



Approved March 21, 2024

Town of Duxbury Community Preservation Committee

MINUTES OF FEBRUARY 8, 2024

TOWN CLERK
2024 MAR 25 AM 9:40
DUXBURY, MASS.

The Duxbury Community Preservation Committee met remotely and in person at 8:30 a.m. on Thursday, February 8, 2024 in the Town Hall Mural Room.

Members Present: Holly Morris, Chair; Tag Carpenter, Vice-Chair; Kathy Cross, Tony Kelso, David Uitti, Kathy Palmer (video)

Members Absent: Bri Leing and Cynthia Ladd Fiorini

Staff Present: Allison Shane, Principal Assistant and Rene Read, Town Manager

Ms. Morris called the meeting to order at 8:30 a.m.

OPEN FORUM

None

REVIEW OF 2024 TOWN MEETING ARTICLES

Ms. Morris and Ms. Rufo will not be attending Annual Town Meeting on March 9, 2024. Ms. Morris will prepare the CPC PowerPoint presentation. Mr. Carpenter will make the presentation. Ms. Morris reviewed the following CPC Warrant Articles:

Protection of the Historic Green Harbor Trail (Article 17): Ms. Morris reported the Conservation Commission voted to indefinitely postpone this article as more discussion is needed. Mr. Carpenter reported he talked to Bob Hayes, Cemetery Trustee, about the possibility of an easement to preserve the Trail; this would not require Town Meeting approval. The Cemetery Trustees have also hired a landscape architect to assist them in defining potential expansion designs. Ms. Morris inquired if the cemetery has forecasted of how much land they are looking for. Ms. Morris noted that the land consists of marsh and holds two of the Town's drinking wells.

CPC Operating Fund (Article 25): Ms. Morris reported \$140,000 is the requested 10% CPA Operating Fund allocation. Mr. Carpenter asked what the expense ratio is. Ms. Morris does not have the answer and wants to check with Ms. Rufo. Typically, the excess money goes into the administrative account, so there's a historical record.

This article was unanimously approved by CPC members at the January 18 CPC meeting. No further discussion necessary. Mr. Read reported this article was unanimously approved by the Finance Committee and Selectboard.

CPC Allocations (Article 26): Ms. Morris reported \$280,460 is the requested 10% allocation to each of the three CPA designated accounts: Open Space, Historic Preservation, and Affordable Housing.

878 Tremont Street, Duxbury, MA 02332; Telephone: 781-934-1100 x 5471; Fax: 781-934-1137

The mission of the Town of Duxbury is to deliver excellent services to the community in the most fiscally responsible and innovative manner while endeavoring to broaden our sense of community and preserve the unique character of our town.

This article was unanimously approved by CPC members at the January 18 CPC meeting. No further discussion necessary. Mr. Read reported this article was unanimously approved by the Finance Committee and Selectboard.

Conservation Fund (Article 27): Ms. Morris reported \$75,000 is requested from the Open Space account to be transferred to the Duxbury Conservation Fund to return the balance to \$100,000. The funds are used for management of properties, acquiring small parcels of land, creating maps, developing and posting signage, and fencing.

This article was unanimously approved by CPC members at the January 18 CPC meeting. No further discussion necessary. Mr. Read reported this article was unanimously approved by the Finance Committee and Selectboard.

Town Clock (Article 29): Ms. Morris reported a request of \$20,000 to repair and restore the four town clock dials. Mr. Read reported that bids went out yesterday (February 7, 2024) and are due on February 23. Mr. Read also reported this article was unanimously approved by the Finance Committee and Selectboard.

Girl Scout House (Article 28): Mr. Carpenter reported he contacted Doug Friesen who had previously done ADA drawings for the building; unfortunately, Mr. Friesen was unable to find them. Mr. Read reported there is not enough time before Town Meeting to get accurate quotes (this project is subject to fair wage law). Mr. Read also noted the future use of this building is uncertain as the Recreation staff will be relocated once the DPW facility is complete. There was some discussion related to necessary repairs as noted in the inspection report. Once a new Facilities Manager is hired, repairs will be prioritized and addressed as needed.

Ms. Palmer made a motion, seconded by Mr. Uitti, to indefinitely postpone the article. The motion passed 5 to 1 on a roll call vote: Ms. Palmer: yes; Mr. Uitti: yes; Mr. Carpenter: no; Mr. Kelso: yes; Ms. Cross: yes; Ms. Morris: yes. Mr. Kelso requested further discussion after Town Meeting. Mr. Read says yes, once there's a new facilities manager.

DAHT – Temple Street (Article 30): Ms. Morris reported that this article will transfer \$250,000 from the CPA Undesignated Fund to the CPA Affordable Housing Account for Lot 1B at 761 Temple Street.

Open Space & Recreation Plan (OS&RP) (Article 31): Ms. Morris reported that this article requests \$30,000 from the Open Space account to update Duxbury's OS&RP. Mr. Read said there was unanimous support from the Selectboard. Mr. Carpenter asked what happened last time. It was completed in house and it took too long. Ms. Palmer asked if it was required by the state and Ms. Cross said it is not required, but necessary for funding.

This article was unanimously approved by CPC members at the January 18 CPC meeting. Mr. also reported this article was unanimously approved by the Finance Committee and Selectboard.

9:00 a.m. Mr. Kelso left the meeting

9:10 a.m. Mr. Read left the meeting

COMMITTEE UPDATES

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This could be one of Mr. Uitti's last meetings, as his term expires in March.

ADMINISTRATIVE MATTERS

Meeting Minutes: January 4, 2024 Regular Session

Mr. Uitti made a motion, seconded by Mr. Carpenter, to approve the minutes of January 4, 2024, as amended. The motion passed unanimously 5 to 0 on a rollcall vote: Mr. Uitti: yes; Mr. Carpenter: yes; Ms. Cross: yes; Ms. Morris: yes; Ms. Palmer: yes.

Meeting Minutes: January 18, 2024 Regular Session

Mr. Uitti made a motion, seconded by Mr. Carpenter, to approve the minutes of January 18, 2024, as amended. The motion passed unanimously 5 to 0 on a rollcall vote: Mr. Uitti: yes; Mr. Carpenter: yes; Ms. Cross: yes; Ms. Morris: yes; Ms. Palmer: yes.

NEW BUSINESS

Ms. Shane will schedule a CPC meeting for Saturday, March 9 at 8:55 a.m. to address any potential last minute issues that may arise prior to Town Meeting.

ADJOURNMENT

Mr. Uitti made a motion, seconded by Mr. Carpenter, to adjourn the meeting at 9:30 am The motion passed unanimously 5 to 0 on a roll call vote: Mr. Uitti: yes; Mr. Carpenter: yes; Ms. Cross: yes; Ms. Morris: yes; Ms. Palmer: yes.

The next Community Preservation Committee meeting is on March 7, 2024 at 8:30 a.m.

