

Minutes for Hull CPC Meeting: 08/03/20

Call to Order

A Hull Community Preservation Committee meeting was held remotely on Monday, August 3, 2020. It was called to order at 6:07 p.m. by CPC Chair Tammy Best.

(This meeting is being held remotely via GoToMeeting as an alternate means of public access pursuant to an order issued by the Governor of Massachusetts dated March 12, 2020 suspending Certain Provisions of the Open Meeting Law. You are hereby advised that this meeting and all communications during this meeting may be recorded by the Town of Hull in accordance with the Open Meeting Law.)

Committee Attendees

Greg Gray, Parks and Rec
Jim Ianiri, at-large
Jim Richman, Vice Chair
Fulvia Quilici Matteucci, Treasurer
Tammy Best, CPC Chair
Carol Costello, CPC Consultant
Nathan Payton, appointed as liaison for the Hull Planning Board

Agenda

- Approval of Meeting Minutes (postponed until next meeting)
- Review/Approve Outstanding invoices
- Updates on any CPA funded projects
- Review grant agreements pending signature
- Public Forum prep

Review/Approve Outstanding Invoices

VOTE: Greg made a motion to approve payment of Carol Costello's latest invoice, Jim Ianiri seconded, and the motion was unanimously approved. *(Greg yes, Jim I. yes, Jim R. yes, Fulvia yes, Nathan yes, Tammy yes)*

NOTE: Fulvia will send the invoice to Mike Buckley 8/4.

Updates on CPA Funded Projects:

2019

Jim Richman confirmed that the emergency generator project has been completed.

Greg provided an update on the Fort Revere water tower project. The tower has been cleaned and next steps are being evaluated. **Fulvia** asked if there's a projected date to start work. **Greg** will follow up with Phil and get back to the committee.

Fulvia confirmed that grant money had been dispersed and the 2019 Paragon Carousel project had been completed. She is awaiting any further updates from Friends on 2020 project.

Fulvia provided an update on the Hull Lifesaving Museum project. She spoke with the director and they have not yet started work because they're awaiting signature on the new lease from the town. They are ready to start work as soon as they receive signature. **Greg** to follow up.

Greg had no update on the Easingwood property, but he will follow up.

Greg Gray said work is ready to begin on Kenberma Playground and a photo op is planned for breaking ground.

2020

Greg Gray updated the committee that the Gunrock Playground project is at least six months out.

Carol said Lori has received grant money to start restoring town records, but she has not heard whether the project has actually gotten underway yet. **Jim Ianiri** will follow up.

Jim Ianiri said he will also reach out to Phil for an update regarding historic preservation of Village Fire Station.

NOTE: Carol thinks the committee should have a “cheat sheet” of grant and project standing to field any questions that arise during public forum.

Grant Agreements Pending Signature:

Carol shared cover letter to James Callahan, Director of Operations, approving appropriated funds toward supporting Friends of the Paragon Carousel in the restoration of the exterior. Tammy will distribute. Tammy mentioned that a sign be present during completion of work to publicize the support of the CPC. The letter also requests that the Friends contact the *Hull Times* detailing how the funds have benefited the project (not a requirement, but a recommendation). CPC will offer to be present for a ribbon cutting/photo op. Carol will add those details and send to Tammy for final approval.

Nathan suggested that project leads or liaisons send photos of work in progress to share during town meetings and keep in the CPC library for future reference. Carol will add a line in congratulations letters to request before and after photos.

Carol shared 7-page CPA grant agreement, which has received official approval from Town Council. Carol will distribute at end of meeting for reference. Only dates have been changed from standard agreement. Tammy will highlight anything that needs to be filled out (start and end dates, etc.).

Fulvia briefed the committee on some issues regarding the following of historical preservation guidelines. Carol said the Town should continue to monitor how funding is being spent and suggested following up with a letter from Town Council.

Public Forum Preparation:

Carol shared presentation template she and Tammy collaborated on. **Tammy** then walked the committee through each slide to discuss. A poll will be provided for public comment. **Jim Ianiri** suggested that Tammy reach out to Jason McCann about setting up the poll and asking how best to monitor public comment. Tammy expressed concern about how to share multiple screens during virtual forum and **Nathan** suggested using GoToWebinar platform for more extensive functionality. Carol and Tammy will look into it. They'll set up a meeting with Sarah Clarren in Conservation.

Fulvia will ask Friends for before and after photos of carousel window project to illustrate successful projects. **Jim Richman** will ask for Senior Center generator photos and comment. Carol suggested including a breakdown of costs that includes both CPA grant money and money/time voluntarily contributed to complete the project.

Carol will work with Tammy on revising wording and details on some slides. To further personalize, slides about how funds have been used in other towns will be replaced with examples from successful projects here in Hull. A comment from the Housing Authority will also be requested. **Greg** will speak to the Recreation & Conservation Mission Statement. **Fulvia** will add examples of historical buildings here in town where CPA funds could be used.

All committee members will review Considerations slide offline and add any necessary clarifications.

- Applications will be updated to say they *must* include at least three estimates for proposed work. Jim Ianiri proposed

CPC meeting minutes present only a summary of what was discussed. There is also a recording of the August 3, 2020 meeting.

legal language (*unless not feasible...*).

Jim Ianiri proposed squeezing in another meeting before the forum to hold a “dress rehearsal.” Greg suggested 6 p.m. on August 17. Meeting approved.

Nathan suggested trimming slide count to open up the forum to the public sooner and keep them engaged. Carol agreed. Tammy offered to rearrange deck to show certain slides while specific people are talking (for example to show the possible uses of funding for community housing while Jim Richman discusses generator project). She also offered to create an addendum to address any possible questions that may come up during the forum.

Other Business/Announcements:

Carol is going to check in with the *Hull Times* to make sure the forum press release continues to run (it did not appear this week but appeared the previous week).

Tammy asked about approving invoices via e-mail when necessary. Carol confirmed that Tammy has the Committee’s approval to directly send for processing.

VOTE: Jim Ianiri made a motion for Tammy to approve invoices received while CPC is not in session, Greg seconded, and the motion was unanimously approved. Fulvia noted that a liaison confirm that CPC funds are being appropriately used before invoices are paid. Tammy will consult before approving.

Fulvia suggested clarifying the project approval process with clear parameters and deadlines if possible. **Tammy** offered to reach out to Jen Constable to ask how to work more closely to ensure proponents of projects are able to get in front of the board for approval. Greg said the onus is on the proponent to seek approval. Tammy suggested adding clarification to Considerations page presented during forum. Jim Richman asked if he, Tammy, and Carol can meet with Phil and Jen to discuss further.

Adjournment

Jim Richman moved that the meeting be adjourned at 8:13 p.m., seconded by Fulvia Quilici Matteucci, and approved unanimously.

Summary of Motions

VOTE: Greg made a motion to approve payment of Carol Costello’s latest invoice, Jim Ianiri seconded, and the motion was unanimously approved.

VOTE: Jim Ianiri made a motion for Tammy to approve invoices received while CPC is not in session, Greg seconded, and the motion was unanimously approved.

Respectfully submitted by: Karen (Sikola) Kovach