

**Town of Marshfield Community Preservation Committee**  
**Open Meeting Minutes --- APPROVED---**  
**Hearing Room 2 at Town Hall**  
**December 13, 2017, 7pm**

**CPC Members in Attendance:** Chairman Kevin Cantwell, Bert O'Donnell, Kerry Richardson, Mike Bilas and Billy Last, Jr. and Tim Russo. **Members absent:** Tony Pina and Michele Campion.

**Guests in attendance:** Tim Withers, Jessica Dougherty, Don McAleer, Karen O'Donnell, Cindy Castro, Tom Whalen, Ned Bangs, John Penney, Bill Munny.

### **Open Meeting**

**MOTION:** Kevin Cantwell made a motion to call the meeting to order at 7:12 pm. Second by Tim Russo.

### **Discussion of FY 2019 CPC Funding Applications**

#### **Winslow House Roof Repair**

- Tim Withers, Winslow House Director, referred to the Finch & Rose Study which stated the roof repair is the highest priority. He will submit more detailed quotes to CPC. Tim Withers said they are raising money through the "Raise the Roof" campaign for the section of roof over the house and tea room. The roof over the barn was repaired in 2006. He said that approximately 500 Marshfield Third Graders visit the Winslow House each Spring. Bill Finch has offered to follow up with a free evaluation of the roof's current condition.
- Bert O'Donnell asked if there is an electronic version of the Finch & Rose report.
- Tim Withers said the total cost is expected to be \$100,000 and they expect the fundraising campaign to raise \$20,000 of that.
- Kevin Cantwell said that a roof repair may be considered a maintenance expense. He asked why the CPC should award funds to an entity that is not a Town-owned property. How would the Winslow House make these repairs without CPC funding?
- Tim Withers said the Winslow House uses their donations and dividends towards regular upkeep and repairs.
- Kerry Richardson asked if they have gone before the Marshfield Historical Commission.
- Bert O'Donnell commented that CPC should understand that the Winslow House Association has existed for almost 100 years. Even though the Winslow House is privately-owned, it is a valuable asset to the community.

#### **Seaweed Removal Equipment**

- Kevin Cantwell asked Cindy Castro to inquire with DPW if they will be able to sell the seaweed collected with the use of the equipment.

#### **Friends of South River Park**

- Susan Caron submitted a written project update on December 13<sup>th</sup>.
- Kevin Cantwell recently spoke with Susan Caron regarding changes to the proposal.
- Kerry Richardson volunteered to be a liaison between the FOSRP and the Veterans group.

#### **Chapel Cemetery Headstones Repairs**

- Tom Whalen has no new estimates. He is concerned that DPW will not have resources to help.
- Tom Whalen thanked Billy Last Jr. for the granite slab he donated for the cemetery work. That slab saved \$1,200 from the project budget.

#### **Pratt Family Barn Relocation**

- Cindy Castro replied that following the barn's move, it will require repairs.
- Kerry Richardson asked who is responsible for repairs; the CPC won't cover the repairs.
- Kevin Cantwell said that the Pratt Barn is under the care and custody of the Selectmen. The Selectmen have not offered a final opinion about the Barn.

### **Trails Signs, Kiosks and Markers**

- Ned Bangs presented results of his inquiries with eight different trails management organizations regarding the safety of using metal trail marker signs on trees. He spoke with B & L Consultants, Wildlands Trust, Green Mountain National Forest, Norwell Conservation Commission, Trustees of the Reservations, Appalachian Mountain Club, Myles Standish State Forest and the Town of Plymouth Natural Resources Dept. The response was that all types of materials will provide some attraction for insects. The B & L report and recommendation to replace the metal trail markers with others with another material (p. 65-66 Trails Study). The Miles Standish State Forest has trees with stencil trail markers in different colors. The Trustees of Reservations has properties all over the State. The Trustees scratch 2" x 6" scratch stencils filled in with paint. The Trustees had used plastic signs in the past but now prefer the scratch stencils. The Appalachian Mountain Club uses scratch stencils as well. The AMC prefers this method as it reduces vandalism (stolen and/or destroyed trail markers). Plymouth is happy with their aluminum trail markers, placed 6'-8' above trail. B & L prefers scratch n' paint. Norwell has had success with their metal and aluminum markers, also 6'-8' above ground (8 feet is optimal). The Trails Committee prefers the signs at the Jose Carrero Trail in thick aluminum.
- Kevin Cantwell said that he appreciates the research and information provided by Ned Bangs regarding the issue of whether or not metal trail markers attract insects, which was raised at the November CPC Open Meeting.
- Mike Bilas said he favors the thick aluminum markers.

### **Senior Center**

- Kevin Cantwell spoke with Carol Hamilton and Sheila Gagnon of the COA/Senior Center recently. He said they have a contract for Phase II work for \$120,000.
- Tom Whalen asked what happened to the project component to build outdoor exercise equipment at the Senior Center, which was the original project intent.
- Kevin Cantwell replied that the current proposal includes some outdoor recreation facilities.
- Billy Last Jr. said that his crew cut trees for the parking area and saved the CPC roughly \$30,000. The project should include funding to build a fence as a buffer to the neighbor's house, now exposed by the lack of tree coverage.
- Billy Last Jr. said that he will meet with Bud Duksta to discuss other ways to reduce project costs. Bud estimated a bocce court could be built for about \$4,000.
- Kevin Cantwell and Billy Last Jr. said there is a contingency and oversight included in the Phase III budget.
- Billy Last Jr. said he is still working on the permit issues.
- Tim Russo asked what an independent estimate for Phase III would cost.
- Billy Last Jr. estimated it might be around \$500,000 - \$600,000.

### **Maryland Street/North River Village Updates**

- Karen O'Donnell asked CPC to release remaining funds from the Maryland Street/North River Village funds for signs & kiosks developed by the Recreational Trails Committee at the Pratt property. The Open Space Committee will work with the Recreational Trails Committee on sign designs.

### **Open Space Committee Updates**

- At the latest Open Space meeting Vicki MacPherson was appointed as liaison between the Open Space Committee and the Recreational Trails Committee to cooperate on design and approval.
- Kevin Cantwell nominated Tim Russo to be a liaison between CPC and the Recreational Trails Committee.
- Tim Russo nominated Bert O'Donnell to be liaison with the Recreational Trails Committee on signage.

### **CPC Logo Development**

- Kevin Cantwell explained the CPC is considering developing its own unique Marshfield CPC logo which would be added on the new trail kiosks to identify CPC support and partnership.
- Tim Russo will check with someone who may be able to design this.

- Marcy Strazer Concannon also knows a Marshfield-based local designer who also may be interested.

**CPC Financials and prior month's paid invoices**

- Kevin Cantwell said that Marcy Strazer Concannon is working with the Town Accountant to determine the CPC current reserves and expected revenues for FY 2019.
- Kevin Cantwell asked Marcy Strazer Concannon to draft letters from closed out projects to return/release funds to the CPC unreserved general funds for approval at Town Meeting.
- Tom Whalen said that all CPC returned funds cannot be legally used within the current Fiscal Year.

**MOTION:**

- Chairman Kevin Cantwell made a motion to approve the CPC Open Meeting minutes from August 9<sup>th</sup>, 2017. Billy Last Jr. second the motion. All voted in favor. Motion passed.

**MOTION:**

- Chairman Kevin Cantwell made a motion to approve the CPC Open Meeting minutes from October 11, 2017. Tim Russo second the motion. All voted in favor. Motion passed.

**MOTION:**

- Chairman Kevin Cantwell made a motion to approve the CPC Open Meeting minutes from November 15, 2017. Bert O'Donnell second the motion. Kerry Richardson abstained. All others voted in favor of approval. Motion passed.

**Next Meeting:**

- The next CPC Open Meeting is scheduled for January 10<sup>th</sup>, 2018 at 7pm.

**MOTION:** Chairman Kevin Cantwell made a motion to adjourn the open meeting at 9:04 pm. Motion second by Mike Bilas. Open meeting adjourned.

Respectfully submitted,

Marcy Strazer Concannon  
CPC Administrator