

Community Preservation Committee

MINUTES COMMUNITY PRESERVATION COMMITTEE HYBRID PARTICIPATION November 16, 2022

OPENING: The regular scheduled meeting of the Community Preservation Commission opened at 7:00 via Hybrid. Chairperson Chris Pratt announced the names, time and date of the meeting, and stated that the meeting was being recorded.

ATTENDANCE

Chris Pratt, Chairperson	(Elected)	Present
Jeanne Reed, Vice Chairperson	(Park & Rec)	Absent
Joanne Horacek	(Housing Authority)	Absent
Cassaundra Bach	(Historical Commission)	Absent
David Spina	(Planning Board)	Present
Dave MacWilliams	(Conservation Commission)	Present
Bryan Walker	(Elected)	Present
John Whalley III	(Elected)	Absent
Beth Thomas	(Elected)	Present
Sabrina Pooler	Coordinator	Present

PUBLIC COMMENTS

No public comment.

NEW BUSINESS

Moore House Application- Timber Replacement, Siding/Trim Repair, Painting

Patricia Odiorne-Southwick Historical Society

Committee Chair Chris Pratt started by mentioning that the Moore House application had been e-mailed to everyone in the Committee and they all had a chance to review it before the meeting. Patricia Odiorne, treasurer of the Southwick Historical Society, introduced herself and stated she was the one who submitted the application on behalf of the Southwick Historical Society. She had mentioned that for the original application submittal she was worried the three quotes would be put up on the website and possibly disrupt the bidding process, so she was submitting the three quotes at tonight's meeting. Stating that the quotes should be made part of the application. Committee member Dave MacWilliams asked if the application was for both carpentry and painting. Ms. Odiorne responded, 'yes'. Committee member Bryan Walker asked if this project would qualify for the funding (Preservation Massachusetts: Massachusetts Historic Preservation Matching Grants) that was discussed in the last meeting because

Community Preservation Committee

this was exterior work. Lee Hamberg of 48 South Longyard Road asked what this funding was. Chair Pratt responded by saying he didn't know but he would get that information to him. He also mentioned that dollar amounts to the application can be amended within reason at any time, even on the floor at the town meeting. So if another funding source becomes available, dollar amounts can be adjusted to the CPC request accordingly. Chair Pratt continued and mentioned how the pictures in the application were very helpful and showed the deterioration of the Moore House. Mentioning that this was a historical house in town and therefore would qualify for historical CPA funding. Committee member Beth Thomas interjected with a budget question, stating that the total cost was \$34,205 and the Historical Society is asking for \$29,075. Where was the Historical Society getting the difference? Ms. Odiorne responded by saying their own funds. Marcus Phelps of 28 Depot Street, also the board of directors of the Historical Society, commented in regards to the quotes they were able to get for the carpentry, that it is a challenge to be able to find people who are able to do this type of historical/restoration work. He continues to say that Mr. Hamberg has searched high and low for skilled workers in this area of expertise and the work to be done is not just a general contractor job. Chair Pratt responded by confirming that this information was put into the application and that the Department of Revenue requirements had been reiterated over the phone with Mr. Phelps. Coordinator Sabrina Pooler inquired about the tenant at the Moore House, and asked if it was considered affordable housing. Ms. Odiorne responded saying that there was a tenant in the newer section of the house that was built in the 1840's and that it could be considered affordable housing. Coordinator Pooler asked the Committee if maybe this could be used under the affordable housing funds as well. Chair Pratt responded saying that he didn't think they needed to, that there was plenty of money in the historical fund.

A motion was made to accept the project.

Motion: Dave MacWilliams Second: Bryan Walker

The vote was a unanimous yes.

OLD BUSINESS

Cont.- Old Cemetery shed restoration

No one was in the audience at present to represent the project. Chair Pratt said he had spoken to Gene earlier (before the meeting) and he decided to leave the meeting early. Chair Pratt continues with saying he thinks that their next course of action might be to bring in a new application for some of the things that were under question. That this might be the easier route since they're not going to be doing the work until next year and they might add in work for phase 3 in that application as well.

Review New CPC Application Forms

The committee reviewed the new application forms. Committee member David Spina had tried to create a fillable online form to test the feasibility of an online application submittal. Committee member MacWilliams and Chair Pratt discussed if the Certificate of Non-Collusion was necessary for the CPC application packet and decided to look further into it. There was also a question on the three tear threshold for bidding quotes and Coordinator Sabrina Pooler will need to look into what the town's policy is for this.

Updates on current projects in progress

No project updates.

Review Dave MacWilliams' mock up of CPC sign

Committee member Dave MacWilliams presented mock ups as well as quotes from Southwoods for two different types of signs. One sign will be a 3x4 foot sign of corrugated plastic, 'A' frame style which can be visible on both sides (two signs per 'A' frame) and foldable. It would be a temporary sign stating "CPA Funds at Work" or something similar. This sign would be visible from the road and show the

Community Preservation Committee

community the current projects the CPA is funding. We would probably need no more than two of these 'A' frame signs so the quote was for 4 signs (\$350) and \$59.85 for the frames. Committee member Dave MacWilliams had volunteered to build the 'A' frames. Committee member David Spina suggested to have the sign be green, yellow and white to represent the Southwick colors. MacWilliams will submit the changes to Southwoods and have them send a copy to the Coordinator for committee distribution and discussion at a later date. The second style sign would be a plaque, it would be permanent and placed on or near the project showing that CPA funds have been used for the project. It would state "This project was generously supported by the people of Southwick through our Community Preservation Fund" or something similar. Initially the thought was to have the plaque be made of brass, however these are quite expensive. So the quote for a 10"x14" aluminum plaque would be \$612 per unit. MacWilliams said he is waiting on other quotes to see if we can get a more affordable price. Committee member Beth Thomas asked if the plaques will be pre-drilled. Committee member MacWilliams said he would look into that. Lee Hamberg advised that the placement of the plaques would matter, for example, if it is a historical building it is important to not take away from the historic value.

Community Preservation Plan Updates

No plan updates. Chair Pratt mentioned that the Committee needs to make sure to get the word out about the CPA. Coordinator Pooler said she had updated the announcement on the Town Crier to state that the CPC applications are due December 31st.

Routine Business

No new mail

A motion was made to accept the October 19th meeting minutes.

Motion: Beth Thomas Second: David Spina

David Spina	Yes	Beth Thomas	Yes
Chris Pratt	Yes	Bryan Walker	Yes
Dave MacWilliams abstained			

Additional Comments

Linda Schomer at 22 Windfield Circle (Historical Society President) thanked the CPC for accepting the application from the Historical Society. She encouraged visiting the museum next season. She also mentioned that during the year the Historical Society puts on around six programs plus the Spirit Walk. From May to October the museum is open twice a month. The Society has been working with Granville and Westfield to put on a history tour in the fall of various resources in those communities. They have asked a gentleman who has single cylinder engines from the 1900's to do a talk. They are also going to do mornings at the museum for children next summer. Ms. Schomer added that she loved the idea of the CPC signs, that it spreads the word out to the town that we have these opportunities to increase and enrich the peoples lives in our town.

Committee member MacWilliams asked the Historical Society why there were so many people with metal detectors on the South Longyard property. The people partaking in the activity said they were collecting things for the Historical Society. Ms. Odiorne had mentioned that Jeremiah Ferris had been working on a shadow box with artifacts found on John Whalley III property. But she couldn't say anything about anyone else doing that type of work.

Community Preservation Committee

Adjourn meeting

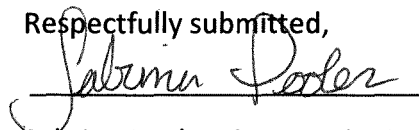
A motion was made to adjourn the meeting.

Motion: Dave MacWilliams Second: Bryan Walker

The vote to adjourn the meeting was a unanimous yes.

The meeting was adjourned at 7:47 PM

Respectfully submitted,

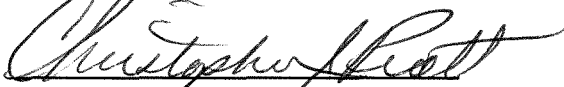


Sabrina Pooler, Community Preservation Commission Coordinator

cc:

Select Board

Town Clerk



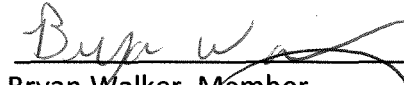
Chris Pratt, Chairperson



Joanne Horacek, Member



David Spina, Member



Bryan Walker, Member



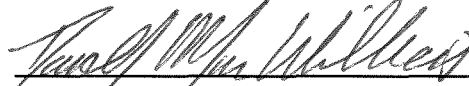
Beth Thomas, Member



Date

Jeanne Reed, Vice Chairperson

Cassandra Bach, Member



Dave MacWilliams, Member

John Whalley III, Member