

Town of Hanson
542 Liberty Street, Hanson, MA 02341

Community Preservation Committee (“CPC”)
Select Board’s Meeting Room, Town Hall
Minutes for November 8, 2023

Call to Order/Roll Call

Chairperson John Kemmett called the meeting to order at 7:00 PM.

[The meeting is being audio recorded.]

Members Present: John Kemmett, Chairperson and Planning Board
Diane Cohen, Vice-Chairperson and Member-At-Large
Karen Howes-Duclos, Member-At-Large
Michael Jones, Housing Authority
Tom Hickey, Member-At-Large (late arrival)
Adam Valachovic, Parks & Fields Commission
Allan Clemons, Historical Commission

Members Absent: Phil Clemons, Conservation Commission

Guests Present: Laurie Muncy, Old Colony Planning Council
Rhiannon Dugan, Old Colony Planning Council
Dan Pardo, Chairperson Hanson Housing Authority
Laura FitzGerald-Kemmett, Town of Hanson Selectperson (late arrival)

Documents
referenced: Public Forum 2023 handout
Draft October 11, 2023 CPC Meeting Minutes
Financial report & reserve balances as of Nov. 8, 2023 from Accounting Dept.
Project forecasting document – updated Oct. 2023
Nov. 8 Email from Stuart Saginor to Allan Clemons re: Bonney House
Allowable CPC Administrative Expenditures (as taken from the MA Dept of Revenue
DLS webpage - Informational Guideline Release for the Community Preservation
Fund)

2023 CPC Public Forum

John stated that he invited members of the Master Plan Steering Committee (MPSC) to this public forum. He noted that present are Laurie Muncy and Rhiannon Dugan from Old Colony Planning Council (OCPC), who are on the MPSC. John explained that he extended the invitation to them to know how the CPC can assist with the master plan.

Ms. Muncy began by saying that the MPSC will be meeting this coming Monday evening at 7PM after the Planning Board meeting and encouraged those present to spread the word.

Ms. Muncy said that they have already done preliminary data research for the plan. She said that the CPC’s role in the master plan is to identify key projects for the community. Ms. Muncy said that it would be helpful this evening if the CPC could discuss ongoing projects and initiatives. John explained that the CPC documented that information in its 2016 Community Preservation Plan, and then inquired of the OCPC’s availability to assist in bringing it up-to-date. Ms. Muncy said that in December the OCPC will be sending out

Town of Hanson
542 Liberty Street, Hanson, MA 02341

the District Local Technical Assistance program applications and said that the program can provide assistance with a requested plan for a calendar year. Ms. Dugan stated that the Hanson master plan project is under that program, which began last June and has a deadline of June 2024.

John asked Ms. Muncy if they could discuss affordable housing in Hanson in terms of services that could be provided by the council. He noted that the chairperson of the Hanson Housing Authoring, Daniel Pardo, as well as Housing's CPC representative, Michael Jones, are present to engage. John stated that there are sites in town in the vicinity of the train for housing opportunity, pointing out the LZ Thomas property as an example. Ms. Muncy said they can be incorporated into the master plan to create action outlines. She added that the Committee should look at the goals and objectives that have been met since the last master plan.

John directed attention to member Adam Valachovic who is the Chairperson of the Parks and Fields Commission. Adam described the multi-year process of securing state, community preservation and other sports organization funds in order to replace the fields at the middle school with natural grass.

John stated that the Bonney House has undergone much work over the last decade. Allan said that the vandalism earlier this year set them back as all the windows were broken. He said that the storm windows have been repaired thus far, which will be followed by the interior windows. On the horizon, Allan said, is to request additional monies from the CPC in order to complete renovations of the house. John remarked that the long-term goal is to re-locate other historic town buildings that are on Main Street to the same Plymouth County Hospital area for an historic village. He also noted that the CPC has contributed money toward the Bay Circuit Trail on that property as well.

John said that there have been recent improvements at Camp Kiwanee for landscaping and to correct drainage issues.

John asked the OCPC representatives if they had any questions for the CPC. Ms. Dugan said that information on recent successes and ongoing projects would be helpful to them and requested that it be forwarded to her.

Ms. Muncy commented on the One-Stop Grant program, noting that the 2019 Hanson Housing Production Plan is due to be upgraded. John reiterated that the CPC's 2016 Plan needs update as well. Ms. Muncy suggested that the plan be reviewed and completed items noted for forward to them. Diane suggested that update of the CPC's plan be on the next meeting agenda.

John asked Shirley to forward documents with project information to Ms. Dugan.

Ms. Dugan outlined the steps in the master plan process over the coming months.

John detailed that a goal of the CPC is to become proactive and seek out projects that would enhance the community. John requested that this CPC objective be part of the master plan.

Ms. Muncy said that the demographics for the master plan are available and the CPC should have it for their review. On the topic of housing, Ms. Muncy also remarked that the town needs to stay on top of its subsidized housing inventory. She said that it should be checked annually to be certain that units are not dropping off the list and that state records match local records. After some discussion, Ms. Muncy said that the responsibility for that task needs to be a cooperation of the ZBA, the building department and the planning board.

John described his interest in the establishment of a community housing trust.

Town of Hanson
542 Liberty Street, Hanson, MA 02341

[Member Tom Hickey arrived at 7:46PM.]

There was discussion centered on development on Main Street near the cranberry building.

John asked Tom to review the dashboard document that he created. Tom explained that the document presents on one page 1) money available for new applications, 2) how much remains for each town-approved project, 3) applications that have come before the CPC but do not as yet have town meeting approval 4) how much would be left over if all potential projects were approved, and 5) a capture of projects not yet considered by this Committee but may materialize in the future. Tom said that he will keep the document up-to-date on a regular basis and as often as is needed by the Committee. In response to John, Tom said that the document could be made available to other Committee members who may have need to modify it in the future. John requested that the document remain on the agenda for upcoming discussion.

John closed the Open Forum.

Old Business

UPDATES ON EXISTING CPA PROJECTS

HMS Soccer/Football Fields Project – At John's request, Adam read into the record an email that he sent on Nov. 6 regarding the HMS fields project. Adam explained that there have been two issues that have come up as work has progressed: 1) the shed and its foundation are located above the well that will be used for the irrigation system, requiring them to be removed, and 2) a very old pipe that went down 25-30 feet had to be removed. Adam said the cost for these unexpected issues is about \$30,000. Adam said that he wants to submit another application to cover the cost of these unanticipated items. John urged that a new application be submitted as soon as possible so that the Committee will have time to examine and discuss it.

Chairperson's Update

John said that he has recently become aware of the community preservation CP-2 form, which is used by the Treasurer/Collector to notify the State and this Committee of the interest that was returned to the CPC on the funds that it has. John said that he has learned that the form has not been completed since the CPC's inception and will be working with the Treasurer/Collector to ensure that the form is completed going forward.

John stated that the CPC has been allocating \$10,000 every year for its administrative funds. He said that actually the CPC is entitled to 5% of the gross overall funds, which is significantly more than the \$10,000. John pointed out that studies could be done if the CPC had this extra money with which to work. He cited the hiring of an architect who is an expert on Dept. of Interior requirements for historic properties to help guide the CPC with historic projects. John said that he is going to look in to what the CPC would be able to do on that topic with the administrative funds that it currently has. John affirmed to question from Tom that the town meeting housingkeeping article would be modified to insert language concerning the calculation of the administrative funds as opposed to the fixed \$10,000.

John pointed out that there are limitations on what the CPC can spend its administrative funds.

Old Business (cont'd)

UPDATES ON EXISTING CPA PROJECTS

Town of Hanson
542 Liberty Street, Hanson, MA 02341

Historic Map Project – Diane reported that the historic map is being framed and will be completed in two weeks.

Bonney House Rehabilitation/Wilcox Aluminum Invoice – Allan said that he spoke recently with Stuart Saginor concerning the Bonney House who said that rehabilitation of an historic building for modern use is permissible by the CPA. He said that Stuart told him that storm windows are an acceptable CPA expense, but Allan noted that Stuart should be consulted on future work planned for the building. Allan mentioned that he has a painter who can start on the exterior trim.

John commented that the Committee should vote on the work that Allan is planning. John also said that the money remaining for the Bonney House project [\$10,766.77] has been there ten years and can be spent, but remarked that Stuart advises that project money remaining for a long period of time should be returned to its original funding source and a new article written specific to current needs.

In his conversation with Stuart, Allan said that he did not mention that the storm windows had been damaged by vandals. John said that he is not certain if Stuart's response would have been the same if he had known. John said that it is the Committee's responsibility to ensure that the work done is in keeping with the Dept. of Interior. John also drew attention to the CPA preamble, which states that CPA funds cannot be used to supplement a town's budget. John said that it is also unclear whether money that may be paid by the vandals would be reimbursable to the CPC.

Diane read into the record an email from Stuart Saginor to Allan Clemons dated Nov. 8, 2023.

John expressed that this email can be sent to members and that the topic should be tabled until after all have been able to review it carefully. Tom added that in addition to the Committee's opinion on this matter, it should also consider what the Committee's protocol is going forward for approving projects that might be pulled from historical reserves.

After continued discussion about payment of the invoice, Tom suggested that the Committee authorize an amount of money to pay for town counsel to review the matter. Alternatively, John proposed that the Committee vote on taking money to pay the Wilcox invoice from CPC administrative funds.

MOTION was made by Diane, seconded by Allan, to pay the Wilcox invoice in the amount of \$1,650.00 from CPC's administrative funds. John said that if the money were to be paid by the vandals, he would want to have in place prior a letter stating that the CPC would be reimbursed. Diane added to the motion the statement that if any recovery money is returned to the town as a result of the legal process, that it be directed to the CPC's administrative fund as reimbursement.

Guest Laura FitzGerald-Kemmett explained that there are resources for assistance with historical projects and said that the Historical Circuit Rider is one such resource.

Tom said that he just located online a document on a MA Department of Revenue Division of Local Services website and found a definition of administrative expenses for the Community Preservation Fund, which outlines eligible and ineligible expenses. Tom read the information into the record. Tom pointed out from the material read that paying the Wilcox invoice from the administrative funds would likely not be allowed. John asked that Shirley forward the link to members.

Diane rescinded her previous motion.

Town of Hanson
542 Liberty Street, Hanson, MA 02341

John asked Ms. FitzGerald-Kemmett if she thought Lisa Green might look into the possibility of paying the \$1,650 Wilcox invoice some other way. Ms. FitzGerald-Kemmett expressed that if it were clearly explained to her, there might be a chance.

MOTION by Tom, seconded by Adam, that John speak to Town Administrator Lisa Green to seek a non-CPA funding source to pay the Wilcox invoice. Voted 7-0-0.

MOTION by Tom, seconded by Diane, that if it is determined that the \$1,650 can be paid by the Town to Mr. Wilcox, and it is determined to be a legitimate historical funding source, that the said amount be charged to the Bonney House article and that the money be returned to the Town. Voted 7-0-0.

Ms. FitzGerald-Kemmett commented that the Committee should have a Plan B ready in case the Town Administrator is not able to provide a solution. Tom said if that were to happen, he would be happy to organize a Zoom meeting for the Committee to discuss other alternatives as opposed to waiting for the next regular meeting. John said he will speak to Lisa tomorrow, emphasizing to her that the problem at hand is due to a vandalism and that the building was not insured.

Allan asked if the painting he is lining up at the Bonney House will be a problem. Tom stated that if it is in keeping with the warrant article and it adheres to the Dept. of Interior standards, he would say it would be fine. Tom said he will review the Dept. of Interior Standards for mention of painting. Adam suggested that the Committee reach out to other towns to learn who they use as a resource for historic adherence guidelines, with Diane emphasizing the importance of locating someone to hire who can guide the Committee's decision-making process concerning historic properties. Tom said he will assist Allan in making some calls.

Minutes

MOTION by Diane, seconded by Adam, to approve the minutes of the Oct. 11, 2023 meeting. Voted 7-0-0.

Next Meeting

There was discussion of the amount of business that the Committee needs to attend to in the near future.

MOTION by John, seconded by Adam, that the Committee meet in December on Dec. 13, 2023 at 7PM. Voted 7-0-0.

Adjournment

MOTION by Diane, seconded by Adam, to adjourn the meeting. Voted 7-0-0.

The meeting was adjourned at 9:25 PM.

Respectfully submitted,

Shirley Schindler, Clerk
Community Preservation Committee