



Town of Hingham
Community Preservation Committee

Committee Minutes from December 7, 2016 – 7th meeting FY2017

Meeting Convened:

Chair Carol Pyles called the meeting to order at 7:00 pm. Also in attendance from CPC were Jim Conroy, Tony Kiernan, Larry Lindner, Bob Mosher and Kathleen Peters, Jim Watson, Gary Tondorf-Dick and from staff, Carol Costello. Unable to attend, Vicki Donlan. AdCom liaisons in attendance: David Anderson and Tom Belyea

Announcements from Chair:

Carol Pyles announced that the purpose of this meeting was to go over each application and let the committee discuss any concerns/questions for each one. The respective Project Manager should then go back to the Proponent and work with them to have these concerns answered in their final presentation, which is scheduled for Jan 4 & 5, 2017. Carol reviewed a list of criteria that should be included in the presentations:

- Clear goals
- What is the benefit to the Town?
- Estimate usage
- Firm project budget
- Owner’s permission to apply for CPA funds
- What is the Beginning and Time completion of the project?
- Would the Proponent agree to have a Historic preservation restriction placed on the building?

Approval of Minutes:

VOTE: On the motion of Jim Watson, 2nd by Bob Mosher, the Nov 9th and Nov 10th 2016 minutes were approved; the motion passed 7-0.

Announcement from Administrator:

OLD NEWS:

Second Parish Handicap Entrance – they just broke through into the sanctuary this week. Things went extremely well considering that section was the original 1742 building.

NEW NEWS:

New meeting schedule was presented and the following dates and reminders were reviewed by the committee.

January 4, 2017	CPC MEETING: 1st half Proponents & their PM Present (Cable Recorded)
January 5	CPC MEETING: 2nd half Proponents & their PM Present (Cable Recorded)
January 11	CPC MEETING: Vote on Projects
<i>NOTE: January 20</i>	<i>Warrant Articles are due to Selectmen's Office</i>
February 2	ADCom/BOS Meeting - CPC Presents Warrant Articles Chair & Vice Chair (<i>all should attend</i>)
<i>NOTE: February 6</i>	<i>CPC 2016 Annual Report Due to Selectmen's Office - Chair to CPC Admin</i>
February 8	CPC MEETING
February 14	AdCom meeting - CPC Hearing Chair & Vice Chair (<i>all should attend</i>)
March TBD	ADCOM MEETING: Vote on CPC Warrant Articles (CPC required to attend)
April 5	CPC MEETING: Preparation for Town Meeting
April 24	TOWN MEETING: Annual Town Meeting Presentations (CPC attendance required)
May 17	MEETING: Wrap up - grant agreements due
June 14	MEETING: Final meeting for season

Reminder: Final Presentations on Jan 4 & 5 schedule. Bob Mosher announced he was unable to make these meetings. Tony Kiernan is unable to make the Jan 5th date.

Carol Costello reminded CPC to address any specific conditions that need to be included in each “potential grantees” grant agreement. These conditions need to be clearly identified and discussed with the Proponent prior to the Jan 4 & 5 presentations.

Discussion of CPA applications:

Each application was reviewed and concerns/questions were discussed. A separate document containing this information will be recapped and sent to the committee for project managers to follow up directly with the proponents in preparation of Jan 4 & 5 Final Presentations.

Questions from the audience: Rebecca Wetzel, a former Trustee of High Street cemetery, expressed concerns about the project.

CPA Budget Review:

Carol Pyles reviewed the budget numbers for next year's funding.

CPA Tax Revenue FY2016:	\$ 978,723	
State Matched:	\$ 201,390	(20.6%)
	\$1,180,113	

Out of the \$1,180,113 - Funds committed: A minimum of \$118K must be allocated to each category (Community Housing, Historic and Open Space); however, we have past commitments with Historic and Open Space. Therefore, \$118K is set aside for CH, \$110K for a Heritage Museum commitment for the next 7 years and \$8K for other Historic projects. As for the Open Space reserve, \$360K is committed to the Lehner Property acquisition for the next 20 years. This leaves \$584,090 for remaining requests.

The committee looked at older projects to see if any funds could be clawed back. Below is a chart of that was reviewed of past CPA Projects that are two years old or older. The goal was to see if any projects were complete and funds could be returned to CPA. The column to the right was the action discussed; Project Managers were asked to following up on these projects.

CPC PROJECTS (PAST PROJECTS AND PENDING)

PROJECT NAME	ATM	Art #	Budget	Total Spent	Left	Action
TORRENT FIREHOUSE - Statue	2005	18	\$36,050	\$21,141	\$ 500	Jim C. contact A. Young pending plaque
COMPREHENSIVE TRAILS PLAN	2014	26-10	\$50,000	\$48,800	\$1,200	Complete return funds
BOY SCOUT LAND	2014	26 #11	\$44,500	\$38,851	\$ 5,649	Bob M. C/R pending
WHITNEY WHARF	2014	26 #12	\$40,000	\$30,139	\$ 9,861	Carol P. contact Bill Reardon
BATHING BEACH STABILIZATION	2014	26 #13	\$100,000	\$96,762	\$ 3,238	Alan Perrault stated it is planned for landscaping spring 2017
SCOTLAND STREET #132	2015	15-4	\$28,068	\$13,700	\$14,368	Jim W. contact HHA
COLLECTIONS MASTER PLAN	2015	15-5	\$88,931	\$51,193	\$37,738	Kathleen P. working with Task Force
LIBERTY PLAIN CEMETERY	2015	15-6	\$24,750	\$9,500	\$15,250	Gary states completion spring 2017
TREE & PARK BARN WINDOWS	2015	15-7	\$25,000	\$0	\$25,000	Vick D. will follow up
2015 GAZEBO	2015	15-10	\$5,000	\$0	\$ 5,000	Jim C contact Andrea Young
LSA ELEVATOR REPLACEMENT	2015	15-11	\$58,695	\$0	\$58,695	Tony K. will follow up

At 9:20 pm the committee made a motion to adjourn; all in favor

List of Documents Used at this Meeting:

1. Agenda for CPC Meeting of Dec 10, 2016
2. Minutes for Nov 9 and Nov 10 meetings
3. Budget Sheet
4. Questions/Concerns guideline sheet
5. Grant Agreement conditions worksheet
6. Projects over two years old
7. Draft Jan Proponent Presentation Dates

Respectfully Submitted by Carol Costello

Upcoming CPC Meetings: January 4 & 5 – Proponents present