

**TOWN OF PROVINCETOWN
COMMUNITY PRESERVATION COMMITTEE
TUESDAY, FEBRUARY 26, 2008
JUDGE WELSH MEETING ROOM**

Chairman Elaine Anderson convened the meeting at 9:07 a.m. in the Judge Welsh Meeting Room noting the following attendees:

Members present: Elaine Anderson, Chairman; Mona Anderson, Vice Chairman; Celine Gandolfo; Bryan Green; Stephen Milkewicz; Dennis Minsky

Absent members: Cass Benson; Bill Dougal (excused absences)

Other attendees: David Gardner; Amy Lawson; James Bakker; Ellen Burbank; Margaret Murphy; Gigi Ledkoesky, Jane Evans

Recorder: Cynthia Curran

The following are meeting minutes, in brief:

PUBLIC COMMENTS

-
There were none.

APPROVAL OF MINUTES

MOTION: Move to approve the minutes of the 2/12/08 CPC meeting with minor correction.

Motion by: Bryan Green Seconded by: Stephen Milkewicz

Yea 5 Nay 0 Abstain 0

SANDY HILL LANE

-
[Celine Gandolfo arrived.]

Elaine Anderson said that the \$732,000.00 approved at Town Meeting for the construction of the Sandy Hill Lane Condominiums included \$70,000.00 for a new Title V if needed. Since the ACO has been paid by the developers, she thought that the money could be used for other construction costs. It was emphasized that these must be actual construction costs, so the members discussed the audit of the project and who did the audit.

[David Gardner arrived.]

They were still concerned about the Title V system and the cost of fixing it, if necessary. The developers had said that they would put \$1000.00 in escrow for a "quick fix". The average cost is supposed to be \$500 to \$1500. The members wanted to talk to Jane Evans again. She was not immediately available, so the Committee moved on with the intention of returning to the topic.

-
-
-
#200802 - PILGRIM MONUMENT AND MUSEUM

-
James Bakker, Executive Director of the Pilgrim Monument and Ellen Burbank, Administrator, were present to talk about their application for funding. Mr. Bakker said that they had not been able to work on the lodge before, because they were concentrating on the Monument. He stated that the lodge has suffered from wind storms in the past few years. Mr. Bakker said the building will be offered to non-profit groups for meetings. They also want to put up a display about the building of the Monument. There will also be a handicapped bathroom. It can be used for children's programs and out-of-town groups. Ellen Burbank said that they didn't have the approval of the Historic Commission yet, because there was a mix-up when she asked for the application. She had received one for the Historic District Commission. They were planning to meet with the Historic Commission on Friday. The meeting space will hold 20-25 people. Mr. Bakker said that to replace the windows would be cheaper, but that they would prefer to restore them. The members asked about using the cottage for affordable housing for the groundskeeper. Mr. Bakker said that their current person has housing and they think it could be better used as a space open to the public. He said again that they would like to offer it as meeting space to local non-profit groups at no charge. Elaine Anderson asked if they had

looked into disability grants for the handicapped bathroom. Ms. Burbank said she would look into it.

#200803 FINE ARTS WORK CENTER

[Stephen Milkewicz recused himself because he is an abutter.]

Margaret Murphy, Executive Director, and Gigi Ledkoesky, Development Director, were present to represent the FAWC. They were asked about how much money has actually been secured at this point. Ms. Murphy explained what money had actually been received and also about their matching grants. If they received a grant from the CPC, it could be used to get matching grant funds. Elaine Anderson said that when the CPC makes a grant, they like to know exactly what it will be used for (what part of the overall project). Ms. Murphy said they hadn't known that, but would be happy to furnish that information. They were asked more questions about which building is being renovated. The Chair suggested that the members make a site visit. Ms. Murphy said that they were welcome to come.

[Stephen Milkewicz returned.]

#200804 PROVINCETOWN DOG PARK ASSOCIATION, INC.

Elaine Anderson said that she had written to the Dog Park Association to tell them that there were no CPA funds available for their project (according to CPA guidelines established by the Legislature).

SANDY HILL LANE

[Jane Evans arrived.]

The meeting returned to the discussion of the Sandy Hill Lane project. Jane Evans was asked if the developers' offer to put \$1000.00 in escrow for repairs to the septic system was enough, especially for the size of the project. Ms. Evans said she does not like to get involved financially, but that it was probably enough. As a temporary fix, the septic installer would dig a pit or trench. The money in the ACO cannot be used for repairs. The members again discussed using the \$70,000.00 for other construction costs. Elaine Anderson reminded the members of their agreement with the developers that if they make more than a 20% profit after the units are all sold, 33% of the additional profit will come back to the CPC.

Jane Evans asked if there was anything that they would do differently next time. The members said that they wished that they had known about the ACO sooner. They were unhappy that they were not told about the issue with Seamen's Bank and had to read about it in the Banner. They thought it would have affected their discussion. They felt that they must be conservative with the CPC funds, because that is what the Town wants at this time.

[Jane Evans left at 10:36.]

MOTION: Move that in light of the payment of the ACO by the Sandy Hill Lane/Gulls Nest Condominiums developers, and the developers' offer to put \$1000.00 into escrow in a condominium reserve account for future Title V repairs as needed, and pursuant to the Title V inspector's report that indicates that the Title V system is in working order and that the \$70,000.00 escrow is no longer needed, that \$70,000.00 be made available to the developers for completion of the "work" of the construction of the project on Sandy Hill Lane.

Motion by: Elaine Anderson Seconded by: Dennis Minsky Yea 6 Nay 0 Abstain 0

Dennis Minsky wondered about the auditors who review the payments for a project such as this. Do they know enough to tell if the invoices submitted are appropriate amounts for the materials or work done? David Gardner said that the number of invoices submitted is quite substantial. He said that in the future the CPC may want to require an independent 3rd party audit. Other members agreed that given the amount of money involved, this might be a good idea.

OTHER BUSINESS

David Gardner said that the request for RFP's for the 90 Shankpainter Road development has been posted on the Town's web site. They have received three or four inquiries so far. The RFP's are due by the end of April.

SIGNAGE

Mr. Gardner suggested that since the CPC wants to put up signage at places where CPC funds are spent, they should develop a "tag line" to put on the signs. He said that they may also want to have a logo or could use the Town's.

Elaine Anderson said that the CPC may want to make a motion that any projects that they give funds to be required to display a sign about the CPC funds. Mona Anderson volunteered to work on a tag line and logo for the next meeting.

[The CPC members then took a vote about going into Executive Session. They voted 6 – 0 to do so.]

[End of Executive Session]

OTHER BUSINESS

-
There will be a joint session of the BOS and the CPC on March 10th at 6:00 p.m. Some of the topics to be covered will be a summary of what the CPC has accomplished, the Town Meeting warrant articles, and the resolution of the Sandy Hill Lane issue. One warrant article will be the financial support of the Housing Specialist. The Housing Council will write a letter of support for this warrant article. Amy Lawson will give a summary of what she has accomplished so far. The members were appreciative of the article about Ms. Lawson in the Banner.

MOTION: Move to adjourn the meeting at 11:22 a.m.

Motion by: Elaine Anderson Seconded by: Bryan Greene Yea 6 Nay 0 Abstain 0