



COMMUNITY PRESERVATION COMMITTEE
Minutes of the meeting of
February 8, 2018
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 Pembroke Community Preservation Committee at the Pembroke town hall in Room 13 at 7:30 PM on Thursday, February 8, 2018. Other members present were Mr. Robert Clarke, Ms. Carolyn Crossley, Mr. Stephen Herrmann and Mr. Matthew Norton. Members not in attendance were Ms. Lisa Cullity, Mr. Daniel Pellitier and Mr. Paul Whitman. Also in attendance was Rachel Keller, Administrative Assistant to the Pembroke Community Preservation Committee.

I. Minutes

- A. The chairman asked for discussion regarding the draft meeting minutes of January 25, 2018, which were submitted to the committee for review and approval by the administrative assistant. There was no discussion; therefore,

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

VOTED: To accept and approve the meeting minutes of January 25, 2018.

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

II. New Business

- A. Applications for funding

1. Kilcommons Drive – fire alarm replacement

Attendee: John McKeown, Executive Directive of the Pembroke Housing Authority

Mr. McKeown informed the members that the application that was accepted and funded by the members last year was for the design process. The new application is for the completion of the actual project – coverage of the 60 units - in the amount of \$55,000.00. The chairman advised the members that approximately \$40,000.00 could be distributed from the

Materials or other exhibits used by the public body in an open meeting are available to the public, within 10 days, upon request.

community housing account and \$15,000.00 could be distributed from annual revenues. There was no further discussion; therefore,

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

VOTED: To accept and approve the application as submitted AND to appropriate \$55,000.00 in funding for the completion of the fire alarm system at Kilcommons Drive.

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

2. **John Turner homestead – phase II, stabilization**

Mr. Herrmann gave a brief history of the property and informed the members that the initial stabilization of the house was completed after the receipt of \$25,000.00 in CPC funds that were awarded last year. The current application, in the amount of \$92,000.00, is for the continued stabilization of the house including roofing; cornice, gutters and downspouts; chimney repairs; full restoration of front façade; full restoration of front façade window sash; new electrical panel; and repair or replacement of water main and installation of the exterior water spigot. A phase III application will be submitted in the near future. There was no further discussion; therefore,

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

VOTED: To accept and approve the application as submitted AND to appropriate \$100,000.00 in funding for phase II of the stabilization of the John Turner homestead.

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

3. **Center Street cemetery – repair of headstones**

The chairman informed the members that this request is simply a continuation of the repair efforts previously funded and asked if there was any discussion regarding the application - there was none; therefore,

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

VOTED: To accept and approve the application as submitted AND to appropriate \$25,000.00 in funding for the repair of headstones at the Center Street cemetery.

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

4. **Luddam's Ford Park – fencing, gates and cooking grills**

The chairman informed the members that this application is a request for funds to continue the work that has already begun with previously awarded CPC funds. There being no further discussion,

Materials or other exhibits used by the public body in an open meeting are available to the public, within 10 days, upon request.

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

VOTED: To accept and approve the application as submitted AND to appropriate \$20,000.00 in funding for fencing, gates and cooking grills at Luddam's Ford Park.

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

5. **Historical Society Building – ceiling repair and painting**

The chairman informed the members that this application is a request for funds to repair the failing interior ceiling at the historical society building in the center of town. There being no further discussion,

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

VOTED: To accept and approve the application as submitted AND to appropriate \$3,000.00 in funding for the repair of the ceiling at the historical society building.

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

6. **Tubb's Meadow – parking, fencing and signage**

The chairman informed the members that the request for funds would be used to improve parking and add new fencing and signage, similar to the work Wildlands Trust did at Willowbrook Farm Preserve. There being no further discussion,

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

VOTED: To accept and approve the application as submitted AND to appropriate \$25,000.00 in funding for parking repair and new fencing and signage at Tubbs Meadow.

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

7. Applications deferred to fall:

- a. Water Street cemetery – headstone repair
- b. Pine Grove cemetery – wall restoration
- c. Mt. Pleasant cemetery – gates
- d. Friends Meeting House – removal and future prevention of poison ivy
- e. Town Memorial – gazebo

There being no further discussion or votes, the meeting adjourned at 8:35PM.

Respectfully submitted,

Rachel L. Keller
Administrative Assistant

Materials or other exhibits used by the public body in an open meeting are available to the public, within 10 days, upon request.

Materials and Exhibits

Draft minutes for the January 25, 2018 meeting

Application for funding for a fire alarm system at Kilcommons Drive

Application for funding for phase II stabilization of the John Turner homestead

Application for funding for headstone repair at the Center Street cemetery

Application for funding for fencing, gates and cooking grills at Luddam's Ford Park

Application for funding for interior ceiling repair at the historical society building

Application for funding for parking, fencing and signage at Tubbs Meadow

Application for funding for headstone repair at the Water Street cemetery

Application for funding for wall restoration at Pine Grove cemetery

Application for funding for gates at the Mt. Pleasant Street cemetery

Materials or other exhibits used by the public body in an open meeting are available to the public, within 10 days, upon request.