

**Town of Marshfield  
Community Preservation Committee  
Open Meeting Minutes --- January 10, 2024  
ZOOM MEETING**

**Members Present:** Kevin Cantwell - Chair, Denis Kelleher – Vice Chair, Mike Bilas, Bert O’Donnell, Michele Campion, Kerry Richardson, Cecilia Delgadillo-Calbimonte (7:05 pm)

**Guests:** Jack Griffin, Jack Arouca, Scott Dixon, Judith Crowley, Shawn Patterson, Barbara Carney, Kathleen O’Connor, Fred Russell, Michael Maresco, Carol Hamilton, Cindy Castro

**Call to Order:** MOTION: K Cantwell made a motion to open the meeting at 7:00 pm. M Bilas seconded. Roll Call: M Bilas – yes, M Campion – yes, K Richardson – yes, B O’Donnell – yes, K Cantwell – yes, D Kelleher – yes.

**Application Review and Vote**

**Senior Center/MYBL - \$496,000:** K Cantwell reviewed a couple changes on the application. The courts would not be resurfaced at this time but they would like to add an additional windscreen. The changes reduce the request to \$337,000.

MOTION: D Kelleher made a motion to recommend to Town meeting the approval of **\$337,000** in CPC funding for recreation enhancements at the Senior Center/MYBL complex. K Richardson seconded. Motion passed 7-0 by Roll Call Vote: D Kelleher – yes, M Bilas – yes, K Richardson – yes, B O’Donnell – yes, M Campion – yes, K Cantwell – yes, C Delgadillo-Calbimonte – yes.

**Ballfields - \$100,000:** K Cantwell recapped the DPW proposal to install backstops and fencing at Daniel Webster and the Studley fields; to regrade fields and reconstruct the pitchers mounds at Daniel Webster, two fields at Grace Ryder, and Recreation Field #1. They have reduced their request to \$55,000.

- K Richardson asked why the contingency was 5% instead of the usual 10%. He also questioned why the request was lower than past years. Shawn Patterson said he was comfortable they could complete all with the reduced amount.

MOTION: M Bilas made a motion to recommend to Town meeting the approval of **\$55,000** in CPC funding for the proposed improvements to fields, backstops, and pitching mounds. K Richardson seconded. Motion passed 7-0 by Roll Call Vote: B O’Donnell – yes, M Bilas – yes, D Kelleher – yes, M Campion – yes, K Richardson – yes, K Cantwell – yes, Cecilia Delgadillo-Calbimonte – yes.

**Revolutionary War Veteran Memorial - \$123,660:** M Maresco said the committee is waiting on test borings to see if they can install the memorial on the Town Green. B O’Donnell said they

recently received an estimate of \$5,500 from Pat Brennan for the project management and the required stamp drawing. The committee will keep everyone updated.

**Garretson Barn Roof** - \$35,000-\$100,000: M Maresco needs to put this project on hold for now. After further inspection of the barn, they will need to evaluate if the required work is a worthwhile expenditure.

**DW Estate Chimneys** - \$46,260: Barbara Carney said all four chimneys at DW Estate need repointing. The latest wind driven rain filled buckets with inches of water.

- M Maresco thanked Barbara and the DW Trust, a volunteer group, for all the work they do, each year raising at least \$25,000 for the maintenance of the building.

MOTION: M Campion made a motion to recommend to Town meeting the approval of **\$46,260** in CPC funding for the repointing of four chimneys at DW Estate. K Richardson seconded.

Motion passed 7-0 by Roll Call Vote: M Campion – yes, K Richardson – yes, B O’Donnell – yes, D Kelleher – yes, C Delgadillo-Calbimonte – yes, M Bilas – yes, K Cantwell – yes.

**G.A.R. Hall** - \$100,000: F Russell reviewed what has been completed at the building over the past few years, and what remains to be done. The additional funding will be used to augment the unforeseen rot expense, and to repair the ceiling that was damaged prior to the new roof. If any funds remain, they will be used for HVAC or window replacement. The NRAS raised \$12,000 toward the siding expense and they will be fundraising \$65,000 for interior and exterior painting.

- B O’Donnell asked if the issues brought up by the Historic Commission have been resolved. F Russell said they have not, but they plan to readjust as requested.

- M Maresco applauded F Russell for his efforts and for working well together with Maureen Smith on this project. C Delgadillo-Calbimonte agreed.

MOTION: M Campion made a motion to recommend to Town meeting the approval of **\$100,000** in CPC funding for the continued restoration at GAR Hall. C Delgadillo-Calbimonte seconded. Motion passed 7-0 by Roll Call Vote: B O’Donnell – yes, D Kelleher – yes, M Campion – yes, K Richardson – yes, C Delgadillo-Calbimonte – yes, M Bilas – yes, K Cantwell – yes.

**Winslow Doors** - \$13,500: Jack Griffin requests two sets of French doors at the Winslow House with the help of CPC funding.

- M Bilas asked if they had any salaried employees at the property. J Griffin replied that there is one part time employee in summer months.

- K Cantwell wanted to clarify that he had not spoken with Tim Withers about a historic chest that was sold, as was mentioned in an email.

- K Cantwell asked if they had a maintenance budget for each year. J Griffin said that looking back at taxes from 2011-2022, the maintenance exceeded \$25,000/yr. Alan Bates maintains the property as a volunteer. The previously mentioned chest was sold in order to pay for maintenance as well as other expenses. K Cantwell suggested coming together with a needs

assessment that could help them prioritize and plan accordingly. J Griffin would love to establish a maintenance plan as suggested.

- Cindy Castro questioned if the mahogany doors had already been ordered as she had been told. J Griffin replied that they had received a quote, but had not ordered them.

**MOTION:** M Campion made a motion to recommend to Town meeting the approval of **\$13,500** in CPC funding for the purchase of two sets of mahogany French doors at the Winslow House. K Richardson seconded. Motion passed 7-0 by Roll Call Vote: K Richardson – yes, B O’Donnell – yes, C Delgadillo-Calbimonte – yes, D Kelleher – yes, M Campion – yes, M Bilas – yes, K Cantwell – yes.

**Set Asides:** K Cantwell explained that each year the 3% CPC surcharge from Marshfield’s real estate tax along with the State match are distributed into the three designated accounts at a minimum; 10% for Historical, 10% for Open Space/Recreation, and 10% for Affordable Housing. 5% maximum is set aside for administrative expenses. If the full amount is unused, the remainder stays in the account for future use, except for unused administrative funds that will be returned to the undesignated fund at the end of the fiscal year.

**MOTION:** M Bilas made a motion to recommend the Town approve a 10% set aside in the amount of **\$250,826** in CPC funding for each of the three categories, Historical, Affordable Housing, and Open Space/Recreation; and to approve a set aside of no more than 5%, **\$125,000** for administrative expenses. D Kelleher seconded. Motion passed 7-0 by Roll Call Vote: B O’Donnell – yes, D Kelleher – yes, M Campion – yes, K Richardson – yes, M Bilas – yes, C Delgadillo-Calbimonte – yes, K Cantwell – yes.

**Other Business:**

Historical: M Campion said the Historical Commission looks forward to a future needs survey as suggested. K Cantwell asked M Maresco if he could help facilitate a meeting between various committees for this purpose. M Maresco agreed. B O’Donnell advised they include the Beaches and Harbormaster in this meeting.

- C Delgadillo-Calbimonte asked if the results of the Open Space survey had been completed. B O’Donnell said Susan Caron would have the results once complete.

Conservation: B O’Donnell said they are working to get a new trail approved on South River Street.

Recreation: D Kelleher announced the arrival of a baby boy for Craig Jameson.

**Minutes Review:** MOTION: K Richardson made a motion to approve the meeting minutes of December 10, 2023 as amended. C Delgadillo-Calbimonte seconded. Motion approved 7-0 by Roll Call Vote: C Delgadillo-Calbimonte – yes, M Bilas – yes, D Kelleher – yes, M Campion, K Richardson – yes, B O’Donnell – yes, K Cantwell – yes.

**Other Business:**

**Next Meeting:** February 7, 2024 at 7:00 pm.

**Adjourn:** MOTION: K Richardson made a motion to adjourn the meeting at 8:03 pm. M Campion seconded. Motion passed 7-0 by Roll Call Vote: M Campion – yes, C Delgadillo-Calbimonte – yes, M Bilas – yes, B O’ Donnell – yes, D Kelleher – yes, K Richardson – yes, K Cantwell – yes.

Respectfully submitted,

Tracy Pomella  
CPC Administrative Assistant

Minutes approved February 7, 2024