need.	Legislative awareness of OB needs, direction from them, and MONEY If available	Nancy, Kate Collins, Cathy Goudy	2/1/08
	- Most recent survey, done by Sourati engineering, of Farm Pond end of Sea View Ave. road surface reviewed. Kerry said there was a request by the Joint Transportation Committee (MVC) that the OB BOS put it in writing that we would like the JTC to look at this Area in particular. CDC does not have a copy of the letter but has requested one. Contact should be made with David Whitman one of the OB reps (along with R. Combra Jr.)		Nancy	
	- all surveys done should be sent to M. Dutton, R. Combra Jr. in pdf and hard copy format. Surveys done thus far '07: Sourati engineering- -Sea View Ave. curb to high water mark -Sea View Ave. Farm pond end curb on east side to West side of road.	OB surveys located in central place	Nancy contact George Sourati	2/1/08
Cost of Services (COS) (Police Dept., Highway & Parks & Recreation)	- Kerry agreed that this information was important to obtain. It would help with the budgeting process and identify where our town money is coming in and going out and if there are seasonal variations. The current information was brought to The OB Finance Committee. Priscilla said it needs more work from CDC before handing it over to them - Michael Dutton pointed out that if we had more information regarding Cost of Services it might help the town for eg. decide about how we approach Refuse, i.e. should OB join the Regional refuse district or how much our trash Stickers should really cost per barrel?	Start COS analysis framework for town Departments.	Terry, Priscilla & CDC	2/08

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(COS continued)	- Leah Smith was still present and the COS analysis she co-wrote For Truro and Brewster on the Cape were shown to Kerry & Michael briefly. CDC shared with Leah that we were still formulating The questions she charged us with about 2 yrs ago.			
Old Town Hall/Police	For the BOS this is on the back burner until after 4/08 town mtg.	-Pros and cons of various options -> BOS -Final Mission statement	CDC	6/08
<u>ONGOING ISSUES</u>				
Home Business By-law	Michael reiterated that this was difficult to implement because of Multiple factors: 1) Computer system is being updated; 2) licensing Software being in place depends on that (which would make it easier For people to start process on-line); 3) there is disagreement as to Whether there should be a yearly fee for the “by-right people” (just fill out form) and the “special permit” people could pay \$50.00 yearly and fill out form.; 4) would like to have business staff people in one office; 5) Since Adam was given other jobs he no longer has time to do this job so staff person to work on this is needed. That would be after above issues resolved. CDC expressed some frustration with the 3 yr. process thus far but is patiently waiting for implementation.	Implementation of By-law.	Michael	4/08
-Offsite Parking for H.B	Kerry said that this was Ron DiOrio’s area of interest along with Contractors Yard policies for off-island contractors. The parking Site near the town transfer station is pending whether we join the Refuse district.	Offsite Parking	Renee	1/16/08
2008 Projects	Kerry said she would like us to continue working on the above Issues in 2008.			
<u>Next Meeting CDC</u>				3pm, 2/6/08

