



Approved May 18, 2023

Town of Duxbury Community Preservation Committee

MINUTES OF NOVEMBER 3, 2022

The Duxbury Community Preservation Committee (CPC) met on Thursday, November 3, 2022 at 9:00 a.m. in the Duxbury Town Hall Mural Room.

Members Present: Kathy Cross, Tony Kelso, Holly Morris and Kathy Palmer.

Members Absent: Tag Carpenter, George Wadsworth and David Uitti.

Staff Present: Pat Loring, Volunteer.

Also Present: Bri Leing, Chair, Duxbury Housing Authority.

Chair, Holly Morris called the Community Preservation Committee to order at 9:00 a.m.

Ms. Morris welcomed potential new member, Bri Leing, who discussed her interest in Duxbury's affordable housing and her plans for making a difference in the local housing arena. Kathy Cross made a motion, seconded by Tony Kelso, to recommend Bri Leing as the Housing Authority representative to the CPC. Motion passed unanimously 4 to 0. Kathy Cross will contact the Selectboard regarding approval of Ms. Leing to the CPC at their next meeting.

Holly Morris distributed a sheet entitled *Certificate of Projected Debt Service and Estimated Future Amounts of Annual Real Property Surcharge Receipts* from Duxbury Financial Director, John Adams. Ms. Morris discussed the low remaining account balances and the 2023 project requests which far exceed the available funds. The 2022 state match is unknown at this time.

Holly Morris emailed all 2023 CPA applicants requesting their attendance at the 11/17/2022 CPC meeting to discuss their projects.

Review of 2023 CPA Applications:

Applicant: Danielle Klingaman, Superintendent of Schools

1. Steele Tennis Courts Rehabilitation: \$277,638. CPC members reviewed the application and had the following questions: Is this request already included in the Duxbury Capital Budget? Is any private fundraising, similar to PRIDE, planned? Do they have other funding or grants sources? What is the dollar amount requested? How long have the courts been in this condition? Are the drainage issues being addressed with this request? Are fencing and benches included in this request? Would \$25,000 in CPA funds be helpful to the project? CPA members Kathy Palmer and David Uitti were assigned to research this request and report to the CPC.
2. Chandler School Front Playground: \$200,000. The CPA request includes funding for three school playgrounds. For 2023, funding is requested for only Chandler School's front playground. CPC members reviewed the application and had the following questions: Is there a Playground Planning Committee or parents' group? Are playgrounds inspected regularly for maintenance issues and safety? CPA members Holly Morris and Bri Leing were assigned to research this request and report to the CPC.

Applicant: Duxbury Affordable Housing Trust

3. DAHT East Street Bog Reimbursement: Cost To Be Determined. Property will need to be appraised and a survey plan produced. Annual Town Meeting warrant closes on December 2, 2022. It is, therefore, unlikely the survey and plan can be produced in time. CPC members reviewed the application and had the following questions: What is the size and location of the housing project? What is the size of the open space to be reimbursed? What is the balance and status of the Inclusionary Funds? No CPC members were assigned to this project.

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4. DAHT Temple Street Lot reimbursement: \$250,000. As part of the 761 Temple St. house and land acquisition, DAHT paid for a lot that became open space and not a housing. The Town is in the process of selling the antique farmhouse with three acres of land. DAHT is requesting reimbursement for the former housing lot. However, the Town incurred debt when purchasing the 17-acre 761 Temple St. property and Town Counsel has ruled the debt must be paid off first and then the DAHT can be reimbursed for the lot. Since this project cannot be accomplished at this time and will have to be postponed indefinitely, no CPC member were assigned to the project.
5. DAHT Housing Consultant: \$19,600 CPC members reviewed the application and had the following questions: The DAHT received \$100,000 in CPA Community Housing Funds. How have those funds been spent? There are several ongoing DAHT projects. What are DAHT priorities? Holly was assigned to this project.

Applicant: Joan Riser, Girl Scout leader

6. Girl Scout House Rehabilitation: \$28,677.65. GSA leader, Joan Riser, has submitted a request to rehabilitate the inside of the town-owned Girl Scout House on Washington Street. The interior is currently unusable by the Scouts. This project is on the Town's Long-Range Capital budget. Timing of the project must be reconciled with the town's Facilities Manager. The CPC will tour the building. Funds for this project are available in the CPA Historic Preservation account. CPC members, Tag Carpenter and Tony Kelso were assigned to this project.

PROJECT UPDATES:

761 Temple Street: Kathy Cross reported on the Town's search for a Real Estate Professional to help market the historic Isaac Simmons house and three acres of land at 761 Temple Street. Sherry Sibley has submitted a proposal for \$2300. Ms. Sibley proposes to donate her time, which will include staging the house, taking photographs and generating marketing materials. The \$2300 will pay for marketing materials and photographs. Pat Schlecta submitted a proposal for \$20,000. Finding a realtor is currently on hold.

ADMINISTRATIVE MATTERS:

Minutes for Approval: 9/22/2022, 10/6/2022, 10/17/2022, 10/23/2022.

Minutes of 9/22/2022. Kathy Cross made a motion, seconded by Tony Kelso, to approve the minutes of 9/22/2022 with edits submitted by Holly Morris. Motion passed unanimously 4 to 0.

Minutes of 10/6/2022. Kathy Cross made a Motion, seconded by Tony Kelso to approved the minutes of 10/6/2022 with two corrections: The trail camera was "removed by the owner" and Bri's last name is spelled "Leing" Motion passed unanimously 4 to 0.

Minutes of 10/17/1022 were postponed for lack of attending members.

Minutes of 10/20/2022. Kathy Cross made a motion, seconded by Tony Kelso, to approve the minutes with edits submitted by Holly Morris. Motion passed unanimously 4 to 0.

ADJOURN: At 11:00 a.m. Kathy Cross made a motion, seconded by Tony Kelso, to adjourn the Community Preservation Committee meeting. Motion passed unanimously 4 – 0.

The Next CPC Meeting is scheduled for November 17, 2022 at 9:00 a.m.