

On 7/13/2022, on a motion by George Slama, seconded by Christine Marzigliano, the committee voted 8-0 to approve these minutes.

TOWN OF YARMOUTH
COMMUNITY PRESERVATION COMMITTEE
MINUTES for February 23, 2022

YARMOUTH TOWN CLERK
'22JUL20P42:55 REC

- PRESENT:** Gary Ellis, Christine Marzigliano, Paul Huggins, George Slama (via Zoom)
ABSENT: Thomas Kelley, Mary Ann Walsh, Debbie Clark, Nate Small, Liz Hartsgrove
STAFF: Dawn-Marie Flett, Program Coordinator
GUESTS: Tom Roche, former Planning Board representative to the CPC
LOCATION: Yarmouth Town Hall, Room A and via Remote Access

As required by G.L. Chapter 30A, §§ 18-25, and pursuant to Chapter 20 of the Acts of 2021, *An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency*, signed into law on June 16, 2021, the Yarmouth Community Preservation Committee held a public meeting at the date and time noted above. The public was welcome to attend either in-person or via the alternative public access provided in the agenda.

Convene

Chairman Ellis opened the meeting at 3:07 p.m. with no quorum.

1. Recognition of Tom Roche – Chairman Gary Ellis thanked long-time member of the CPC Tom Roche for his leadership, guidance, and commitment. He presented Mr. Roche with a plaque on behalf of the Committee.
2. Mini Grant discussion – The Committee reviewed materials provided by Mr. Slama and the consensus was to offer two rounds of mini grants (up to \$20,000) with deadlines of July 1, 2022 and January 2, 2023. The hope is that small projects like trail signs or recreational events could be funded. Discussion followed, and it was agreed that staff will draft an application for review at a future meeting. The program will be posted on social media, at public meetings, and through the Yarmouth Chamber of Commerce. At Mr. Slama's suggestion, the Committee agreed to limit the maximum dollar amount granted per 6-month cycle to \$200,000 and ten projects. Mr. Slama also asked that a Truro CPC member be invited to the next meeting.
3. Staff Updates
 1. Budget/Contract Closeouts/End-of-Year Cleanup – There has been no change to the budget since the last meeting, but the Committee reviewed a list of Town projects that have been completed and can be closed. Several of the projects have balances remaining, and after discussion the consensus was to continue the practice of returning those balances to the reserves from which they came.
 2. Flax Pond Extension Request – The Committee reviewed a memo from DPW Director Jeff Colby requesting a three-year extension to the Flax Pond

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Comprehensive Plan grant. The Committee suggested that if the project wasn't ready to move forward, the application should not have been submitted. Due to re-organization, staffing limitations, and other priorities, the project has not made progress. Mr. Slama suggested a one-year extension. Without quorum the Committee did not vote, but there was consensus on the one-year extension.

3. Draft Warrant Articles for 3/1/22 BOS Meeting – The Committee had no changes for the draft warrant articles. Ms. Marzigliano will be present to answer questions from the Board.
4. Coalition Dues – No vote was taken due to lack of quorum.
5. Riverway Workforce Housing Letter of Interest – The Committee reviewed the letter of interest and hand-drawn sketch plan. The applicant provided an update via email explaining that they are finishing the business plan; received a co-work grant from the state; and have met with the Town for an informal site plan review. Because there are multiple lots, and a public way running through the property, it will be a longer than anticipated process.

Several questions were raised by the Committee and will be forwarded to the applicant: non-profit status; permitting process and timeline; property ownership. The applicant will also be advised that a deed restriction will be placed on the property. Staff will confirm the impact to the Subsidized Housing Inventory.

4. Minutes – were tabled due to lack of quorum.
1/5/2022; 9/28/2021; 5/12/2021; 4/21/2021
5. Committee Updates – Mr. Ellis asked staff to investigate whether the Buck Island Community Gardens grant agreement included a payback clause, since the land is now slated to be used for a fire training facility.
6. Adjourn - On a motion by Christine Marzigliano, seconded by Gary Ellis, the Committee voted to adjourn at 4:08 p.m.

Meeting Packet (Located in the Department of Community Development)

1. Agenda
2. Mini Grant CCTimes Article - 9/20/21
3. Mini Grant Application
4. Mini Grant excerpt - Town of Truro CPC Minutes – 12/3/21
5. 011822 Application Summary and Projected Revenue
6. Memo and CPA Articles and Explanations DRAFT 011922
7. 2022 Coalition Dues
8. Riverway Project Interest Form
9. Minutes: 1/5/2022; 9/28/2021; 5/12/2021; 4/21/2021

Respectfully submitted,

Dawn-Marie Flett
CPA Program Coordinator

2/23/2022