



COMMUNITY PRESERVATION COMMITTEE
Minutes of the meeting of
August 24, 2017
Pembroke Town Hall, Room 13

Disclosure: These minutes are not verbatim – they are the administrative agent's interpretation of what took place at the meeting.
All materials presented during this meeting are available in the Pembroke Conservation Commission office.

Open Meeting Law, G.L.c. 30A § 22.

Agenda – May include topics not reasonably anticipated by the chairman at time of posting of the meeting.
Open Meeting Law, G.L.c. 30A § 20.

Mr. Brian Van Riper, Chairman, opened a meeting of the Community Preservation Committee at the Pembroke Town Hall in Room 13 at 7:35 PM on Thursday, April 6, 2017. Other members present were Mr. Robert Clarke, Ms. Carolyn Crossley, Mr. Stephen Herrmann, Mr. Matthew Norton, Mr. Daniel Pelletier and Mr. Paul Whitman. Member not in attendance was Ms. Lisa Cullity. Also in attendance were Mr. Otis Hathon, Architect, Ms. Peg Struzik, resident, and Ms. Rachel Keller, Administrative Assistant to the Pembroke Community Preservation Committee.

I. Old Business

A. Review of budget sheets

1. The chairman explained to the members the current financial status of the CPA accounts. Anticipated FY18 revenue is \$325,000.00; however, after the deduction of transfers and allocations, the balance is approximately \$59,981.00. Historic resources account currently has a balance of \$20,776.69; community housing account currently has a balance of -\$4,772.18; and the open space account currently has a balance of \$134,178.78.

- B.** The chairman asked Mr. Otis Hathon to present his updated plans for the firehouse food pantry. Mr. Hathon's recommendations include splitting the work into two phases (and two bid packages). Phase I (exterior insulation system) includes stucco, replacement of windows (insect damage and soffit replacement), providing proper ventilation and replacing ceiling insulation. Phase II (interior) includes encapsulation of the asbestos flooring and installation of vinyl flooring, touchup painting, addition of a foundation and floor slab, shoring up the roof and replacing the walls in the back storage room. Phase I could be completed with the \$45,000.00 appropriation that is currently available. Mr. Hathon recommends that for bidding purposes, the town advertise the project as the two separate phases as outlined.

- C.** Mr. Hathon then asked to address the committee members regarding the Pembroke Police Boys' Club project – the chairman asked him to proceed. Mr. Hathon informed the members that there are several bids received for the project. Two bids have been received for the roof (phase I) – one in the amount of \$38,000.00 and the other in the amount of \$54,000.00. Phase

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II for the siding, windows, front entrance revisions received a bid in the amount of \$138,000.00. Therefore, the \$135,000.00 already appropriated will not cover all of the work.

II. New Business

A. Applications for funding

1. The chairman gave a description of the work proposed in the application for funding submitted by the town administrator regarding treatment of Oldham, Furnace and Hobomock ponds. The majority of members agreed that this request would be considered maintenance since the town has already approved funding for treatment of the ponds in the recent past. As such, this project would not be an allowable use of funds. There was no further discussion; therefore,

Upon motion made by Mr. Norton and seconded by Ms. Crossley, it was –

VOTED: To deny the application submitted by the town administrator for funding for treatment of the town's ponds.

Ms. Crossley, Mr. Herrmann, Mr. Norton, Mr. Pelletier and Mr. Whitman were in favor of the motion. Mr. Clarke abstained from the vote. The chairman was present, but did not vote. Motion passed.

2. The chairman then asked for discussion regarding the application submitted by the DPW for the replacement of fencing at Luddam's Ford Park. Mr. Whitman gave a description of what the fence would look like and where it would be installed. There was no further discussion; therefore,

Upon motion made by Mr. Norton and seconded by Mr. Pelletier, it was –

VOTED: To accept the application submitted by the DPW for \$25,000.00 in funding for the installation of a new fence at Luddam's Ford Park and approve the recommendation for town meeting.

Mr. Clarke, Ms. Crossley, Mr. Herrmann, Mr. Norton and Mr. Pelletier and were in favor of the motion. Mr. Whitman abstained from the vote. The chairman was present, but did not vote. Motion passed.

3. The chairman gave a description of the work proposed in the application for funding submitted by the town for the purchase and installation of loam and picnic tables at Luddam's Ford Park. There was no further discussion; therefore,

Upon motion made by Mr. Norton and seconded by Ms. Crossley, it was –

VOTED: To accept the application submitted by the town administrator for \$5,000.00 in funding for the purchase and installation of loam and picnic tables at Luddam's Ford Park.

Mr. Clarke, Ms. Crossley, Mr. Herrmann, Mr. Norton, Mr. Pelletier and Mr. Whitman were in favor of the motion. The chairman was present, but did not vote. Motion passed.

4. The chairman then gave a brief explanation of the application submitted by the town administrator for the removal of the cracked concrete cannon supports at Memorial Park on the town memorial green and installation of granite platforms; as well as the

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restoration of the cannons by way of sandblasting and resurfacing; and remounting of cannons to newly installed platforms. The chairman asked for discussion. There was none; therefore,

Upon motion made by Mr. Whitman and seconded by Mr. Norton, it was –

VOTED: To accept the application submitted by the town administrator for \$25,000.00 in funding for the removal of the cracked concrete cannon supports at Memorial Park on the town memorial green and installation of granite platforms; as well as the restoration of the cannons by way of sandblasting and resurfacing; and remounting of cannons to newly installed platforms.

Mr. Clarke, Ms. Crossley, Mr. Herrmann, Mr. Norton, Mr. Pelletier, Mr. Van Riper and Mr. Whitman were in favor of the motion. Motion passed unanimously.

5. All other applications for funding were deferred to the spring.

III. Final Bills

A. Upon motion made by Mr. Clarke and seconded by Mr. Herrmann, it was –

VOTED: To accept and approve the final bill, in the amount of \$1,100.00 from South Shore Ornamental Iron for the installation of the cemetery gates at Pine Grove Cemetery.

Mr. Clarke, Ms. Crossley, Mr. Herrmann, Mr. Norton, Mr. Van Riper and Mr. Whitman were in favor of the motion. Mr. Pelletier abstained from the vote. Motion passed.

B. Upon motion made by Mr. Whitman and seconded by Mr. Clarke, it was –

VOTED: To accept and approve the final bill, in the amount of \$292.50, from Andrew Marinelli for the work perform on the Harry M. Woods bandstand.

Mr. Clarke, Ms. Crossley, Mr. Herrmann, Mr. Norton, Mr. Van Riper and Mr. Whitman were in favor of the motion. Mr. Pelletier abstained from the vote. Motion passed.

IV. Minutes

A. The chairman asked for discussion regarding the draft meeting minutes of April 6, 2017, which were submitted to the committee for review and approval by the administrative assistant. It was reported by the administrative assistant that there was an error in the name listed as the individual who seconded the motion for the roof replacement at the MacDonald Way housing development. It was agreed the administrative assistant could amend the minutes after the fact. There was no further discussion; therefore,

Upon a motion made by Mr. Herrmann and seconded by Mr. Whitman, it was –

VOTED: To accept and approve the meeting minutes, with the noted change of name, of April 6, 2017.

Mr. Clarke, Ms. Crossley, Mr. Herrmann, Mr. Van Riper and Mr. Whitman were in favor of the
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motion. Mr. Norton and Mr. Pelletier abstained from the vote due to absence at the April 6 meeting.
Motion passed.

There being no further discussion or votes, the meeting adjourned at 9:05 PM.

Respectfully submitted,

Rachel L. Keller
Administrative Assistant

Materials and Exhibits

Application for funding from the DPW for the repair of stone walls at Pine Grove Cemetery
Application for funding from the DPW for the repair of stone walls and headstones at Mt. Pleasant Cemetery
Application for funding from the DPW for the repair of fallen and damaged headstones at Center Street Cemetery
Application for funding from the DPW for the replacement of the broken fence at Luddam's Ford Park
Application from the Cobb Library Trustees for the continuing preservation and restoration of the building
Application from the town administrator for cannon restoration at the town memorial green
Application from the town administrator for treatment at Oldham, Furnace and Hobomock ponds
Application from the town administrator for the installation of loam and picnic tables at Luddam's Ford Park
Proposal (including drawings) submitted by Mr. Otis Hathon for restoration of the Firehouse food pantry
Budget sheets
Payment voucher for Andrew Marinelli for work done at Harry M. Woods bandstand
Payment voucher for South Shore Ornamental Iron for the cemetery gates project
Draft minutes of the April 6, 2017 meeting

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