



COMMUNITY PRESERVATION COMMITTEE

Minutes of the meeting of August 16, 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.

Ms. Lisa Cullity, Chairman, opened a meeting of the Pembroke Community Preservation Committee at the Pembroke town hall in Room 13 at 6:30PM on Thursday, August 16, 2018. Other members present were Mr. Robert Clarke, Ms. Carolyn Crossley and Mr. Paul Whitman. Members not in attendance were Mr. Stephen Herrmann and Mr. Daniel Pelletier. Also in attendance was Rachel Keller, Administrative Assistant to the Pembroke Community Preservation Committee.

I. New Business

A. Applications for Funding

1. Guardrail at Herring Run Park

Mr. Scott Glauben, Pembroke Department of Public Works, explained to the members that it is necessary to replace the existing guardrail, which is failing, at Herring Run Park. The chairman asked if there was discussion – there was none; therefore,

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

VOTED: To accept and approve the application submitted by Mr. Scott Glauben, as submitted, AND to appropriate \$10,000.00 in funding – from the open space account - for the preservation of open space by installing a new guardrail at Herring Run Park.

Mr. Clarke, Ms. Crossley, Ms. Cullity and Mr. Whitman were in favor of the motion. Motion passed.

2. Gates and wall work at Mt. Pleasant Cemetery

Mr. Glauben explained to the members that one set of gates was built two years ago and cannot be released to the town until they are paid for. This request would fund those gates,

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a second set and the posts for mounting. Ms. Libby Bates informed the members that since the Memorial Green is in the historic district, the application would have to be approved by the historical commission prior to it being reviewed by the CPC. The application was therefore deferred to spring.

3. **Gazebo on the Memorial Green**

Ms. Libby Bates informed the members that since the Memorial Green is in the historic district, the application would have to be approved by the historical commission prior to it being reviewed by the CPC. The application was therefore deferred to spring.

4. **Removal of poison ivy from the stone wall at Friends Meetinghouse**

Ms. Bates informed the members of the need to remove the poison ivy vines from the stone wall. She explained that the wall would have to be disassembled in order to complete the project and this would be the perfect time to reconstruct the wall to make it more secure. The members suggested the project be broken down into increments. Ms. Bates said she would like funding sufficient for the exfoliating the stone wall first and that she would return for funding for the trenching and wall reconstruction in the spring.

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

VOTED: To accept and approve the application submitted by Ms. Libby Bates, as amended to fund only the exfoliation of the poison ivy from the stone wall, AND to appropriate \$10,000.00 in funding, from the historic account.

Mr. Clarke, Ms. Crossley, Ms. Cullity and Mr. Whitman were in favor of the motion. Motion passed.

5. **ADA compliance upgrades at the town landing**

Mr. Brandon Gulnick informed the members about the ADA regulations that require towns to upgrade public facilities to include ADA accommodation or face fines. He described the details of the proposed project at the town landing which include a ramp to the water at the beach and upgrades to the building there. The members thought the request was excessive for the amount of work proposed and therefore suggested a lower dollar figure to be used for study/planning and engineering purposes to tear down existing building and replace with a new, ADA compliant building.

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

VOTED: To accept and approve the application submitted by Mr. Edwin Thorne, as amended to fund and evaluate the site specifically for a new building and preparations of engineered construction plans, AND to appropriate \$12,000.00 from the open space account.

Mr. Clarke, Ms. Crossley, Ms. Cullity and Mr. Whitman were in favor of the motion. Motion passed.

6. **Preservation/restoration work at the Cobb Library**

Mr. Otis Hathon noted there are currently still 5 more fluorescent light fixtures in the reading room, the children's area and the history that the trustees would like to replace with period-style lighting. Mr. Hathon then discussed the proposed work to renovate the stair hall and bathroom, including electrical, carpentry and painting. Finally, he explained that the trustees would also like to purchase a new hanging sign to place in front of the library.

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

VOTED: To accept and approve the application submitted by the Cobb Library trustees, as submitted to fund carpentry, electrical and painting work at the Cobb Library, AND to appropriate \$10,100.00 from annual revenues.

Mr. Clarke, Ms. Crossley, Ms. Cullity and Mr. Whitman were in favor of the motion. Motion passed.

7. **190 Barker Street conservation restriction and signage**

The administrative assistant informed the members that funds from the original \$500,000.00 appropriation for this property were prematurely returned to the CPC. This application will restore funding for a conservation restriction, which is required for any property purchased with CPC funds, and signage.

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

VOTED: To accept and approve the application submitted by the Pembroke Conservation Commission, as submitted to fund a conservation restriction and signage at 190 Barker Street, AND to appropriate \$25,000.00 from the open space account.

Mr. Clarke, Ms. Crossley, Ms. Cullity and Mr. Whitman were in favor of the motion. Motion passed.

8. **First Church restoration**

The members deferred this application to the spring.

9. **Pembroke Historical Society building**

The members reviewed the application for restoration of the building's ceiling.

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

VOTED: To accept and approve the application submitted by the Pembroke Historical Society, as submitted to fund ceiling restoration at the Pembroke Historical Society building, AND to appropriate \$7,500.00 from the historic resources account.

Mr. Clarke, Ms. Crossley, Ms. Cullity and Mr. Whitman were in favor of the motion. Motion passed unanimously.

10. **Pembroke Public Library – microfilm reader**

The members asked the administrative assistant to inform the applicant that an approval letter from the Pembroke Historical Commission is required for the release of funds from the historic resources account. The members also asked the administrative assistant to inform the applicant that she will need to provide justification for the use of historic resources funds for this item. The application was deferred to spring.

II. Administrative Business

A. Application submission timeline

The members discussed their thoughts about how much time is needed to review, discuss and vote on applications for funding. Ultimately, it was decided to enforce a deadline for applications that would be scheduled for 60 days prior to the opening of the warrant.

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Upon a motion made by Mr. Whitman and seconded by Ms. Crossley, it was --

VOTED: To set the deadline for all applications for funding to 60 days prior to the opening of the town warrant.

Mr. Clarke, Ms. Crossley, Ms. Cullity and Mr. Whitman were in favor of the motion. Motion passed unanimously.

B. Meeting Minutes

Upon a motion made by Mr. Whitman and seconded by Ms. Crossley, it was --

VOTED: To accept and approve the minutes, as written, for the April 12, 2018 meeting.

Mr. Clarke, Ms. Crossley, Ms. Cullity and Mr. Whitman were in favor of the motion. Motion passed unanimously.

There being no further discussion or votes, the meeting adjourned at 8:30PM.

Respectfully submitted,

Rachel L. Keller
Administrative Assistant

Materials and Exhibits

Draft minutes for the April 12, 2018 meeting

Applications for funding for guardrail at Herring Run Park; Gates and wall work at Mt. Pleasant Cemetery; Gazebo on the Memorial Green; Removal of poison ivy from the stone wall at Friends Meetinghouse; ADA compliance upgrades at the town landing; Preservation/restoration work at the Cobb Library; 190 Barker Street conservation restriction and signage; First Church restoration; Pembroke Historical Society building; Pembroke Public Library -- microfilm reader

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