



DARTMOUTH

MASSACHUSETTS

Community Preservation Committee
400 Slocum Road
Dartmouth, MA 02747
Telephone: 508-910-1868

Howard Baker-Smith, Chairperson
Stuart MacGregor, Vice Chairperson
James Conlin
Michael Mattos
Christina Sewall
John Sousa
Margaret Sweet
Joseph Vieira
Kelly Wilbur

MINUTES
March 7, 2023

The meeting was held in Room 315, Dartmouth Town Hall and called to order at 6:38 P.M.

Members Present: Howard Baker-Smith, Brock Cordeiro, James Conlin, Stuart MacGregor, Christina Sewall, Margaret Sweet, Joseph Vieira (via zoom)

Members Absent: John Sousa, Kelly Wilbur

Chairman Baker-Smith gave an update on the membership by stating that Brock Cordeiro had resigned as the representative for the Housing Authority and Chairman Baker-Smith introduced Michael Mattos who will be replacing Mr. Cordeiro.

Chairman Baker-Smith stated he would like the Boards approval to send Mr. Cordeiro a letter thanking him for his time on the CPC.

Margaret Sweet made a motion for the Chairman to send Mr. Cordeiro a letter thanking him for his time. Stuart MacGregor seconded the motion. The motion passed unanimously.

Minutes:

James Conlin made a motion to approve the minutes of February 7, 2023 as written. The motion was seconded by Christina Sewall. The motion passed unanimously.

Invoices and Correspondence:

Invoice(s)

Invoice #3-3-2023 Dartmouth Heritage Preservation Trust, Inc. reimbursement for kiosks in the amount of \$658.63.

Invoice # 36513 Dartmouth Week for legal ad for Public Hearing in the amount of \$150.00.

Invoice # 2-25-2023 Joseph E. Ingoldspy, ASLA for Dartmouth Heritage kiosks in the amount of \$1769.10

Invoice #1678 Anthony Savastano for conference with Chairman Baker-Smith in the amount of \$55.00.

Motions:

Christina Sewall made the motion to approve Invoice #3-3-2023 in the amount of \$658.63 payable to Dartmouth Heritage Preservation Trust, Inc. The motion was seconded by James Conlin. The motion passed unanimously.

Christina Sewall made the motion to approve Invoice #36513 in the amount of \$150.00 payable to Dartmouth Week. The motion was seconded by Stuart MacGregor. The motion passed unanimously.

Christina Sewall made the motion to approve Invoice #2-25-2023 in the amount of \$1769.10 payable to Joseph E. Ingoldspy, ASLA. The motion was seconded by James Conlin. The motion passed unanimously.

Christina Sewall made the motion to approve Invoice #1678 in the amount of \$55.00 payable to Attorney Anthony Savastano. The motion was seconded by Stuart MacGregor. The motion passed unanimously.

Public Hearing:

Chairman Baker-Smith reviewed the procedure of the Public Hearing, then asked for a motion to open the Public Hearing for the June Funding Round Proposals.

Stuart MacGregor made the motion to open the Public Hearing. The motion was seconded by Margaret Sweet. The motion passed unanimously.

June Funding Round Proposals

Partners in Housing re: Mendes Monterio House

Connie Desbiens, Partners in Housing is here to continue the discussion regarding the request of the \$500,000 for the Mendes Monterio project for the June Town Meeting. Ms. Desbien answered the various questions that CPC had inquired about. (question and answers attached) Ms. Desbiens submitted the project budget to the Committee as she received it late in the day. One of the questions that asked was why the discrepancy between the December 2021 and the March 2023 budget?

Ms. Desbiens gave a summary on this project by stating this project would be for the elderly population who have mental disabilities. The building would be on land owned by the Housing Authority. There would be 4 bedrooms of congregate style housing on one side with shared facilities for kitchen, individual bathrooms, laundry room with a connection for administrative staff and is staffed 24/7. The other side has 6 independent units, each tenant will have their own small apartment.

In 2018 Partners in Housing came before CPC requesting \$500,000 to being this project and it was funded. Brocton allowed Partners in Housing to use their blueprints to get this project started which was a huge savings and we have also applied and received several grants. (See further information in the October 4, 2022 minutes).

Chairman Baker-Smith commented on a few of the questions that were asked and answered one of them was the original amount of units were 8 and increased to 10, Ms. Desbiens agreed. Also, Chairman Baker-Smith asked the status of the 99 year lease between the Housing Authority and Partners in Housing which would begin when they break ground. Chairman Baker-Smith stated if the funds from CPA and the Town (ARPA funds) were not approved this project would not have the funds to continue and Ms. Desbiens agreed. Chairman Baker-Smith questioned, if a restriction was placed that the CPA funds could only be used for construction, would that be manageable, and Ms. Desbiens stated they would work with that.

Chairman Baker-Smith asked for public comments.

David Tatelbaum, Chairman of the Select Board speaking on behalf of the Select Board stated they are and have been in favor of this project. Mr. Tattlebaum spoke on the cost increase, may it be due to COVID and issues with the Project Manager. We (Select Board) have questions and Mr. Tatelbaum reiterated that they are supportive of this project but, there is a process and Shawn MacInnes, Town Administrator has more of the details.

Michael Gagne, President of Partners in Housing spoke on the importance of this project and that the need for housing for the elderly with mental health issues are in demand and that he and Partners in Housing support this project.

Shawn MacInnes, Town Administrator agreed with Mr. Tattlebaum that the Town has been supportive of Partners in Housing and recognizes the need for this project. Mr. MacInnes spoke on the ARPA Funds and that the town does due diligence and ensure all requests are valid and taken into consideration. Cody Haddad, former Assistant Town Administrator has worked with Ms. Desbiens the last couple of years on this project. Mr. MacInnes stated there are items that needs to be addressed ex: the project was proposed and funded, then increased by 50% due to DHCD's recommendation and how was that increase going to be funded? Information received was that construction had increased to \$560,000 and with their request being \$1,000,000 we need to know where the difference of \$440,000 was coming from. Mr. MacInnes continued by stating that the Select Board is also inquiring on who are and how many Dartmouth Residents will benefit from this project? Also, the number of veterans who are residents of the town, how many are clients of DMH and the number of elderly residents who aren't Veterans but clients of DMH. Information is also needed for DHCD and DMH contacts for follow ups.

Chairman Baker-Smith informed the Committee and those in attendance that he recently retired as the Area Regional Director of Mental Health Services. At the time, this project was originally proposed and he sought advice from the Ethics Committee on what his involvement could be. His choices were, to be involved as a CPC Member or step down or be involved as the Area Director, he chose to be involved as a CPC Member. The Chairman did state at times when conversation was directed regarding the project, he would excuse himself and will continue to do so.

Chairman Baker-Smith invited Ms. Desbiens to speak on the budget and address the questions that the Town Administrator had and those that the CPC may have.

Ms. Desbiens stated when we went to the State for funding, and after reviewing what we had and what was applied for, there was a million dollar gap to reach full construction. In the interim, we

were under the impression that we did not have to go out to public bidding under Chapter 149, we do now, which automatically increase all expenses. Ms. Desbiens had not known that every sidewalks, walk ways and every piece of property that is used to get to the building counts towards the square footage costs and when they did the costs per unit that was not included. Ms. Desbiens did state that when they applied for funding, 70% of Dartmouth Residents would be guaranteed first preference.

Margaret Sweet, stated although she is a proponent for elderly housing, she feels the cost for 10 units is high.

Ms. Desbiens agrees that the cost is high, but explained that ADA requirements is the one of the expensive pieces of the project.

Michael Mattos, Chairman of the Housing Authority was informed that he would be able to vote on this project whereas he is a representative of another agency and this would not be a conflict of interest.

Mr. Mattos stated he is also Executive Director of Affordable Housing, and explained that any delay in projects the costs do go up. If the Housing Authority hadn't committed the funds or not have gone after the MassWorks dollars, the gap wouldn't be half a million dollars it would be a million and a half dollars. Mr. Mattos supports this project and the more delays, the costs increases.

After discussion regarding the costs, Ms. Desbiens reviewed the budget and explained the soft costs and that the funding sources was on the back side of the budget that was submitted. Ms. Desbiens did again state that a million dollars is needed to finish this project.

Chairman Baker-Smith commented on the DHCD ARPA, and where does the Towns ARPA funds come in.

Ms. Desbiens stated that the DHCD informed them that there may be some ARPA funds allocated at the State level available and if so that is what we would be asking them for. If we received ARPA funds from the Town, Ms. Desbiens isn't sure but suggests those State level funds would be not allocated for this project.

At 7:50 PM, Chairman Baker-Smith asked for a motion to close the Public Hearing.

Margaret Sweet made the motion and James Conlin second the motion. The motion passed unanimously.

Recommendations for June Town Warrant Articles:

The project that will be considered is the Mendes Monteiro House.

Chairman Baker-Smith reviewed the Project Warrant Template, CPA Reserves Warrant Template and the CPC Budget Template. Also, Chairman Baker-Smith reviewed the CPC Revised Annual Budget for FY24, FY24 Budget Projections and the Administrative Budget. (See attached)

After discussion, although the costs are high, the Committee agrees that this is a great project and supports it.

Chairman Baker-Smith stated that there will be two votes, one for the project and the other will be a project agreement for any conditions that are added.

Chairman Baker-Smith asked for a motion for the funding/recommendation on this project.

Stuart MacGregor made the motion to appropriate \$250,000 from the Housing Reserve and \$250,000 from Unrestricted Funds for Partners in Housing Project all in accordance with the terms and conditions of the Community Preservation grant agreement in reference with the Community Preservation FY24 Budget. Joseph Vieira seconded the motion. The motion passed 6-1 opposed.

Discussion on whether a condition that designated the funds approved were for construction only.

Ms. Desbiens stated, regarding using the funds for construction, this \$500,000 would be used for construction costs of the building, if we do not get that far in this project, CPC gets refunded.

Chairman Baker-Smith asked for a motion that the funds be for construction costs only.

Stuart MacGregor made the motion and James Conlin seconded. The motion passed unanimously.

Budget:

Chairman Baker-Smith reviewed the Administrative Budget line by line and asked for a motion to set aside \$35,000 from FY24 CPA revenue for administrative expenses.

Stuart MacGregor made the motion to see if the Town will vote to appropriate from FY24 Community Preservation Fund Annual Revenues in the amount of \$35,000 for administrative expenses as referenced in the Community Preservation Fiscal Year 2024 budget. Christina Sewall seconded the motion. The motion passed unanimously.

Chairman Baker-Smith reviewed the Project Reserves FY23 and asked for a motion to add \$12, 200 to the Housing Reserve and \$12,200 to the Historic Preservation Reserve.

Stuart MacGregor made the motion to add \$12, 200 to the Housing Reserve budget and \$12,200 to the Historic Preservation Reserve budget. Margaret Sweet seconded the motion. The motion passed unanimously.

Chairman Baker-Smith reviewed the Project Reserves FY24 and asked for a motion.

Stuart MacGregor made the motion to see if the Town will vote to appropriate from FY24 Community Preservation Fund Annual Revenues in the amount of \$110,000 for each of the three categories: Housing, Historic and Open Space. James Conlin seconded the motion. The motion passed unanimously. (Budget available upon request)

Chairman Baker-Smith asked for a motion to amend FY24 to revise the Housing Reserve from \$110,000 to 0.

Margaret Sweet made the motion to amend FY24 to revise the Housing Reserve from \$110,000 to 0. The motion was seconded by Christina Sewell. The motion passed unanimously.

Project Update: Dias Landing

Chairman Baker-Smith gave an update on the project regarding the MOU between Park and Recreation and Waterways regarding parking. The Park department responded to the MOU by stating they would like reimbursement of the facilities re: bathrooms, trash etc. Also, the MOU should be contingent on the number of boat slips and skiffs not exceeding one hundred. Chairman Baker-Smith stated that Waterways questioned those two (2) conditions. Waterways also stated their parking are is under the State Access Board and they have the authority to review and set pricing. Waterways questioned whether it is necessary to be that formal.

Joe Vieira a member of the Parks and Recreation stated that the Board received the MOU and discussed it with the members of the board and realized they are an Enterprise Fund. The Board reviewed it, revamped it and sent it back to Waterways.

Tim Lancaster, Director of Parks and Recreation gave an update stating the Park Department met October 11, 2022 and the MOU was sent back to Waterways prior to the October 18, 2023 Town Meeting so the Park Department would not hold up their project. The Park Department did not hear from Waterways until January, when Kevin Murphy a member of the Waterways contacted Mr. Lancaster and requested a meeting with the Park Board. Mr. Murphy came to the January Park Department meeting and raised his concerns. Mr. Lancaster informed the Committee that Parks and Recreation are the infrastructure over the landing. The Park Department took over the trash, maintain the landing, mowing the lawn, pay for water and sewer and the boaters also use the bathroom facilities. Mr. Lancaster also stated, with this new facility, it will generate more usage and more people which is creating more work, and there has been no conversation on how this is going to be handled. The Park Department has tried to meet and do whatever we could to resolve this issue without any cooperation from Waterways and maybe it is time to get the Town Administrator involved.

Chairman Baker-Smith stated that the CPC should not have any influence over this and that this is not their job, the Committee agreed.

Update on Archaeological Survey:

Chairman Baker-Smith asked for an update on the Archaeological Reconnaissance Survey from Christian Sewall, Co-President of the Historic Committee.

Ms. Sewall stated that the contract has been signed. A group met yesterday and reviewed old maps, and talked about what we want to focus on moving forward. A list of different sites has been generated and some visited and local Historians have contributed information.

Update on CPA 20th Anniversary:

Chairman Baker-Smith updated the Committee by informing them that DCTV is assisting documenting the 20 years of CPA. Information has been given to them, re: Dutch Belt Farm, Akin House, Russells Mills Library, Veterans Housing and will review Form B's. Chairman Baker-Smith also stated that he and James Conlin will be going to different areas and take photographs.

Chairman Baker-Smith stated that the next CPC meeting is April 4, 2023.

Chairman Baker-Smith asked for a motion to adjourn.

At 9:00 P.M. James Conlin made the motion to adjourn. Joseph Vieira seconded the motion. The motion passed unanimously.

Respectfully submitted,

*Michelle Vieira, Clerk
Community Preservation Committee*

A handwritten signature in black ink that reads "Howard Baker-Smith". The signature is written in a cursive style with a horizontal line underneath the name.

*Howard Baker-Smith, Chairman
Community Preservation Committee*