

**Town of Canton, Massachusetts
COMMUNITY PRESERVATION COMMITTEE
Minutes of July 26, 2021**

The meeting was called to order at 7:31 p.m. in Pequitside Tavern, 79 Pleasant Street.

Committee members in attendance: Stacey Gorman, John McSweeney, David McCarthy, K. O'Halloran, George Comeau, John Leonetti, Josh Cohen, Shaun Chu (arrived @ 7:38 p.m.)

Motion to allow Lisa Lopez to participate in the meeting remotely by G. Comeau, seconded by J. McSweeney, approved 7-0-0.

MINUTES

Upon a motion made by D. McCarthy, seconded by L. Lopez, the Committee voted 8-0-0 to approve the minutes of May 17, 2021.

TOWN MEETING RECAP

S. Gorman stated that all nine funding recommendations were approved at Annual Town Meeting on May 22, 2021.

CPA PROJECT STATUS UPDATE AND VOTE ON FUNDING EXTENSIONS

The Committee reviewed the 18 open CPA projects:

Memorial Hall Study – Project is complete and was under budget. **Motion to close the project and return remaining funds to the account(s) from which appropriation was made by J. Cohen, seconded by S. Chu, approved 9-0-0.**

Emergency Rental Assistance Program – This assistance program provided rental relief to 11 Canton households. The project is complete and several hundred dollars remains in the project account. **Motion to close the project and return remaining funds to the account(s) from which appropriation was made by D. McCarthy, seconded by J. Cohen, approved 9-0-0.**

Cemetery Projects – G. Comeau recused himself from the deliberation/vote on these projects as the Historical Society was the applicant. Two of the four total cemetery restoration projects remain open awaiting interpretive signage that will also serve to acknowledge CPA funding. **Motion to issue a three-month extension for the Canton Corner Cemetery and Olde English Burying Ground projects by J. Cohen, seconded by J. McSweeney, approved 8-0-0.**

Playground Projects – The two playground projects remain open awaiting signage to acknowledge CPA funding. The Committee discussed how to expedite or decouple signage from project close-outs. **Motion to issue a three-month extension for the Tilden & Devoll and the Ponkapoag playground projects by J. McSweeney, seconded by J. Cohen, approved 9-0-0.**

Paul Revere Heritage Site Conservation Restriction – G. Comeau recused himself from the deliberation/vote on this project as the Historical Society will be the holder of the Conservation Restriction. The Baseline Documentation Report is complete. The restriction has been drafted and edited by the relevant parties and reviewed by the Division of Conservation Services. The document requires the sign off of the Select Board before submittal to the State. L. Lopez suggested that the Select Board be contacted with a request for action on this matter. **Motion to issue a one-year extension for the Heritage Site Conservation Restriction by J. McSweeney, seconded by S. Chu, approved 8-0-0.**

Rolling Mill Copper Roof – The funds for this project (which has been completed) will not be transferred until certain milestones specified in the Development Agreement have been reached. **Motion to issue a one-year extension for the Rolling Mill Copper Roof by D. McCarthy, seconded by G. Comeau, approved 9-0-0.**

Kennedy School Restroom/Storage Facility – J. Cohen confirmed that in addition to the \$347K awarded through CPA, the project received a \$600K appropriation at Town Meeting and over \$100K in donations. The most recent analysis of buildout costs is approximately \$800K. Concerns with the escalating costs were raised and discussion about the history and funding of this project followed. J. Cohen stated that the BRC is moving forward and is confident that work can be completed within the current budget. **Motion to issue a one-year extension for the Kennedy School Restroom/Storage Facility by D. McCarthy, seconded by G. Comeau, approved 9-0-0.**

Field Improvement Project – Field rehabilitation work was completed under budget. Discussion about signage at the improved fields followed. **Motion to waive sign requirement by G. Comeau, seconded by J. McSweeney, approved 9-0-0. Motion to close the project and return remaining funds to the account(s) from which appropriation was made by G. Comeau, seconded by J. Cohen, approved 9-0-0.**

Kennedy School Basketball Courts – S. Gorman reported that cracks are visible in the resealed courts and suggested looking into project warranty. The School Department will be contacted about the work and discussion about revisiting similar project at the Galvin Middle School followed. **Motion to issue a one-year extension for the Kennedy School Basketball Courts by J. Cohen, seconded by G. Comeau, approved 9-0-0.**

Paul Revere Heritage Site Interpretive Signage – Several signs have been designed and installed. The cost of the signs was less than anticipated and costs were further reduced thanks to installation work being completed by the Canton DPW. The Revere & Son Heritage Trust and the Heritage Site Commission are working on additional signs to be installed throughout the site. **Motion to issue a one-year extension for the Heritage Site Signage project by J. McSweeney, seconded by G. Comeau, approved 9-0-0.**

Newhouse Waterfront Improvements –The project was approved for a Land & Water Conservation Fund grant by the State awarding agency; however, the National Park Service has not released the funding as of yet. The Town cannot engage a contractor until the matching grant is finalized. **Motion to issue a one-year extension for the Newhouse Waterfront Improvement Project by J. McSweeney, seconded by G. Comeau, approved 9-0-0.**

Luce School Shine Slide – **Motion to close the project and return remaining funds to the account(s) from which appropriation was made by J. Cohen, seconded by G. Comeau, approved 9-0-0.**

Galvin Basketball Courts – Project was delayed due to COVID. **Motion to issue a one-year extension for the Galvin School Basketball Courts by J. Cohen, seconded by G. Comeau, approved 9-0-0.**

Pequitside Tennis & Pickleball Courts – Project was delayed due to COVID. Site conditions will likely result in increased costs, but the applicant is seeking coverage of those costs from non-CPA sources. **Motion to issue a one-year extension for the Pequitside Courts project by D. McCarthy, seconded by J. McSweeney, approved 9-0-0.**

Tilden House – Phase II – G. Comeau recused himself from the deliberation/vote on this project as the Historical Society was the applicant. Project was delayed due to COVID, but is expected to begin this fall. J. Leonetti inquired about the plans for the space once the restoration is complete. The Historical Society holds a 25-year lease and will use the space for programming, events and lectures. G. Comeau reviewed that outside funding that was awarded for the project. **Motion to issue a one-year extension for the Tilden House project by J. Cohen, seconded by D. McCarthy, approved 8-0-0.**

Hemenway Alarm System – Housing projects were delayed due to COVID. While bids are expected next month, further delays are expected due to the unexpected increase in the price of materials. **Motion to issue a one-year extension for the Hemenway Alarm System by J. McSweeney, seconded by G. Comeau, approved 9-0-0.**

RECREATION DEPARTMENT SIGN – REVIEW & DISCUSSION

The CCPC reviewed the draft of the sign design that the Recreation Department would like to use to acknowledge CPA funding of playgrounds. Committee members generally agreed that the sign was appropriate for use at CPA-funded playgrounds. J. Leonetti suggested adding the CCPC website to the sign. K. Phelps will reach out to the Town Planner to determine if there are any further vetting requirements.

CONSIDERATION OF REMOTE CCPC MEETINGS – DISCUSSION

S. Gorman stated that the Town is no longer supporting the remote meeting platform. She explained that some Boards had chosen to purchase their own licenses for virtual meetings (Zoom) and opened discussion with respect to whether the CCPC would like to entertain that option. J. Cohen expressed his preference for in-person meetings as long as conditions allowed and there was consensus around this position. L. Lopez questioned whether it made sense to purchase an account proactively. CCPC members concurred that an account could be obtained quickly with consent from the CCPC Chair and was not needed at this time.

ONGOING MEMBERSHIP IN COMMUNITY PRESERVATION COALITION

K. Phelps reported that the annual dues to maintain membership in the Community Preservation Coalition remained the same as last year at \$2875. Membership includes a subscription to the periodic CPA newsletter, provides access to the CPA helpline, and supports CPA initiatives at the State level. J. Leonetti asked whether the Coalition could be helpful in advising on ways to do public outreach. G. Comeau, who sits on the Coalition’s Steering Committee, reported that there are efforts underway to develop a Master Plan which could be useful in this regard.

CCPC DESIGNEE TO MUNICIPAL AFFORDABLE HOUSING TRUST

Motion to select David McCarthy as the CCPC designee to the Municipal Affordable Housing Trust by L. Lopez, seconded by J. Cohen, approved 9-0-0.

COMMUNITY PRESERVATION PLAN – DISCUSSION

CCPC members discussed how to move forward with the Community Preservation Plan Update. The need to get broad-based feedback from the whole community was emphasized and members requested the inclusion of financial reports so the public could be informed as to how CPA funds have been spent. There was unanimous support for bringing in a consultant for the “public input” piece of the Plan Update.

FALL MEETING SCHEDULE

CCPC members discussed upcoming application deadlines and agreed to the following meeting dates:

Monday, September 13, 2021

Monday, October 18, 2021

CCPC LEADERSHIP – NOMINATION & ELECTIONS

S. Gorman recommended the following slate of leaders to serve for the coming year:

Co-chairs: Shaun Chu & John McSweeney

Treasurer: Stacey Gorman

Clerk: George Comeau

Motion to elect the slate of CCPC officers as presented by J. Cohen, seconded by D. McCarthy, approved 9-0-0.

CCPC members thanked Stacey for her three years of leadership as the CCPC Chair.

Motion to adjourn at 9:28 p.m. by J. Cohen, seconded by J. McSweeney, approved 9-0-0.

Respectfully Submitted by:

Kristen Phelps

**Kristen Phelps
CPA Administrator**