

## September 1st, 2015

### COMMUNITY PRESERVATION COMMITTEE

TUESDAY, SEPTEMBER 1, 2015

#### AGENDA

Convene Meeting: 7:00 p.m. – Mashpee Town Hall – Ockway Bay Meeting Room

#### MINUTES

Tuesday, January 13, 2015 Regular Session

#### APPOINTMENTS AND HEARINGS

7:00 p.m. Public Comment

7:05 p.m. Catherine Laurent Director of Public Works; Update on ongoing CPA Projects

#### COMMUNICATIONS & CORRESPONDENCE

#### OLD BUSINESS

- Approval and Ratification of Invoice(s) for Payment:

Great River Boat Ramp - \$1,039.64  
Great River Boat Ramp - \$55,199.83  
Great River Boat Ramp - \$1,380  
Great River Boat Ramp – \$18,818.63  
Great River Boat Ramp - \$10,782.49  
Great River Boat Ramp - \$6,560.93  
Great River Boat Ramp - \$2,218.60  
Great River Boat Ramp - \$114,236.06  
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Community Preservation Coalition Dues - \$4,350  
Shellfish Propagation Project - \$7,229.84  
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Shellfish Propagation Project - \$23,000  
John's Pond Park - \$33,164.86  
John's Pond Park - \$2,698

Attaquin Park - \$19,361.25  
Attaquin Park - \$9,106.88  
Historical Booklet - \$7,500 (donation)  
Historical Booklet - \$7,500 (donation)

### **NEW BUSINESS**

- Approval & Ratification of October 2015 Town Meeting Warrant Article to set aside FY16 Annual Reserves and Budgeted Reserve for Appropriation

### **LIAISON REPORTS**

- Liaison Assignments

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Present: Richard Halpern, Burt Kaplan, Evelyn Buschenfeldt, Ed Larkin,  
Frank Lord, Mary Waygan, Carol Sherman

Absent: Ralph Shaw, Diane Rommelmeyer

Attendees: Rodney Collins, Town Manager

Meeting Called to Order by Chairman Halpern at 7:00 p.m.  
Mashpee Town Hall, Ockway Bay Meeting Room

### **MINUTES**

Tuesday, January 13, 2015 Regular Session:

**Motion made by Mr. Kaplan to approve the minutes of January 13, 2015 as presented.**

**Motion seconded by Mr. Lord.**

**VOTE: Unanimous. 6-0-1.**

**Roll Call Vote:**

Mr. Halpern, yes	Mr. Kaplan, yes
Mrs. Buschenfeldt, yes	Mr. Larkin, abstained
Mr. Lord, yes	Ms. Waygan, yes
Mrs. Sherman, yes	Opposed, none

**APPOINTMENTS AND HEARINGS**

**Public Comment:**

Phyllis Moniz Littleford was in attendance to briefly discuss the new application she has presented to the Community Preservation Committee for the potential acquisition of 104 William Mingo Road, and 60 Saddleback Road, Mashpee. The parcels of land are located on level wooded lots in the vicinity of the Quashnet Valley Country Club and surrounded by Town-owned forests and conservation areas. The property is comprised of 25+/- acres and would be an excellent use for open space, historic preservation and/or conservation purposes.

Chairman Halpern indicated the Community Preservation Committee would be reviewing the next round of proposals for the May 2016 Town Meeting beginning in November.

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**APPOINTMENTS & HEARINGS:**

**Catherine Laurent Director of Public Works; Update on ongoing CPA Projects:**

Catherine Laurent, the Director of Public Works met with the CPC for the purpose of reviewing and updating current CPA funded projects. As noted;

**Community Park:**

CPA funding in the amount of \$350,000 to re-establish the Community Park was distributed in two phases respectively in May and in October of 2013. The second phase of the project incorporated handicap restroom facilities at the Archives building with a separate egress for community use, and a connection of the park to the Veteran's Garden and historic One Room Schoolhouse.

With its opening this year, the park has become a popular attraction hosting a variety of weekly concerts at the band pavilion, including movie nights, farmers markets and other recreational events.

Ms. Laurent indicated she miscalculated the stonework, and has been assuming the additional expenditures through her building and grounds budget. Realizing there are available CPA funds, the remaining improvements would be processed through the CPA budget. Additional items include minor work associated to the completion of the pavilion, irrigation work and plantings.

**One Room Schoolhouse:**

Ms. Laurent indicated she would be advancing the project by conducting remaining improvements to the One Room Schoolhouse. As originally planned, the use of remaining Schoolhouse funds would benefit both the Community Park and One Room Schoolhouse situated at the same location. Work includes a kiosk display and native plantings. Ms. Laurent indicated that she intends to work with

CPC member Frank Lord to complete the Schoolhouse related improvements which may include a small storage shed. With CPA funding, the Schoolhouse was relocated to the Community Park in 2008.

Archives:

It was noted the Archives balance of \$1,343.10 will support miscellaneous project expenditures. Ms. Laurent is currently working with Historical Commission on additional preservation needs separate from the CPA budget. A meeting is scheduled later this week to further review the preservation process and additional storage requirements which include shelving and acid free boxes within the building, mostly in the basement area.

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Archives: (continued)

CPC member Ed Larkin indicated the projects funded through the Community Preservation Act are specific expenditures and there should be a definitive accounting of all projects.

Ms. Laurent agreed and indicated that although the funds from the Community Park, One Room Schoolhouse and Archives are within the same area, funding from each project will be utilized for their specific purposes as outlined in the CPC project proposals. With regards to the Archives, there have been issues relative to dampness, temperature and humidity controls that shall be further reviewed with the Historical Commission, Archivist, and Library Director.

The Town Manager, Rodney Collins has identified a mechanism to fund these needs, separate from the Community Preservation Committee budget.

Great River Boat Ramp Improvement Project:

The CPC Chair, Richard Halpern made note of an article that appeared in the local newspaper regarding a boat ramp issue specific to the Town of Falmouth. In concern, Mr. Halpern indicated the Town of Mashpee is using the same engineering firm, and the CPC wants to be assured this type of mishap does not occur in the Town of Mashpee. There is a design flaw at a boat ramp in Falmouth and as a result, boaters are unable to launch during low tide.

Ms. Laurent indicated the engineer has reviewed the Great River Boat Ramp at low tide. This matter has been taken into consideration. In Mashpee, the ramp is slightly longer and there is a level concrete surface at the ramp location.

Discussion followed with respect to the project schedule. The \$650,000 project was approved by a vote of Town Meeting in October of 2013. The CPA project includes the complete reconstruction of the existing ramp and landing, the pier and attached floating docks. The project also includes the reconstruction and enlargement of the parking lot and road area for the widely used boat ramp facility. The parking lot which includes bio-retention and drainage was completed this past spring.

Due to permitting delays and a harsh winter, the Town has plans to continue construction in the fall. However, during a recent assessment of all Town boat ramps, it was strongly recommended the Great River Boat Ramp be constructed with a double wide ramp with the appropriate length to ensure its effectiveness during low tide and to construct the facility for the future needs of Mashpee. It was disclosed that all permits filed have been based on the single ramp design.

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Great River Boat Ramp Improvement Project: (continued)

In discussion, it was noted that a comprehensive Boat Access Plan is deemed a priority of the Town Manager. To create an action plan,

all boat facilities were reviewed by applicable Town Departments including representation from the Waterways Commission, the Shellfish Constable, the Harbormaster and DPW Director. During this review it was the consensus for the Great River Boat Ramp to be wider, and be constructed as a double ramp.

To move forward with the construction of a double ramp, it is necessary to obtain the required permitting, and as a result, the project may be deferred for another year. Estimated cost assumptions may result in an additional \$300,000 to \$350,000 for the added ramp construction.

With regards to the comprehensive Boat Access Plan for all Town boat facilities, Mr. Collins indicated he is attempting to locate a funding source to conduct necessary repairs to docks damaged by severe winters and develop a long term schedule for replacement. It was noted that this may become a new Capital Improvement Plan line item.

To alleviate damage caused to pilings over the winter, it was suggested that thermostatically controlled ice-melts be installed at sites with electricity.

Regarding the double wide boat ramp at Great River, Ms. Laurent noted the question of accommodating the double ramp at the site location is currently being investigated. The state is reviewing the impact of the ramp as it relates to the salt marsh. With the state's approval, the Town must file an amendment to the Chapter 91 permit and file with the Army Corps of Engineers in addition to obtaining approval from the Town's Conservation Commission.

Members of the Community Preservation Committee in looking towards the future for the Town of Mashpee indicated they are supportive of the double ramp proposal, and additional funding if necessary to complete the project in the correct manner.

#### Attaquin Park:

CPA funding approved at the May 2015 Town Meeting has allowed for the restoration of the Attaquin Park Playground located at the site of the Town beach on Mashpee/Wakeby Pond. The project is complete, and it is actively being used. With the addition of sand, the balance of the project funds will be returned to the CPC. In a few years, the DPW anticipates submitting a new application for Phase II which would add more swings at the site location. Currently, the playground equipment fits in quite well at the site and there are no signs of vandalism.

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#### John's Pond Beach:

The John's Pond Beach Improvement project consists of a final coat of asphalt paving, the installation of a concrete pad for the picnic pavilion with storage for the Recreation Department and handicap accessible walkways to connect the playground to the picnic pavilion.

It is anticipated the DPW will install the concrete pad and picnic/storage structure upon delivery in the fall of 2015.

#### Heritage Park:

The DPW is also planning to install the Heritage Park bathhouse/pavilion transferred from the John's Pond Beach Improvement project this fall. Site work for septic and water connections will be installed prior to the transfer of the building presently being stored at the high school building. The project includes parking lot lighting.

#### Santuit Pond Preserves:

The Santuit Pond Improvement project will allow for the construction of a 10-vehicle parking lot off Route 130 for public access. In addition to the construction of the parking facility, signage, a kiosk and the removal of an old storage garage and revegetation of this area is funded.

The property survey is underway. Work is scheduled for this fall. AmeriCorps volunteers are expected to assist with the clearing of the existing pathways. The area is valuable for wildlife habitat and contains a number of trails throughout the property.

Ockway Bay Boat Ramp:

The DPW may be applying for CPA funding in May to assist with the replacement of the Ockway Boat Ramp. As a result of the severe winter, the damage to the structure is extensive and it is in dire need of replacement.

To Re-publish a Documented Pictorial History of the Town of Mashpee:

The Town of Mashpee Pictorial History booklet was funded by the CPC in May of 2014. It was disclosed that an outside funding contribution was obtained from The Bridges of Mashpee. As a result, the CPC funding earmarked for this project will remain in the 10% Historical Reserves of the Community Preservation Committee.

The Historical Commission has requested the Selectmen approve an article on the October Town Meeting warrant to establish a revolving fund for the sale of the books.

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OLD BUSINESS

Approval and Ratification of Invoice(s) for Payment:

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Approval and Ratification of Invoice(s) for Payment: (continued)

**Motion made by Mr. Larkin to approve and ratify the referenced invoices for payment.**

**Motion seconded by Ms. Waygan.**

**VOTE: Unanimous. 7-0.**

**Roll Call Vote:**

Mr. Halpern, yes	Mr. Kaplan, yes
Mrs. Buschenfeldt, yes	Mr. Larkin, yes
Mr. Lord, yes	Ms. Waygan, yes
Mrs. Sherman, yes	Opposed, none

Approval & Ratification of October 2015 Town Meeting Warrant Article to set aside FY16 Annual Reserves and Budgeted Reserve for Appropriation:

Mr. Larkin read aloud the following article into the record;

**Article:** To see if the Town will vote to appropriate and transfer, pursuant to the provisions of M.G.L., Chapter 44B, §6 to reserve from FY2016 estimated Community Preservation revenues, the following amounts:

\$143,211	10% for Open space/Recreational Purposes
\$143,211	10% for Historic Preservation Purposes
\$143,211	10% for Affordable Housing Purposes
\$1,002,479	To the FY2016 Community Preservation Fund Budgeted Reserve as recommended by the Community Preservation Committee, or take any other action relating thereto.

**Explanation:** The annual article would set aside 10% of the estimated Community Preservation Funds as required for Open Space/Recreation Purposes, Historic Preservation Purposes and Affordable Housing Purposes.

The Community Preservation Committee voted 7-0 to approve the 10% Reserves and Budgeted Reserve to be available for use in fiscal year 2016 as certified by the Town Accountant and reflected in the FY2016 CP-1.

**Motion made by Mr. Larkin to approve and ratify the above referenced article for the October 19, 2015 Town Meeting Warrant.**

**Motion seconded by Mrs. Buschenfeldt.**

**VOTE: Unanimous. 7-0.**

**Roll Call Vote:**

Mr. Halpern, yes	Mr. Kaplan, yes
Mrs. Buschenfeldt, yes	Mr. Larkin, yes
Mr. Lord, yes	Ms. Waygan, yes
Mrs. Sherman, yes	Opposed, none

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Meeting Schedule:

Tuesday, October 13, 2015 – 6:00 p.m. Popponeset Meeting Room (downstairs)  
Tuesday, November 10, 2015 – 7:00 p.m.

Adjournment:

**Motion made by Mr. Larkin to adjourn at 8:16 p.m.**

**Motion seconded by Mrs. Waygan.**

**VOTE: Unanimous. 7-0.**

**Roll Call Vote:**

**Mr. Halpern, yes**                      **Mr. Kaplan, yes**  
**Mrs. Buschenfeldt, yes** **Mr. Larkin, yes**  
**Mr. Lord, yes**                      **Ms. Waygan, yes**  
**Mrs. Sherman, yes**                      **Opposed, none**

Respectfully submitted,

Kathleen M. Soares  
Community Preservation Committee