

TOWN CLERK

2019 JAN 29 AM 10:43

DUXBURY, MASS.



Town of Duxbury Community Preservation Committee

Minutes of October 18, 2018

The Community Preservation Committee (CPC) met on Thursday, October 18, 2018 at 8:15 AM in the Mural Room at the Duxbury Town Hall.

Members Present: Holly Morris; Cynthia Ladd Fiorini; Tony Kelso; Kathy Palmer; Sarianna Seewald (leaves at 9:30); Terry Vose

Members Absent: Stephen McCarthy

Staff Present: Joe Grady; CPC Administrator; Susan Ossoff; CPC Administrative Assistant

The meeting was called to order by Chair Holly Morris at 8:20 am.

OPEN PROJECTS UPDATES

Historical Archives Project: Pam Campbell Smith attended the meeting to update the CPC about the project. The project was voted in 2014 and was for \$3,300, there now is \$1965 remaining. One scanner was purchased and a computer was borrowed, and the project was set up in the Town Clerk's office. For 3 years the CPC has underwritten the costs for hosting the site on the web. In 2016 the support stopped, and Pam has been paying approximately \$200 per year since then. She said over 1000 people a week visit the site. She is hoping to get reimbursed for additional hosting costs. Holly Morris said that in October of 2016, the CPC agreed to cover the costs of the hosting through July 2017.

How to handle this going forward was discussed; with suggestions including seeing if the Town Clerk can absorb the hosting costs in her budget, or talking to Mary Beth MacQuarrie, the IT Director, about other approaches. Kathy Palmer suggested folding this into the Town's website.

Tony Kelso made a motion to pay the hosting expenses through October 31, 2018 subject to the receipt of invoices. The motion was seconded by Terry Vose and approved by a vote of 6-0. Pam Smith asked if the CPC members could speak to the Town Manager or others; Holly Morris said it is not the role of the CPC to advocate for a project. Joe Grady said the next steps are to talk to Susan Kelley and Mary Beth MacQuarrie to investigate options for hosting the site.

Joe Grady reported that he has met with the Board of Selectmen and that the Rules and Regulations for Blairhaven were adopted by the BOS so he thinks the project is complete. Applications are being accepted for the affordable housing on Temple Street. Joe Grady said work continues on the Conservation Restrictions for the Merry property. There continues to be delays with the DeLorenzo closing but the purchase is expected to close in October. The Ballfield Dugout kits have been put out to bid. The house on the Williams property has had its asbestos abatement completed, and the Historical Commission has approved the demolition.

Holly Morris said she is continuing to work on the Bay Signage project.

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PROJECTS FOR 2019

A folder containing the project applications for all the projects was distributed to the members. Members will review these and project meetings will be set up for each applicant.

The projects received are:

2019-01 Historic Record Books Conservation; First Parish Church; \$15,000
2019-02; Housing Authority Improvements; Duxbury Housing Authority; \$160,000
2019-03; Town Clerk Historic Records Preservation; Town Clerk; \$25,000
2019-04; Pickleball Courts; Duxbury Recreation Department; \$70,000
2019-05; Picnic Shelter; Tim Ayers; \$5,500
2019-06; King Caesar House Windows & Gutters; Duxbury Rural & Historical Society; \$57,250
2019-07; Alden House Windows; Alden Kindred of America; \$5,200
2019-08; Green Harbor Path Signage; Duxbury 2020; \$6,600
2019-09; Town Records Management; John Adams; \$25,000
2019-10; Historic Preservation Education Program; Duxbury Historical Commission; \$25,000

Project meetings will be scheduled with the applicants for the following dates:
November 1; November 8, November 15

There was some general discussion about the projects. Cynthia Ladd Fiorini pointed out that the Church Historic Records book, particularly the earliest book, is records from before the Town and Church became separate. Tony Kelso suggested getting Town Counsel's input about whether a Church project can qualify for CPC funding.

Holly Morris commented that for the housing project, based on information on the CPC Coalition's website, these types of repairs do qualify for funding.

The Town Records Management project, if it qualifies for funding, would likely have to come from Administrative Funds which are approximately \$30,000 per year; this request is for \$25,000. Those funds are used to pay for support staff and other expenses; a breakdown of yearly expenditures from the fund would be helpful.

Holly Morris wondered if the Historic Education project also would need to be funded from Administrative Funds.

ADMINISTRATIVE MATTERS

Requisitions and invoices signed by Chairman since last meeting:

Bills Paid:

South Shore Habitat for Humanity; \$137,478; Temple St. Affordable Housing

ADJOURN

On a motion by Cynthia Ladd Fiorini, seconded by Terry Vose, it was voted 5-0 to adjourn the meeting at 9:50 am.