



Office of The
Community Preservation Committee
Town Hall, 10 Central Street, Manchester-by-the-Sea, MA 01944-1399

Meeting of the Community Preservation Committee – January 16, 2025 – Virtual. Meeting was recorded.

Present: Co-Chair Jack Burke, Co-Chair Joan McDonald (unable to comment because of technical difficulties), Members Joe Sabella, Dean Nahatis, Sara Oseasohn, Beth Heisey, Christopher Olney, Muffin Driscoll
Absent: Rosemary Costello
Staff Present: Helene Shaw-Kwasie, CPC Clerk

Co-Chair Burke called the meeting to order at 5:30 p.m. via Zoom. The meeting was recorded.

Review and approve previous minutes

Upon motion made by Ms. Heisey and seconded by Mr. Olney, by roll call vote with Co-Chairs Jack Burke and Joan McDonald, Members Joe Sabella, Dean Nahatis, Beth Heisey, Christopher Olney, Sara Oseasohn voting in the affirmative, and Muffin Driscoll abstaining, it was voted to approve the minutes of December 19, 2024.

-Opening Comments

Mr. Burke reported that Mrs. Heisey will be leaving the Housing Authority at the end of May and therefore the CPC.

Discussion and voting on applications

The purpose of this meeting is to vote on the applications before the CPC.

Recreation

Singing Beach Bathhouse/FY25 funds

Mr. Nahatis said the bathhouse should be the priority and if necessary the Mobility Mat would be on hold.

Mr. Burke said there is no need to hold. Any request for increase in funds needs to be done before town meeting warrant. We can only drop the amount

Lifeguard Chair/FY 25 funds

Mobility Mat/ FY 25 funds

Upon motion made by Ms. Oseasohn and seconded by Ms. Driscoll, by roll call vote with Co-Chairs Jack Burke and Joan McDonald, Members Joe Sabella, Dean Nahatis, Beth Heisey, Christopher Olney, Sara Oseasohn and Muffin Driscoll voting in the affirmative, it was voted to approve

\$50,000 for Singing Beach Bathhouse, \$4,500 for Lifeguard Chair, and \$2,600 for a Mobility Mat, all from Fiscal '25 funds.

Mr. Sabella requested that there be a plaque on the lifeguard chair that it came from the CPC

Community Housing

MAHT

Upon motion made by Ms. Heisey and seconded by Ms. McDonald, by roll call vote with Co-Chairs Jack Burke and Joan McDonald, Members Joe Sabella, Dean Nahatis, Beth Heisey, Christopher Olney, Sara Oseasohn and Muffin Driscoll voting in the affirmative, it was voted to approve \$200,000 for the Manchester Affordable Housing Trust.

Mr. Burke will request that the CPC amend the vote to use existing funds.

Historic Preservation

Rotunda Restoration

Restoration of Historic Police Dept photos/FY 25 funds (subject to HDC approval)

Cemetery Restoration/ FY25 funds

Library Window Restoration /FY 25 Funds

Upon motion made by Ms. Heisey and seconded by Ms. McDonald, by roll call vote with Co-Chairs Jack Burke and Joan McDonald, Members Joe Sabella, Dean Nahatis, Beth Heisey, Christopher Olney, Sara Oseasohn and Muffin Driscoll voting in the affirmative, it was voted to approve \$300,000 for Rotunda Restoration; \$35,000 for Cemetery Restoration from Fiscal '25 funds; \$5,000 for Restoration of Historic Police Dept photos from Fiscal '25 funds (subject to HDC approval); \$50,000 for Library Window Restoration from Fiscal '25 funds.

Mr. Burke will ask Ms. Costello to send an email regarding the Police photos.

Historic streetlamps/ Vote to Pass over as ineligible

Upon motion made by Ms. Heisey and seconded by Ms. McDonald, by roll call vote with Co-Chairs Jack Burke and Joan McDonald, Members Joe Sabella, Dean Nahatis, Beth Heisey, Christopher Olney, Sara Oseasohn and Muffin Driscoll voting in the affirmative, it was voted to pass over as ineligible the request for funding for Historic streetlamps.

Administration Funds

Upon motion made by Ms. Heisey and seconded by Ms. McDonald, by roll call vote with Co-Chairs Jack Burke and Joan McDonald, Members Joe Sabella, Dean Nahatis, Beth Heisey, Christopher Olney, Sara Oseasohn and Muffin Driscoll voting in the affirmative, it was voted to approve \$25,000 for Administrative Funds.

Mr. Burke noted that in 2026 there will be the revision of the Five Year Plan.

Mr. Olney reported that the Housing Production Plan is updated every 5 years, the next revision is due in 2025. Town Planner Resnick said he would ask Karen Soderberg to do the updating.

Ms. Oseasohn will update the spread sheet. Mr. Burke will place a holder for Soderberg with existing funds. Mr. Resnick will apply under Community Housing. It will need to be a line item on the Select Board agenda.

Other Discussion regarding funding requirements if any

Mr. Nahatis and Mrs. Heisey reported on the Powder House Hill access parking easement . Mr. Nahatis heard from the Town Engineer that the survey showed the conceptual parking area was in a wetlands buffer, and that the site was being reevaluated due to the MBTA zoning change. Mrs. Heisey said that Powder House Hill is not itself accessible so the parking will not be handicap. The Housing Authority is waiting for a survey of the entire property.

Mr. Burke said work is still being done on Seaside One HVAC and the cemeteries.

Presentation of approvals to SB and FinCom prior to Warrant Closing

The next CPC meeting will be February 20 and March 20.

Minutes from the previous meeting

Upon motion made by Mr. Burke and seconded by Mr. Nahatis, it was voted to approve the Minutes of December 19, 2025 as edited.

Next Meetings: Feb. 2/20 (holiday week) or 2/27; March 3/20 or 3/27.

April Town meeting is scheduled for 4/28.

Adjourn

Upon motion made by Ms. Driscoll and seconded by Ms. McDonald, it was voted by roll call vote to adjourn. Adjourned at 6:06 p.m.

Submitted,

Approved by CPC on February 20, 2025

Helene Shaw-Kwasie
CPC Clerk

Documents used at meeting: Minutes of December 19, 2024.
Spreadsheet prepared by Ms. Oseasohn.