

**Town of Marshfield
Community Preservation Committee
Open Meeting Minutes --- APPROVED --
December 12, 2018th, 7:00 pm**

CPC Members in Attendance: Tim Russo, Denis Kelleher, Michele Campion, Bert O'Donnell, Kerry Richardson, Mike Bilas and Kevin Cantwell (arrived at 7:45pm).

Guests in Attendance: Wallace Coyle, Peter Dowd, Barney Dowd, Bud Duksta, Ed Sullivan, Heather Sarabia, Don McAleer, Meghan Enwright, Joe Thompson, Bill Grafton, Beth Winn, Karen O'Donnell, AnnMarie Ford, John Salemme, Steve Goodwin, Emily Baird, Nancy Jordan, Peter Appleby and Elizabeth Pineault.

Open Meeting

MOTION: Tim Russo made a motion to open the meeting at 7:05pm. Bert O'Donnell second the motion. All in favor (Kevin Cantwell not yet present). Motion passed.

Minutes

MOTION: Mike Bilas made a motion to accept the November 14th, 2018 CPC open meeting minutes as amended by comments from Bert O'Donnell. Denis Kelleher second the motion. Kerry Richardson abstained and Kevin Cantwell not present. Tim Russo, Denis Kelleher, Bert O'Donnell, Michele Campion and Mike Bilas in favor. Motion passed.

CPC Applications for FY 2020 funding

First Congregational Church Preservation

- Tim Russo said that Rick Taylor and Doreen Taylor sent the Committee an email on December 11th to request that the First Congregational Church's application for FY 2020 CPC funding be withdrawn from consideration. The Committee accepts their application withdrawal.

Document Restoration and Historical Room Renovation

- Wally Coyle submitted a revised budget, from \$136,000 to \$120,970, for the Document Restoration project. The Ventress Library Board decided to drop the request for an architectural study to renovate a historical room given recent changes and unknown variables with the FEMA redesigned flood maps. The current request now only focuses on preservation and digitization of the documents. Tim Russo asked where the materials will be stored while being preserved and will the digitized copies be available to the public?
- Wally Coyle responded that the Town doesn't have any other space to store the materials and documents. For now, the documents will be stored in the vault.
- Michele Campion said that Wally Coyle had mentioned potential grant funding for this project.
- Wally Coyle said there are building funds and private sector donations, bequests and other small donations for preservation of documents.
- Bert O'Donnell said that he had visited the Library along with Chris Woods and saw the Atlas and other documents to be preserved. He asked if some of these have already been scanned. He said that once the documents are scanned and digitized, there will be less need to access the originals.
- Kerry Richardson made three points. He suggested the Library Board: (1) should work with other regional historical groups to preserve documents and ensure coordination; (2) look at the volume of documents and ensure prioritization of requested preserved materials; and (3) the cost of preserving some of the documents/artifacts is greater than the insured value of the document/artifact. Why would we want to incur such costs on those documents and artifacts?
- Wally Coyle said they tried to prioritize the documents and materials most in danger of decay. The townspeople would like to see these originals preserved.
- Kerry Richardson said he would like to see a revision and exclusion of the documents that don't have much value and/or are duplicates of other existing materials in the state.

- Wally Coyle said that the Northeast Document Conservation Center prioritized the documents based on which were most valuable and worth preserving. This was the study the CPC had funded for \$5,000.
- Tom Whalen asked if they should consider consolidation of materials in one vault.
- Michele Campion said that once the Hancock Building restoration is complete, there will be a heated and air conditioned building with additional space for such documents.
- Barry Cornwall asked if the public will have access to the documents.
- Wally Coyle responded that there are some currently held at Town Hall. The Library has historically been the repository of historical documents. The originals will be preserved and public will have access to the digitized copies.

South River School Playground

- Beth Winn and Ann Marie Ford of the South River School (SRS) PTO said that they plan to add on to the existing playground with additional play elements and a fitness area. One SRS parent, Tim Pesko of Childscapes, has helped out with the replacement plan for some pieces. The new playground and fitness area will allow access to the general public and/or the Recreation Department for programs. They surveyed the SRS students for their desired new pieces. They explored ADA access to the playground. They consulted with Rockwood Design who drew up a design for the walkway. McDougal Brothers can excavate and help build the concrete path. They are looking at different scenarios based on cost and different flooring options. They are considering poured in place rubber under the play equipment and woodchips around that. Plan A includes the fitness circuit and Plan B does not include the fitness circuit. To date they've raised \$20,000 from donations and sponsorships, family sponsors and t shirt sales. They will sell bricks in May and seek more corporate sponsorships.
- Tim Russo asked if they have an estimate for the retaining wall and pathway.
- Beth Winn replied that McDougal is still working on this.
- Tim Russo asked if they will change the request to CPC to include the path.
- Beth Winn said yes, they'll include it in the final request as they hadn't originally anticipated needing this.
- Kerry Richardson asked if they are collaborating with the Eames Way playground committee to negotiate with Childscapes and find cost saving/sharing areas. He asked if the CPC committee has determined a maximum amount they would like to give.
- Beth Winn said that they may possibly be able to combine freight costs of the equipment with the Eames Way playground.
- Bert O'Donnell asked if SRS has gathered multiple quotes from other vendors.
- SRS Principal, Emily Baird, explained she was the Vice Principal at Governor Winslow School when they built a new playground. SRS is selecting a different vendor because they want something different and unique. The SRS request may be different because of the ADA pathway budget.
- Barney Dowd said that he was on the Marshfield ADA Committee and asked if there will be a railing installed along the access pathway.
- Ann Marie Ford replied that the engineers told them the slope indicates that they don't require a railing. The sloped sides/retaining walls will also double as a handrail.

Eames Way School Playground

- Nancy Jordan and Meghan Enwright are following up from the last meeting. The Eames Way play structures are old, rusty and not compliant with current ADA guidelines. They want to build the new playground closer to the school. Currently the students' recess periods are broken in two groups: 3rd- 5th graders and Kindergarten – second grade. They want to have one playground for all. The new area will be mostly flat with steps on one side with a slight slope. One playground will also facilitate the big buddy programs.
- Nancy Jordan said that they surveyed the students for a 'wish list'. Among the students' wishes they would like shade over their playground. They are considering rubber flooring under the play areas surrounded by wood chips. They will keep the old structure for the younger children. They will hold a Booster-a-thon, similar to SRS. The bricks campaign in January will be led by Meghan Enwright. They also considered a few different vendors and decided to work with Childscapes.
- Meghan Enwright said that the Eames Way PTO decided to prioritize the new playground. The PTO also agreed to retain \$5,000 for future maintenance. They will also put rubber mats under the swings.

- Tim Russo asked what the maximum number of students is allowed on the playground at one time. He also asked if Eames Way is changing their requested amount from CPC.
- Meghan Enwright replied there are currently 243 students enrolled at Eames Way and approximately 121 students/recess. She said they are only swapping desired new playground pieces but not changing their original requested amount from CPC.
- Kerry Richardson asked if they have talked to other communities who have Childscapes equipment and about their experiences.
- Meghan Enwright replied that she knows of one in Quincy. They said it was a good company with good Burke equipment but she will further investigate.

Harbor Walkway Phase II

- Harbormaster Mike Dimeo said CPC wanted more information on the bump outs. There is at least 8-9 feet available space for the bench and sitting area. The Harbormaster installed a similar bench at Damon's Point with Trex decking material. This has been nice for observing the bass and herring in river. The concrete will be \$ 35,511 and a bench area will add another \$5,000. The guardrails could be moved back a ways. They had been at 34 feet and then shifted it back. Granite curbing extends for 1,500 feet. The DPW crew built that last year.
- Kevin Cantwell asked Tom Reynolds if the proposed Boardwalk would be in the footprint of the road.
- Tom Reynolds responded that it would not be in the footprint of the road.
- Tim Russo asked if the budget includes everything with the benches on both sides.
- Mike Dimeo replied that he might have wood benches built which are more appropriate for this site and cheaper. He is applying for another \$ 15,000 grant for the kayak racks so people can rent a storage space for the season. This will also tie into the Peter Igo park. The \$322,612 budget includes everything. The work can be completed by the end of this summer.
- Kevin Cantwell responded that Bob Galvin had advised that the project was allowed to go forward.
- Bud Duksta said it's a densely populated area of Green Harbor. Since 2009 there are many requests from local kids who want to expand the recreation amenities along with safe access and working with the Recreation Department programs. The Maritime Center is expanding options as well. This walkway connects all the dots.
- Tom Reynolds, DPW Supervisor, asked what the quote for the concrete is.
- Mike Dimeo responded it is \$60/square yard/concrete walkway. The mixed asphalt would cost about \$ 40/sq. foot. These estimates are from Pat Brennan.
- Peter Appleby said the South River Park had installed donated benches. He said the wood benches will hold up well.
- Bert O'Donnell asked if Town Counsel has given an opinion on whether CPC funds can be used for this project.
- Kevin Cantwell responded that he had spoken with Town Counsel. Attorney Bob Galvin advised that CPC could consider the application as the Boardwalk and viewing areas were not in the footprint of the road.

Veteran's Memorial Park and South River Improvements

- Kerry Richardson recused himself from the discussion.
- Kevin Cantwell asked Bill Grafton if the funding is for matching funds.
- Bill Grafton, Marshfield Conservation Agent, replied it is indeed. The Department of Ecological Restoration (DER) provided \$9,000 and he is working along with Town Administrators and DER as a team. Phase II is underway and the team is working to partly fund the Phase II and Phase III. Bill Grafton said he is working with Merrill Associates who offered to donate their services. The team has a very good rapport with the neighbors as well as support from DPW engineers, Town Administrator, two Veterans groups and many of the Eagle Scouts for a total of 100 + years of experience.
- Kevin Cantwell asked if this will bring it to 30% match.
- Bill Grafton replied that he needs to get beyond the conceptual phase and move towards the bid documents and permitting. He needs to get through Phase II. They might come back for construction funds.
- Kevin Cantwell asked why they can't accept the Merrill Associates donation.
- Bill Grafton replied that he is being cautious but he will further explore this option with the Board of Selectmen.
- Kevin Cantwell said that he will consult with Town Counsel about the possible donation.
- Barney Dowd said that along with the Veterans, he is 100% behind this project.

- Bert O'Donnell asked Bill Grafton what additional funding would be requested from CPC.
- Bill Grafton replied that he hoped to get the remaining funds needed, for the actual construction, from other sources.
- Peter Appleby asked if this project will involve the dam removal.
- Bill Grafton said that this phase will improve the bleeding heart lagoon and improve the fish and herring passage.
- Peter Appleby asked if the next phase will include new partners and work further upstream.
- Bill Grafton said that he's working with the neighbors to improve the berm. Tom Reynolds helped to remove a large pine tree. The focus now is on the dam and lagoon.
- Peter Appleby asked if they will seek input and partnership with the neighbors further upstream and on the Chandler's Pond.
- Elizabeth Pinault said she lives further upstream on Chandler's Pond and that stream system is all connected.
- Bill Grafton said the design will seek to maintain the water wheel and fountain. The new design will be better for the fish, have better control of flooding and recreational value. All the partners are in.

DPW Ballfields and Playgrounds

- Tom Reynolds said there is currently a balance in the Rockwood Road account of \$ 28,000 from FY 2018. The FY2019 funds for the new Tower Avenue playground is complete and just needs: some fencing, grading the T ball field, add loam and seed, add 8-10 parking spots, resurface the basketball court and add a stone dust path. The South River School baseball infield will be rebuilt. He will use the FY2019 funds to rebuild one infield at the Daniel Webster School.
- Tim Russo asked if he consulted the Fields Study to specifically orient the fields correctly.
- Tom Reynolds replied that yes will he refer to those recommendations when rebuilding that field.
- Tim Russo asked how the Rockwood Road fields are progressing.
- Tom Reynolds replied they are using the new screener machine, building a retention basin and he still needs to hydroseed the slopes in the spring.
- Tim Russo asked if the patches in the fields will be repaired and if there are wells.
- Tom Reynolds said they closed down the fields and seeded it since it was over used. He has requested funding for the wells in the FY2020 request.
- Tim Russo asked what the estimated date of completion will be.
- Tom Reynolds replied it could be complete in the fall of 2019 or spring 2020.
- Tim Russo asked if there are any new requests for fields or playgrounds.
- Tom Reynolds replied yes for the wells and refurbishing the fields.
- Tim Russo asked if this will include any ADA installments.
- Tom Reynolds said it will include dugouts, fencing, etc. and Eames Way has a list.
- Tim Russo asked if there any plans for the Grace Ryder fields.
- Tom Reynolds said the DPW is looking into the front field which needs to be excavated, reseeded and irrigation installed. The two baseball fields need repair and an irrigation system installed but that is not feasible due to the use of these fields for parking for the Fairgrounds.

Rexhame Terrace Beach Boardwalk

- Tom Reynolds said the DPW has cleared a pathway from the Winslow Road Extension through the dunes and provides access to the beach in Old Rexhame to the dunes.
- Bert O'Donnell asked if there is any parking available near this location.
- Tom Reynolds replied there is not any parking at that location.
- Tim Russo asked if DPW can install Mobi Mats there.
- Tom Reynolds said that Mobi Mats can probably be used on a portion of the extension to the beach. However the funding request is for the survey, design and permitting for a proposed boardwalk to the beach, if feasible.
- Kevin Cantwell asked if the study will produce a cost estimate.
- Tom Reynolds responded yes, it will produce a cost estimate.

Cedar Grove Cemetery

- Tom Reynolds said that DPW is taking a one year hiatus from working on the cemeteries. The DPW would like to take a year off before working on these two projects.
- Kerry Richardson asked if outside engineering can be included in the project budget.
- Tom Whalen replied that he contacted an engineering firm, BSC, and that would add \$15,000 to the project budget. He would need DPW to help post the bids and receive the bids.
- Kerry Richardson asked what the ballpark estimate is to do this.
- Tom Reynolds replied the internal DPW cost is about half of the BSC. However he isn't able to commit the time of DPW engineers to this project and would like to take the year off.
- Tim Russo asked Tom Reynolds if he and DPW will come back to helping on the cemetery projects after this year.
- Tom Reynolds replied that yes, maybe if DPW adds another engineer it will make it more realistic.
- Tom Reynolds said that even with the outside consultant, they would have to oversee the outside consultant.

Recreational Trails Project Phase II

- Steve Goodhue said they are planning to resurface three miles of the Bridle Trail with stone dust. The trail goes from CVS to Station Street. Stone dust was chosen as the best and most affordable option for multi-users. The Trails Committee has received enthusiastic support from the Selectmen. Funds are needed for the trail bollards, kiosks, painted cross walks, "you are here" signs and three parking spots. Greg Guimond, Town Planner, has helped with the budget estimates.
- Denis Kelleher asked about the breakdown of the \$150,000. He asked if this included both stone dust and the installation.
- Steve Goodhue responded yes, the \$150,000 includes both.
- Kevin Cantwell asked about the safety improvements.
- Greg Guimond asked if there will be warning signs.
- Steve Goodhue said there will be pedestrian crossing signs warning those on the trail of upcoming road crossings. There will also be crossing signs on the road to warn vehicles up an upcoming trail crossing.
- Tim Russo asked if there will be benches.
- Steve Goodhue replied benches are not in the current budget and plan.
- Greg Guimond said that there had been benches in the original proposal but they were taken out. He also said they are looking into possible donated benches.
- Tom Whalen asked which part of the trail will be handicap accessible.
- Ned said that he has led hikes on the trails and no one has ever asked to install benches. Marshfield only has two benches on all of our trails.
- Tim Russo asked if this will be a main artery or connector to the town, not just recreational usage but also used regular transportation.
- Greg Guimond said it will be a 10' wide trail for multi-use purposes.
- Bill Grafton asked how many benches CPC would like on this trail.
- Barry Cornwall said he thinks any new trail in town should have a bench. They would be good for younger kids. But everyone needs a resting place and for scenic viewpoints. This should be criteria to be friendly for everyone.
- Ned Bangs showed the final map of the Jose Carreiro Woodland including the helpful 'you are here' markings.

Open Space Contingency Fund

- Karen O'Donnell said that the Open Space Committee decided to pull the application for funding of the Conservation Restrictions which are not always fully funded at the time of land acquisition. After talking with the Town Administrator, Mike Maresco, she decided it would not be necessary to do this. The Open Space Committee is always looking for properties and don't know when they will become available. As such, there is a need to act in a timely manner. She advises the CPC to ensure there are sufficient funds reserved in the Open Space account for this reason.
- Kerry Richardson asked if the Open Space Committee recommends a certain amount the CPC should reserve or set aside for land purchases.
- Karen O'Donnell responded that the Open Space Committee has not recommended a certain amount to reserve.

Next Meeting

- The next CPC Open Meeting is scheduled for January 9th, 2019.

MOTION: Tim Russo made a motion to adjourn the meeting at 9:31 pm. Kevin Cantwell second the motion. All in favor. Motion passed. Open meeting adjourned.

Respectfully submitted,

Marcy Strazer Concannon
CPC Administrator