

On 6/17/2020, on a motion by Tom Roche, seconded by Paul Huggins, the committee voted 5-0-1 (Gary Ellis abstaining) to approve these minutes as amended.

TOWN OF YARMOUTH
COMMUNITY PRESERVATION COMMITTEE
MINUTES for March 4, 2020

PRESENT: Thomas Kelley, Christine Marzigliano, George Slama, Tom Roche, Paul Huggins, Susan Brita, Mary Ann Walsh, Nate Small (at 3:40 p.m.)

ABSENT: Gary Ellis

GUESTS:

STAFF: Karen Greene, Director of Community Development

LOCATION: Room A, Town Hall, 1146 Route 28, South Yarmouth, MA

YARMOUTH TOWN CLERK

Convene

'20JUN18PM1:45 REC

Vice-Chairman Tom Roche opened the meeting at 3:15 p.m.

Town Meeting Preparation

1. **WIIF/CPA Surcharge Update** – The Committee reviewed the impacts of various revenue scenarios to the CPA program. It was noted that the Town would lose the second- and third-round State matching funds if the contribution rate falls below 3%. Ms. Greene explained that the State distributes matching funds from the CPA Trust Fund, which is funded by Registry of Deeds surcharges. Other less predictable types of matches come from private or public sources not funded by the Trust Fund. Mr. Roche noted that the 3% levy with \$100,000 is not fair and equitable to everyone. Documents reviewed included Projected Wastewater Infrastructure Fund Revenues at Various Contribution Rates, prepared by Rich Bienvenue; Projected Revenue Scenarios and subsequent allocations; and the Application Summary and Projected Revenue Balances.
2. **Draft Articles** – A draft CPA Memo to the Board of Selectmen was reviewed, followed by the Article Summary. Chair Gary Ellis will move housekeeping articles; Nate Small will present housing articles; George Slama will present historic articles; and Susan Brita will present recreation articles. On the Estimated Revenue article, the consensus was to reduce Operating Expenses to \$98,000, in keeping with the last three years.
3. **Preparation for 3/10 Board of Selectmen Meeting** – The presentation to the Board of Selectmen is substantially the same as the presentation to the Finance Committee. The Committee discussed how best to present postponed articles and agreed to consolidate them onto one slide since they were postponed due to financial uncertainty of the CPA revenues. The Committee discussed inviting the applicants to come to the Selectmen's meeting on the 10th as a courtesy.
4. **Preparation for Public Outreach Meetings** – Saturday, 4/18/2020 at Yarmouth Port Library and Saturday, 4/25/2020 at the Cultural Center. The Committee discussed talking points and how

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to reach residents. The meetings have been posted on the Yarmouth Port Library calendar. It was suggested to also distribute to Cultural Center and Historical Society of Yarmouth membership. The format will be similar to that of the annual meeting in September, but less detailed.

Member and Staff Updates

Ms. Greene explained that although Town Meeting will vote on CPA funding, the question will not appear on the ballot until the fall; and what is approved at Town Meeting does not necessarily get approved at the ballot. This could become a yearly question, and will need to be explained at the outreach meetings.

Tom Kelley requested that the sound system be checked and annual reports be available prior to Town Meeting.

1. Committee Roster – not available.
2. Contract Schedule – Since the money is on hand, there was consensus that contracts should be executed quickly.

Christine Marzigliano advised that the Friends of Bass River (FOBR) will likely be submitting an application to CPC in September for widening the Crab Creek culvert. They are also sponsoring a presentation on the health of our wetlands on March 20 at Cape and Islands Association of REALTORS.

George Slama advised that he and Bob Kelley met with Christine Legere for a story on the Indian Memorial improvements and dedication, which is scheduled for May 16th.

Tom Roche suggested that members talk with their respective committees about wastewater.

Administrative Budget Request

Ms. Greene requested \$4350 for annual Community Preservation Coalition dues. The Coalition is an advocacy group and also provides support and research for local committees. She will research the due date and membership fee formula for the next meeting.

Ms. Greene requested \$2000 and \$1000 respectively for the services of Mark Robinson and the Compact of Cape Cod Conservation Trusts, Inc. to shepherd the conservation restrictions (CRs) required for Starbuck Lane and 275 Route 28 properties. The CRs are required by law, and this is the most efficient path.

On a motion by George Slama, seconded by Nate Small, the Committee voted 6-0 in favor of the Compact of Cape Cod Conservation Trusts proposal.

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Upcoming Meetings

March 10, 2020 – Board of Selectmen article review

Public Outreach -

1. Saturday, April 18th – Yarmouth Port Library
2. Saturday, April 25th – Cultural Center of Cape Cod

Minutes for Review

1. March 14, 2018 - Correction

On a motion by Nate Small, seconded by Tom Roche, the Committee voted 6-0 to approve the corrected Executive Session minutes of March 14, 2018.

2. December 18, 2019 - Regular Session

On a motion by Nate Small, seconded by Tom Roche, the Committee voted 5-0-1 (Paul Huggins abstained) to approve the minutes of March 14, 2018.

3. December 18, 2019 - Executive Session

On a motion by Nate Small, seconded by Christine Marzigliano, the Committee voted 5-0-1 (Paul Huggins abstained) to approve the Executive Session minutes of March 14, 2018.

4. January 22, 2020 - Regular Session

Will be voted at the next meeting.

Adjourn

VOTE: On a motion by Nate Small, seconded by George Slama, the Committee voted 6-0 to adjourn at 4:45 pm.

Handouts at the Meeting (Located in the Department of Community Development)

1. Agenda
2. Community Preservation Committee Annual Report
3. Table: Community Preservation Act FY21 Grant Application Summary as of 12/4/19
4. Table: Application Summary & Projected Revenue Balances 1/20/20 - DRAFT.
5. Table: Projected Revenue Scenarios – 1/20/20 – DRAFT
6. Memo from M. Barry to Board of Selectmen – 1/10/19 - DRAFT
7. Minutes for December 18, 2019 meeting - DRAFT

Respectfully submitted,

Karen Greene, Director of Community Development