

Approved December 12, 2019

TOWN CLERK

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DUXBURY, MASS.



## Town of Duxbury Community Preservation Committee

### Minutes of May 16, 2019

The Community Preservation Committee (CPC) met on Thursday, May 16, 2019 at 8:15 AM in the Mural Room at the Duxbury Town Hall.

**Members Present:** Holly Morris; Tony Kelso; Paul McCormack; Kathy Palmer; Terry Vose

**Members Absent:** Cynthia Ladd Fiorini; Sarianna Seewald

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

The meeting was called to order by Chair Holly Morris at 8:15 am.

#### COMPREHENSIVE PLAN OUTREACH: TOWN PLANNER

Valerie Massard, the Town Planner, reviewed the status of the Duxbury Comprehensive Plan. She said they have held a number of forums; the process is called Envision Duxbury which is also the name of the website. A survey was conducted with good participation. They are now soliciting comments before the document undergoes final review. Holly Morris encouraged the CPC members to read the draft document particularly as it relates to CPC and get any comments back to Ms. Massard.

Joe Grady said the Envision Duxbury website is hard to navigate, so sections of the report will be sent to CPC members. He thinks wording relating to CPC needs to be corrected particularly as it relates to CPC funding. He said this document will guide the Town in the future and so careful review by everyone is needed.

Valerie Massard said comments can be sent to her by email or a hard copy can be marked up. At the end of each section there will be an implementation table. Holly Morris pointed out that there is no mention that CPC makes recommendations about projects to Town Meeting rather than spend the funds itself which needs to be clarified; the document does not present an accurate representation of how the process works.

Joe Grady said the Conservation Commission reviewed the document and also will be providing comments back to the Town Planner for changes because they have significant concerns with the document.

#### HISTORICAL PRESERVATION RESTRICTIONS UPDATE

Joe Grady said he is working with Town Counsel and Holly Morris to finalize the Alden and Rural & Historical Society grant agreements for their projects. Holly Morris said Town Counsel wants the R&H Society to have some sort of preservation agreement for the King Caesar House; getting an official Preservation Restriction can be costly so a less formal restriction is a possibility. Joe Grady said the Historical Society has no permanent restrictions on any properties. For this project, the Committee's consensus was a less formal 30-year restriction for the windows and gutters project is adequate.

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The mission of the Town of Duxbury is to deliver excellent services to the community in the most fiscally responsible and innovative manner while endeavoring to broaden our sense of community and preserve the unique character of our town.

For the Church Records agreement an insurance policy will be required and they will have to provide digital and microfiche copies of the records. In addition they will provide 10 years of public availability for free.

#### **ADMINISTRATIVE MATTERS**

##### **Use of Administrative Funds for Survey**

Joe Grady consulted with Town Counsel whose opinion is that CPA funds can't be spend on surveys. Administrative Funds can be used for this purpose.

On a motion by Sarianna Seewald, seconded by Paul McCormack, it was voted 5-0 to approve the expenditure of \$13,000 for a Tinkertown Historic Survey to be conducted by Wendy Frontiero per her proposal letter dated October 9, 2018.

##### **Invoices and Requisitions Approved Since Last Meeting:**

None

**Minutes:** none

#### **ADJOURN**

On a motion by Terry Vose, seconded by Tony Kelso, it was voted 5-0 to adjourn the meeting at 9:05 am.