

# Town of Brewster

2198 Main St., Brewster, MA 02631

bppc@brewster-ma.gov

(508) 896-3701

## Bay Property Planning Committee Meeting Agenda 2198 Main Street, Brewster, MA 02631 February 27, 2024 at 4:00 PM

### Members:

Amanda Bebrin,  
Chair  
(At Large)

Katie Miller Jacobus,  
Vice Chair  
(At Large)

Karl Fryzel,  
Clerk  
(At Large)

Mary Chaffee,  
Select Board

David Whitney,  
Select Board

Patricia Hughes,  
Natural Resources  
Commission

Peter Johnson,  
At Large

Caroline McCarley,  
At Large

Clare O'Connor-  
Rice, At Large

John Phillips,  
At Large

Tom Wingard,  
Recreation  
Commission

### Town Staff:

Peter Lombardi,  
Town Manager

This meeting will be conducted in person at the time and location identified above. This means that at least a quorum of the members of the public body will attend the meeting in person and members of the public are welcome to attend in person as well. **As a courtesy only, access to the meeting is also being provided via remote means in accordance with applicable law. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast or affect remote attendance or participation, unless otherwise required by law.** Members of the public with particular interest in any specific item on this agenda, which includes an applicant and its representatives, should make plans for in-person vs. virtual attendance accordingly.

Members of the public who wish to access the meeting may do so in the following manner:

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84863561303?pwd=bjhQazV3Y0NaN0dESk1LUmxmbGJCdz09>

Passcode: 893744

US: +1 312 626 6799 or +1 929 436 2866 Webinar ID: 848 6356 1303 Passcode: 893744

When required by law or allowed by the Chair, persons wishing to provide public comment or otherwise participate in the meeting, may do so by accessing the meeting remotely, as noted above. Additionally, the meeting will be broadcast live, in real time, via **Live broadcast** (Brewster Government TV Channel 18), **Livestream** ([livestream.brewster-ma.gov](http://livestream.brewster-ma.gov)), or **Video recording** ([tv.brewster-ma.gov](http://tv.brewster-ma.gov)).

Please note that the Committee may take official action, including votes, on any item on this agenda.

1. Call to Order
2. Declaration of a Quorum
3. Meeting Participation Statement
4. Recording Statement: As required by the Open Meeting Law we are informing you that the Town will be video and audio taping as well as broadcasting this public meeting. In addition, if anyone else intends to either video or audio tape this meeting they are required to inform the Chair.
5. Public Announcements and Comment: Members of the public may address the Committee on matters not on the meeting's agenda for a maximum of 3-5 minutes at the Chair's discretion. The Committee will not reply to statements made or answer questions raised during public comment but may add items presented to a future agenda.
6. Follow-up on February 15 Community Forum
7. Discuss Future Public Access to the Property
8. Discuss Committee Activities in Advance of Town Meeting
9. Discuss and Vote on Proposed Summer 2024 Brewster Community Pool Program
10. Update on Shooting Range Remediation
11. Review and Vote on Draft Annual Town Report
12. Review Upcoming Approved Interim Uses and Vote on Proposed New Interim Uses
13. Vote on Meeting Minutes: January 9 and January 23, 2024
14. Discuss Future Meeting Agenda Items
15. Next Meetings: March 12 and March 26, 2024
16. Matters Not Reasonably Anticipated by the Chair
17. FYIs
18. Adjournment

**Date Posted:**

02/20/2024

**Date Revised:**

**Received by Town Clerk:**

# WELCOME!

## Town of Brewster Sea Camps Community Forum 4

February 15, 2024

REED HILDERBRAND

WXY

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# TODAY'S AGENDA

## Orientation (10 min)

- Introduction
- Where We Left Off

## Pond Property (30 min)

- Final Comprehensive Plan
- Phasing and Cost Information

## Bay Property (45 min)

- Final Comprehensive Plan
- Phasing and Cost Information

## Q&A (30 min)

## Conclusions & Next Steps (5 min)

### Today's Speakers:



Peter Lombardi  
Town Manager



Donna Kalinick  
Assistant Town Manager



Amanda Bebrin  
Chair, Bay Property  
Planning Committee



Doug Wilcock  
Chair, Pond Property  
Planning Committee



Jill Scalise  
Housing Coordinator



Mark Nelson  
Horsley Witten



Ned Chatelain  
Chair, Select Board



Katie Miller Jacobus  
Vice Chair, Bay Property  
Planning Committee  
Chair, Brewster School  
Committee



Griffin Ryder  
Director of Public Works



Elizabeth Randall  
Reed Hilderbrand



Madeleine Aronson  
Reed Hilderbrand

# INTRODUCTION

## Amanda Bebrin- BPPC Chair

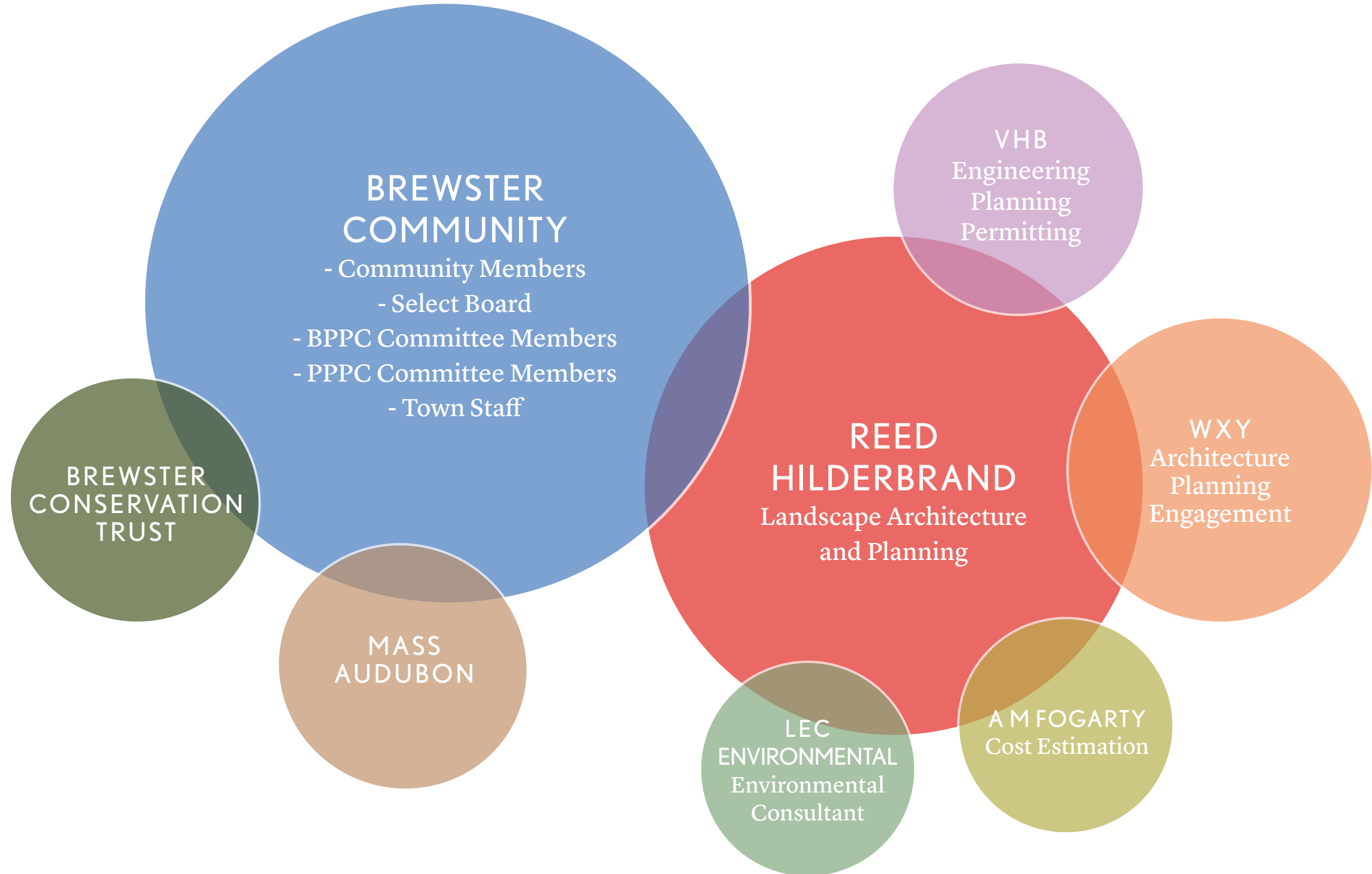


# INTRODUCTION

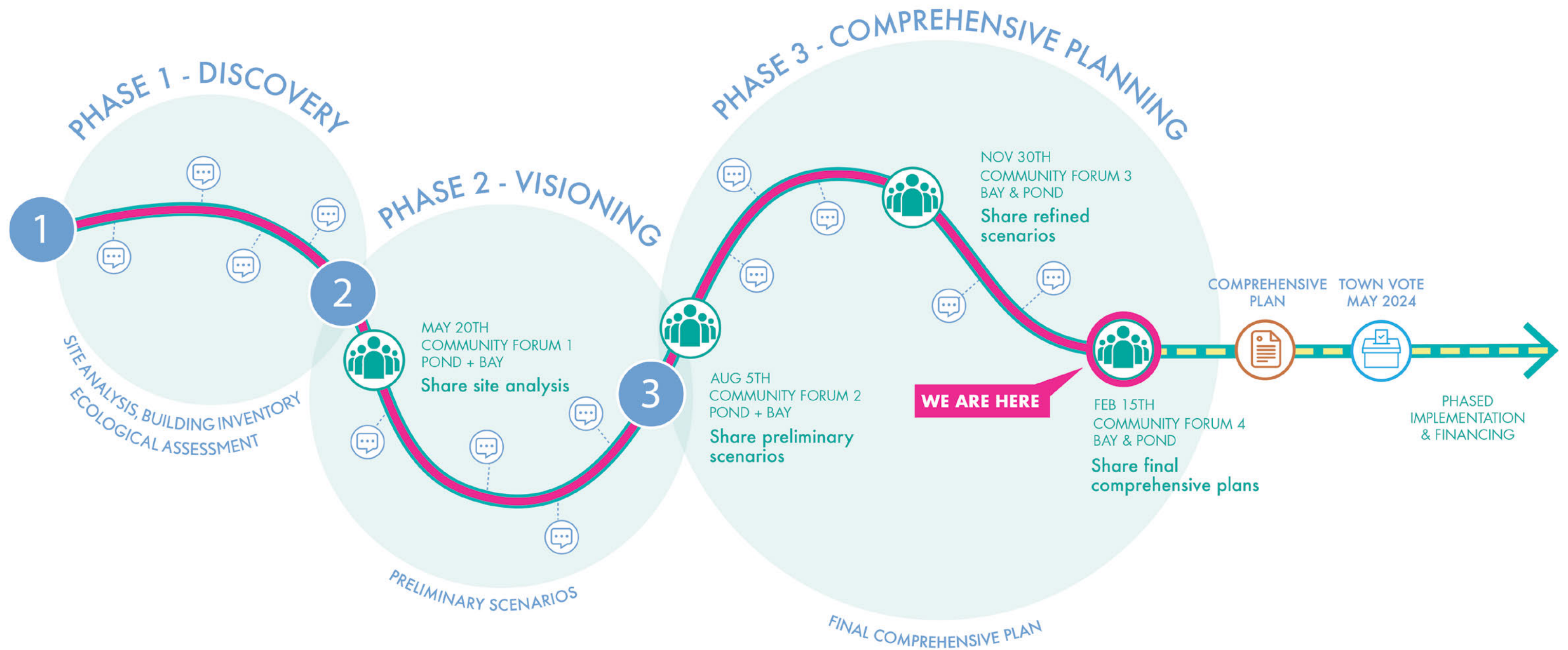
## Doug Wilcock- PPC Chair



# MEET OUR TEAM



# WHERE WE ARE IN THE PROCESS



# FEEDBACK FROM RESIDENTS



~ 400  
COMMUNITY  
FORUM ATTENDEES

1,367  
SURVEYS  
COMPLETED



~ 400  
COMMUNITY  
FORUM ATTENDEES

875  
SURVEYS  
COMPLETED



~ 250  
VIRTUAL FORUM  
ATTENDEES

120  
EMAIL  
RESPONSES



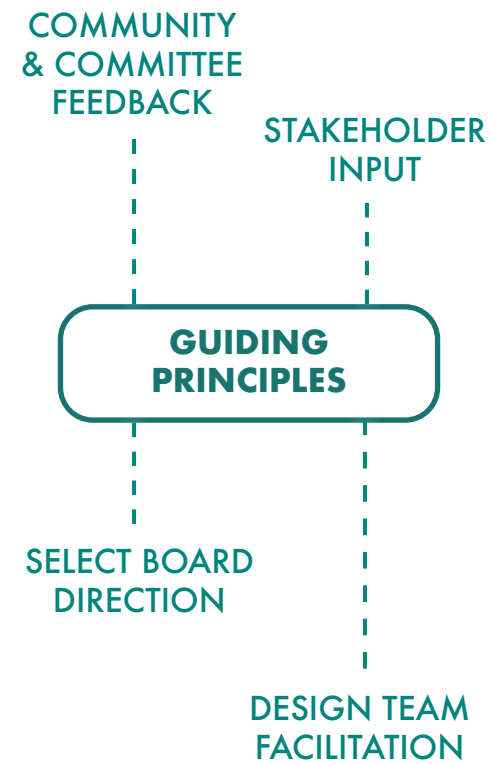
# PATH TO DESIGN

Community-led Decisions

## COMMUNITY OUTREACH



## DISTILLED COMMUNITY FEEDBACK



## PLANS THAT REFLECT TOWN GOALS & COMMUNITY VALUES



# WHAT ARE OUR GOALS FOR TODAY?

- 1 Share final comprehensive plans and address key questions from the community
- 2 Explain preliminary phasing plans and cost estimate information
- 3 Answer your questions

# WHAT WE HEARD

Key Takeaways about Both Properties

Overall, the plans are great!

How would a **wastewater treatment plant** work? Who would it serve, what would it look like?

**Housing** should be on at least one of these properties.

The **Mass Audubon** partnership is exciting but how would it work? Would there be a membership cost to residents? Would the properties always be accessible to the public? What is Mass Audubon paying to the Town?

I'm glad we are **balancing** reuse of existing buildings with demolishing buildings that would be too expensive to renovate.

These plans will **cost** a lot. How will we pay for this? Can **phasing** help manage costs? How will this impact my **taxes**?

I support the proposed **conservation areas** and the prioritization of **ecological restoration**.

I prefer the **denser housing** options. The town needs these units.

I'm excited about the various **recreational opportunities** on both plans!

# POND PROPERTY

# POND PROPERTY



# WHAT WE HEARD

## Pond Property

I support **walking trails, public beach access, and a Mass Audubon** partnership!

I support **housing** here as long as **wastewater treatment** can address water quality concerns.

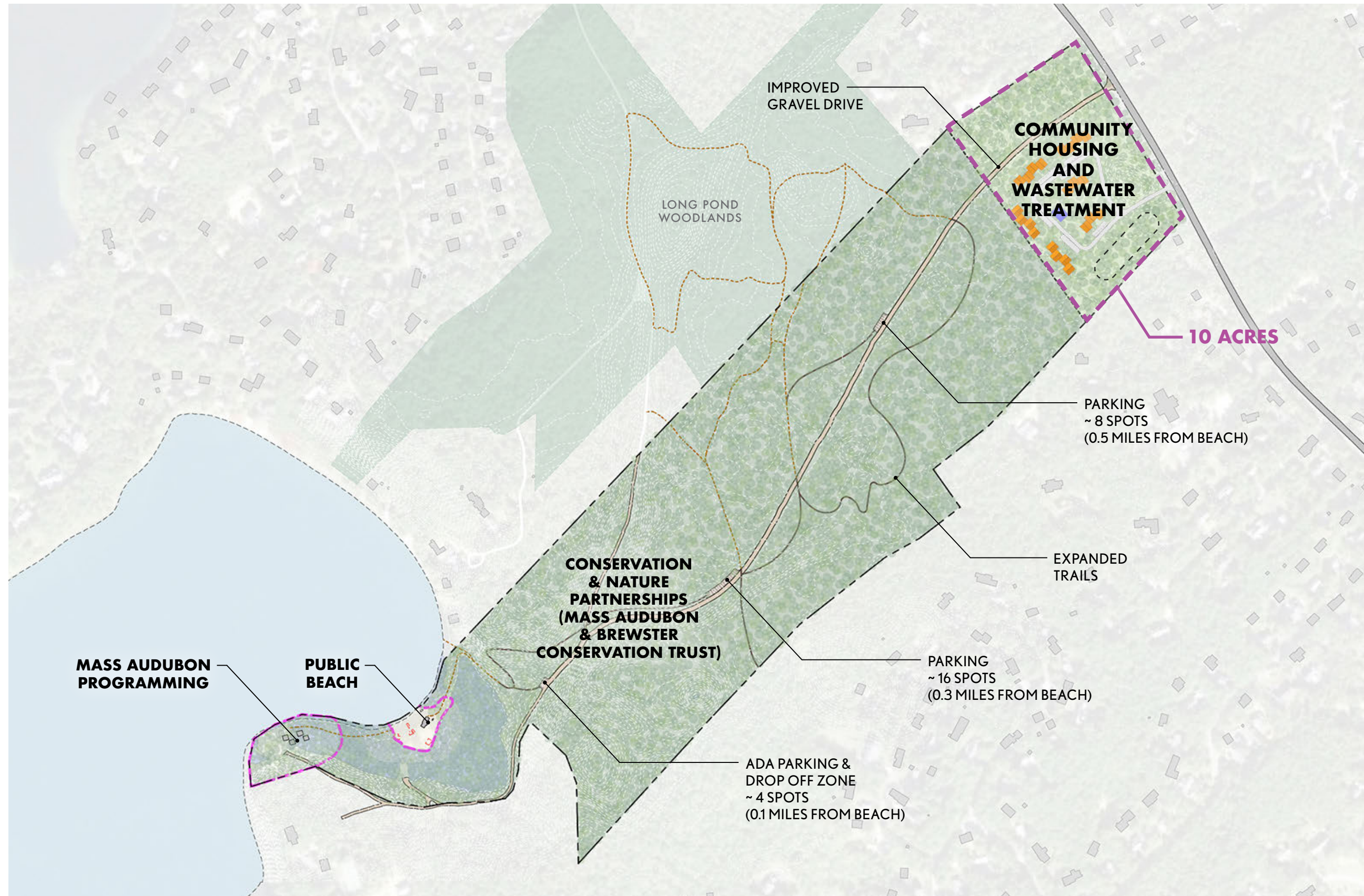
I'd like to avoid **housing** in the **Zone II**. I'm concerned it will impact the town's drinking water supply and the watershed to Long Pond.

I want to make sure the beach is **universally accessible** for all.

Will **housing** impact **water quality** if a water treatment plant is introduced? Would a **wastewater treatment plant** have an odor and what does it look like?

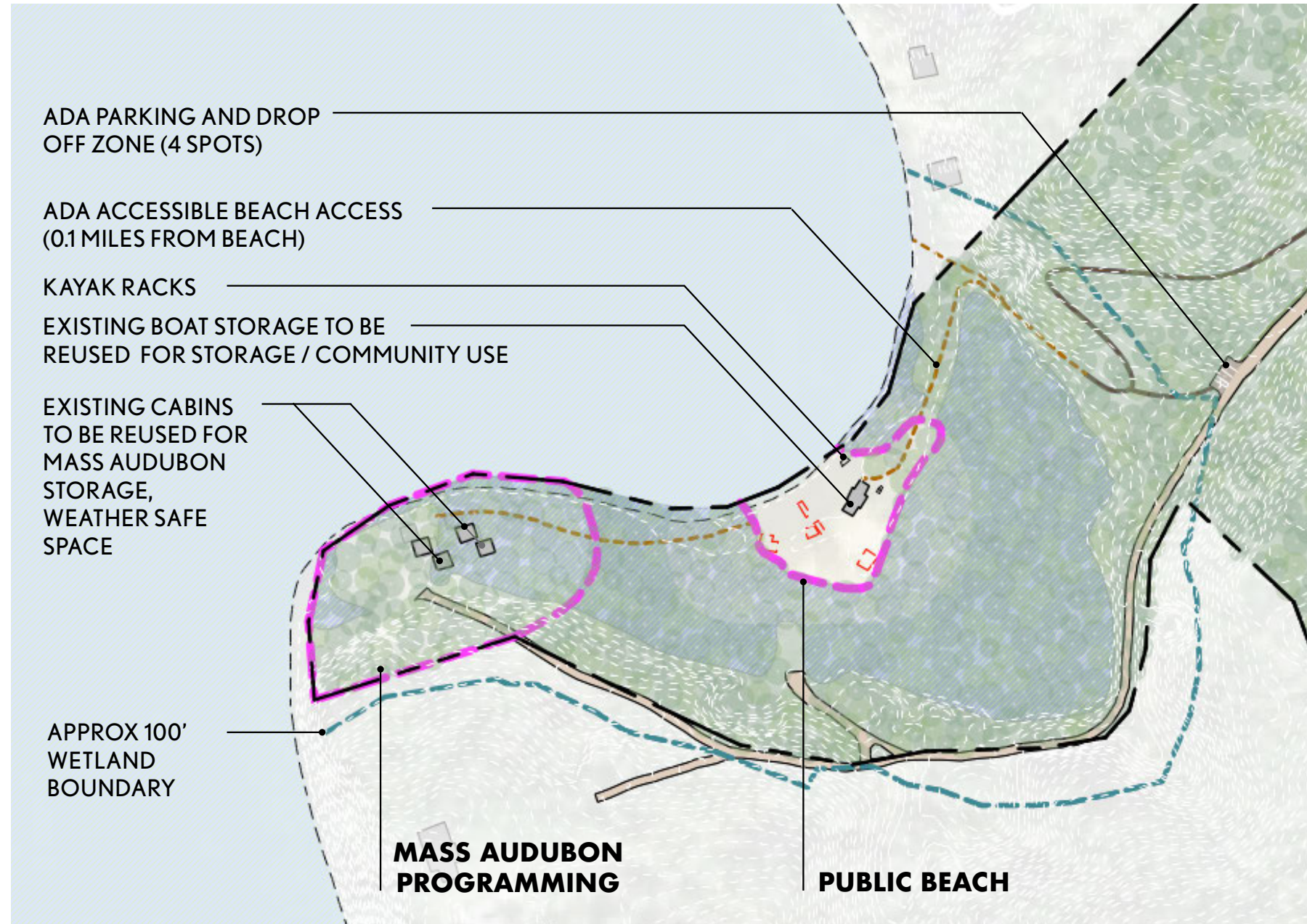
# PROPOSED POND PROPERTY PLAN

## Overall Plan



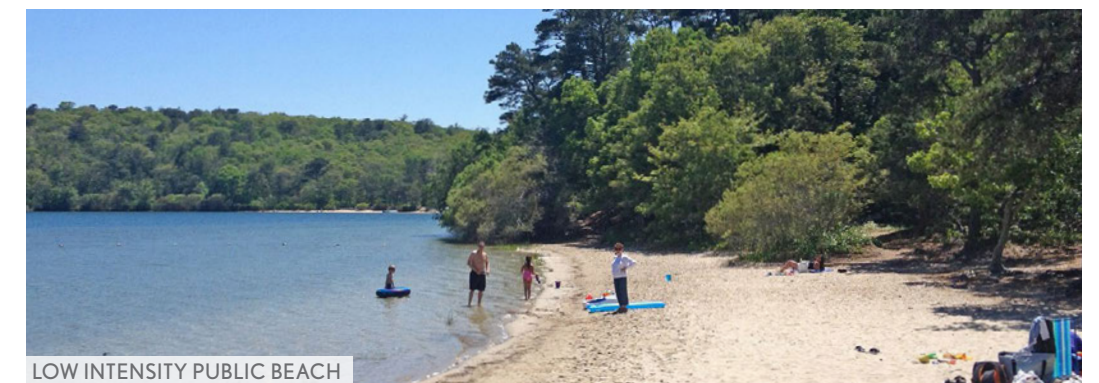
# PROPOSED POND PROPERTY PLAN

## Enlarged Beach Access Area



### Mass Audubon desired programs:

- Small seasonal day camps
- Adult nature study workshops
- Field trips for Wellfleet Bay camp
- Afterschool programs
- Guided walks
- Kayak trips
- Partner with Recreation Department on children's and adult programming





# HOUSING AND WASTEWATER TREATMENT

# POND PROPERTY - LAND USE CONTEXT



Residential communities exist along both sides of Route 137 and surround the northern section of the Long Pond Property.

The property is also partially adjacent to Long Pond Woodlands, a town-owned 41-acre conservation restriction area held by Brewster Conservation Trust.

# HOUSING

## Town Context

- The Town Warrant article to purchase the properties approved at Town Meeting included “community housing” as a Potential Town Use for both properties and specifically mentioned “Appropriately scaled community housing near Route 137” as a potential use for the Pond Property in the Voter Information.
- The Town, through our community engagement process, determine housing should be included on at least one of these properties.
- Providing affordable and attainable housing is supported by the Town Vision Plan, the Local Comprehensive Plan, the Housing Production Plan, and the Select Board Strategic Plan, evidencing widespread conceptual support among the community.
- Massachusetts has established a 10% Statutory Minimum for affordable housing in every municipality through Massachusetts General Laws Chapter 40B, Sections 20-23.

# HOUSING GOALS

Massachusetts Affordable Housing Statutory Standards

## **How many total units does the Town need to fulfill the 10% State Statutory Minimum?**

517 Subsidized Housing Inventory (SHI) units

## **What other affordable housing developments in Town are in progress, and how many units are they contributing?**

45 units have been permitted for Spring Rock Village off Millstone Road. Two Habitat for Humanity homes are under construction on Phoebe Way. These affordable units are already included in Brewster's current 372 SHI units (7.2% SHI).

## **How many more housing units does the Town need to meet the state's 10% threshold?**

145 affordable units. The proposed unit number is illustrative based on the site area. The actual number of units will be determined through the feasibility and RFP phases.

## **How many total SHI units does the Town currently have?**

The Town currently has 372 units (7.2%) on its Subsidized Housing Inventory (SHI).

# HOUSING GOALS

Massachusetts Affordable Housing Statutory Standards

## **Is there a specific timeframe to meet the 10% standard?**

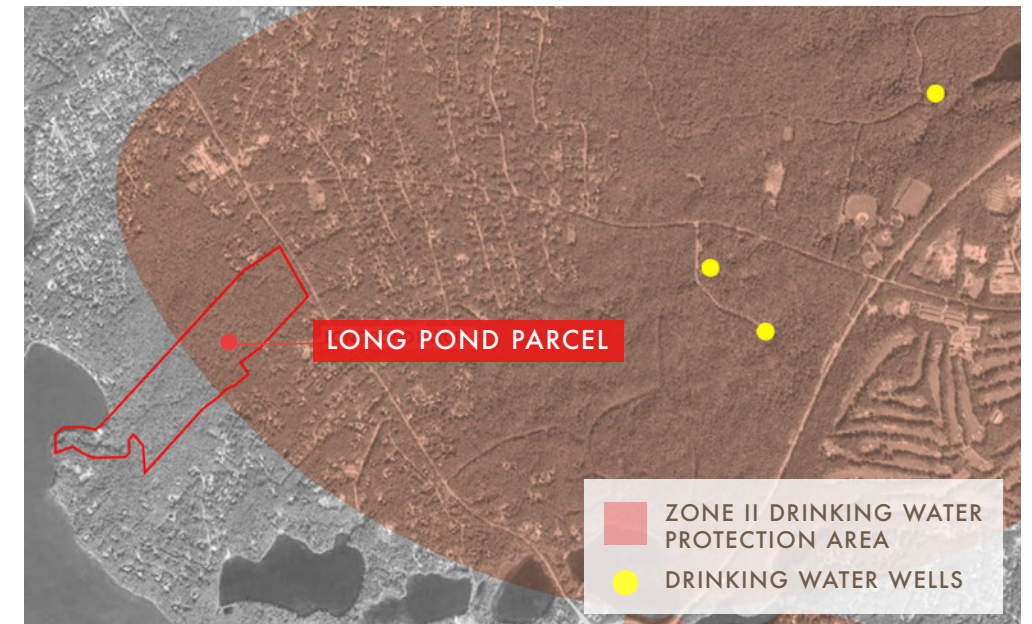
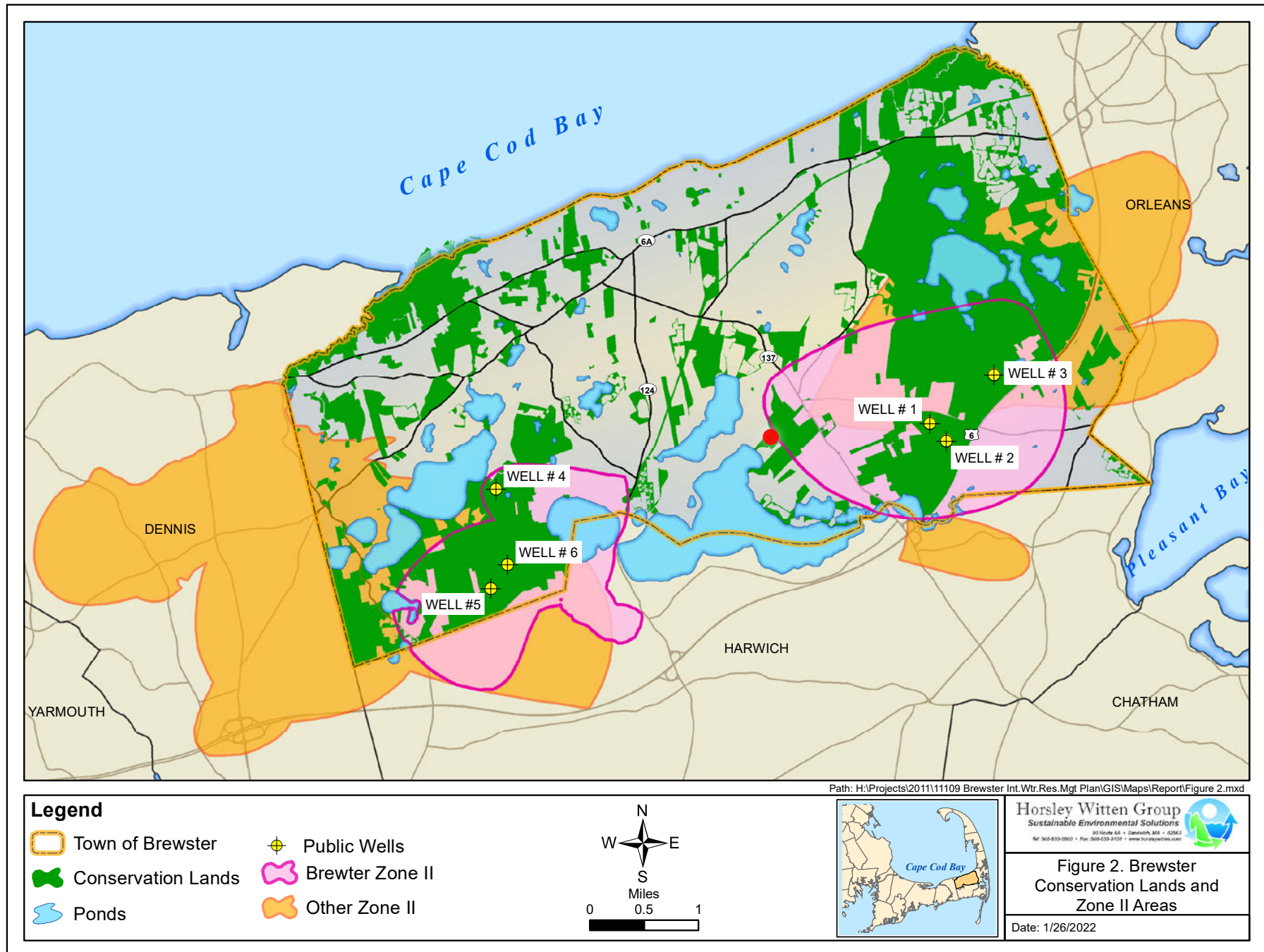
No, however, Brewster has a state approved and certified Housing Production Plan with strategies to work towards the 10% statutory minimum. Brewster's Local Comprehensive Plan aspires to attain the 10% goal by 2029. Housing affordability challenges in Brewster have significantly increased in the past 3-5 years.

## **Are there consequences for not meeting the threshold?**

Yes, when towns are below the 10% minimum threshold, they lose some local control over permitting and design of affordable housing projects.

# POND PROPERTY - WATER QUALITY AND WASTEWATER TREATMENT

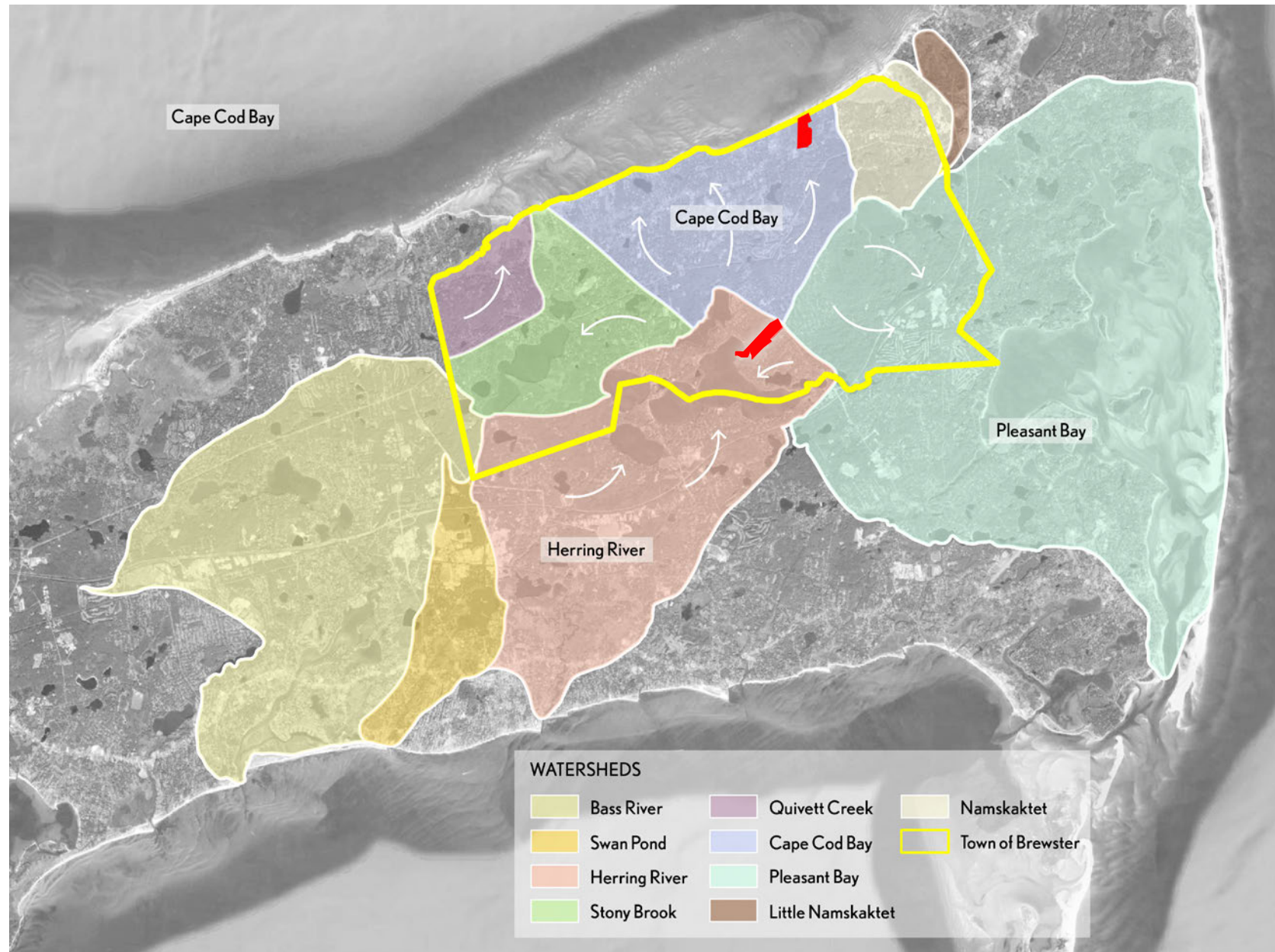
## Zone II



- Areas that contribute groundwater to the Town's public drinking water wells are known in Massachusetts as Zone II's, or wellhead protection areas
- A portion of the Long Pond property is on the edge of a Zone II, approximately 1 mile from the nearest Town well off Freemans Way
- There are currently about 900 developed residential properties in this Zone II
- Introduction of a new wastewater treatment plant on the Pond Property would improve overall Zone II water quality

# POND PROPERTY - WATER QUALITY AND WASTEWATER TREATMENT

## Regional Watershed



- Introduction of a new wastewater treatment plant on the Pond Property would also improve overall Long Pond & Herring River water quality
- Brewster has an Integrated Water Resource Management Plan which addresses our long-term wastewater needs and plans across the entire community
- The primary focus in past decade has been on Pleasant Bay Watershed – Brewster shares a permit with Orleans, Harwich, and Chatham that includes certain nitrogen mitigation requirements over the next 20 years
- MA Dept of Environmental Protection issued changes to Title V regulations and implemented new Nitrogen Sensitive Watershed regulations in July 2023 that impact wastewater planning across the Cape
- The Pond Property falls within the Herring River Watershed – stormwater runoff from the property flows to Long Pond and eventually to the Herring River in Harwich
- Brewster plans to develop a Herring River Watershed Permit by 2030 and expects any new development in this area will require 100% nitrogen offset
- The Pond Property is uniquely situated to potentially locate a small wastewater treatment plant that could accommodate new housing buildout and replace traditional septic systems in some adjacent neighborhoods

Text credit: Town of Brewster Integrated Water Resource Management Plan, Horsley Witten Group

# POND PROPERTY - WATER QUALITY AND WASTEWATER TREATMENT

## Key Questions

### **Who would the wastewater treatment plant serve?**

It would serve the housing development on the Pond Property and eventually connect to other residences in the surrounding neighborhoods to replace traditional septic systems.

### **Does a wastewater treatment plant conflict with Zone II Regulations?**

No, Zone II does not restrict building housing or a wastewater treatment plant but it does limit the amount of nitrogen that can be discharged from a septic system. A proposed treatment plant would help with this.

### **What types of chemicals would it treat?**

It would provide treatment for nitrogen and phosphorus that can impact the Herring River and Long Pond and can also remove bacteria and viruses. Advanced technologies are available to treat other chemicals. The cost of these treatment options would be evaluated during the conceptual design phase.

### **Would it have a negative environmental impact?**

No. Introduction of new wastewater treatment would improve overall Long Pond and Herring River water quality.



# POND PROPERTY - WATER QUALITY AND WASTEWATER TREATMENT

## Key Questions

### **Would the wastewater treatment plant have an odor or a sound? What would it look like?**

The wastewater treatment plant would be underground, and may be located either under a lawn or partial parking area. It would not have an odor or a sound.



Comparable wastewater treatment plant at Maplewood Senior Living facility on Route 124

# POND PROPERTY - HOUSING ILLUSTRATIVE SCENARIO

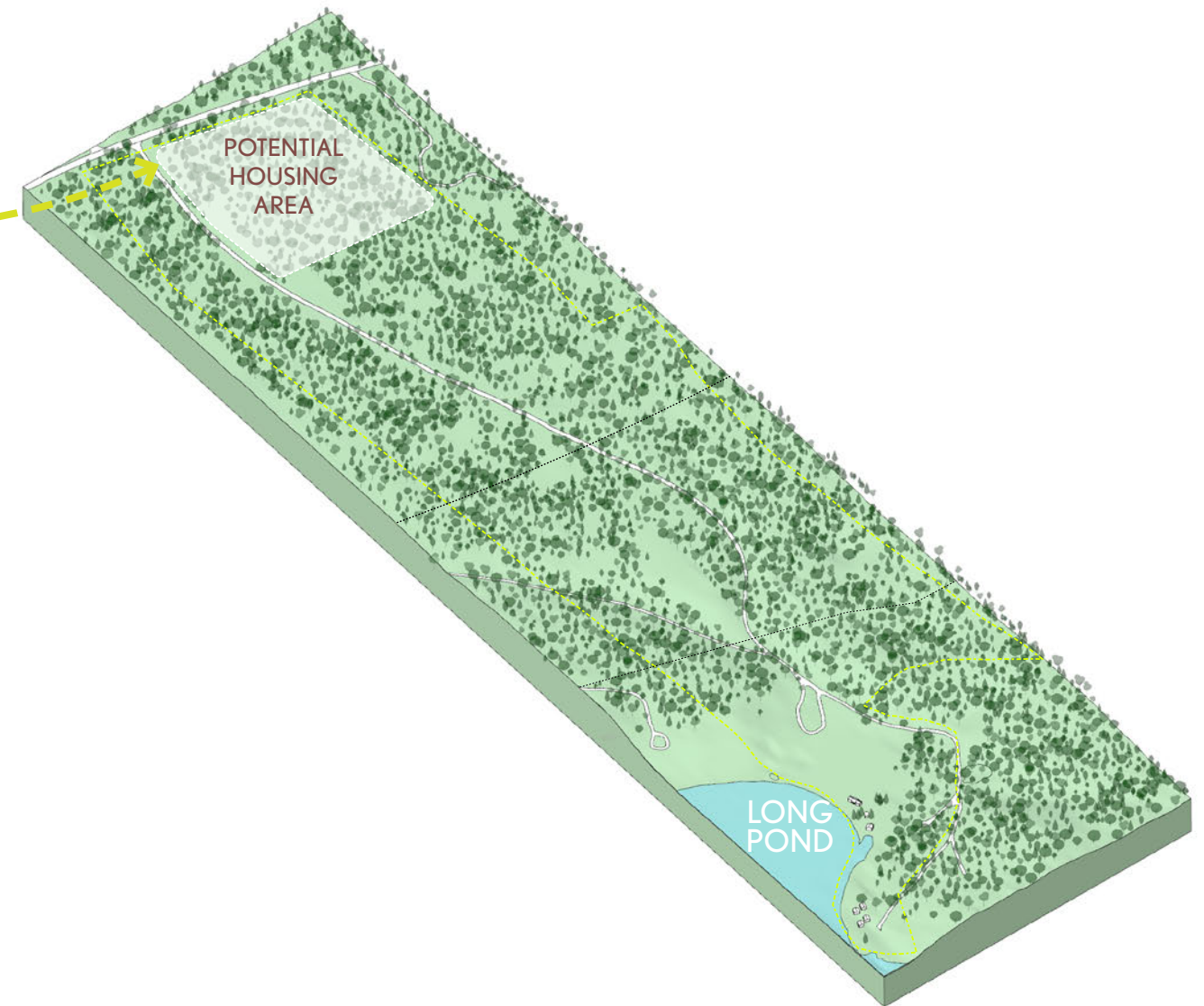
Context



## POND PROPERTY

LONG POND PROPERTY: **66 ACRES**  
HOUSING DESIGNATED AREA: **10 ACRES**

THE AREA DESIGNATED FOR HOUSING IS 15% OF THE LONG POND PROPERTY



# POND PROPERTY - HOUSING ILLUSTRATIVE SCENARIO

## Site Analysis and Principles

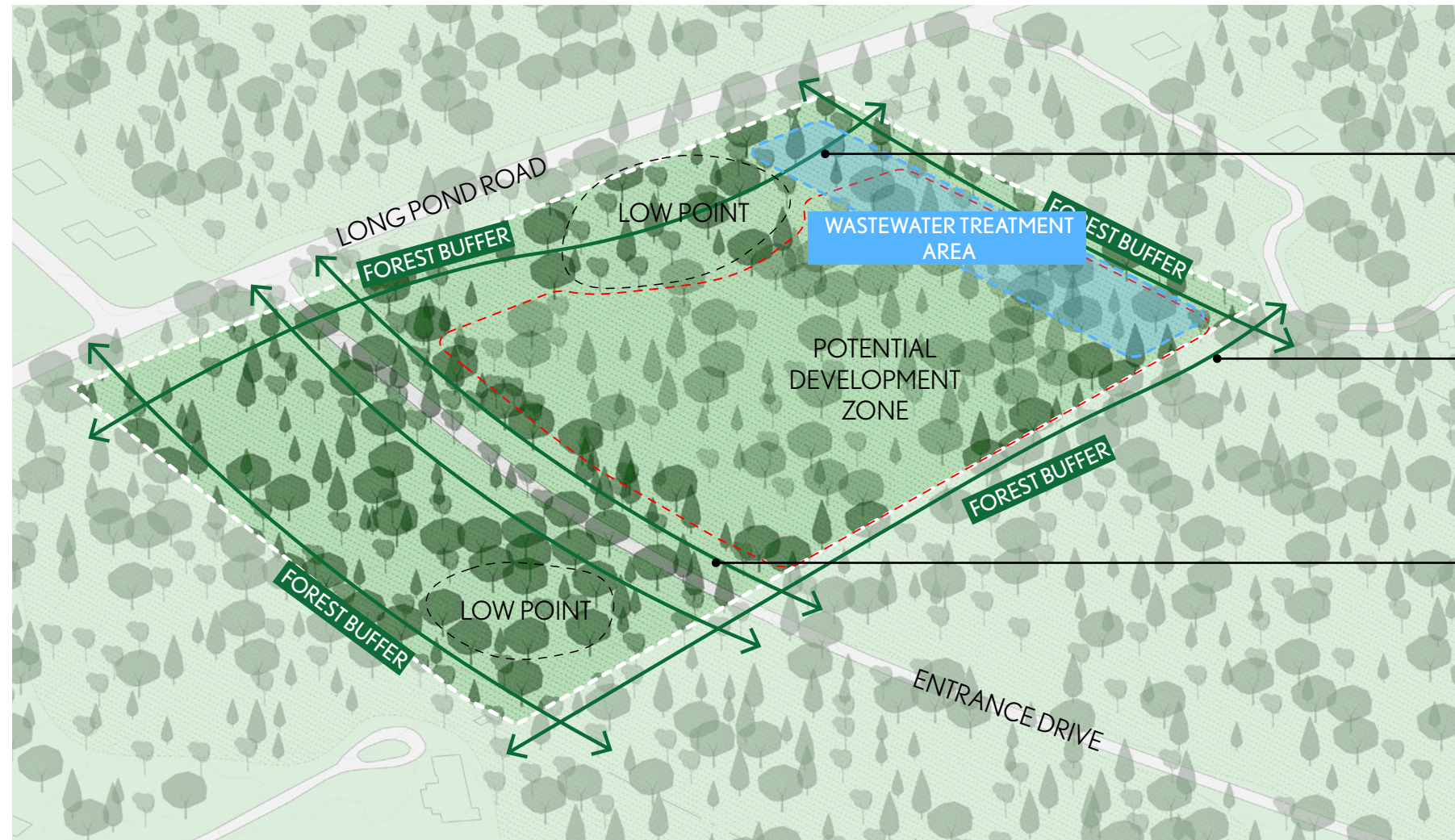
Area designated for housing accounts for wooded buffers and setbacks.

Example shows 44 units (88 bedrooms) within 10 acres adjacent to Long Pond Road.

Contemplates year-round, newly constructed, deed-restricted housing.

Parking areas are fully accounted for.

Wastewater treatment is envisioned within a maximum footprint of 1 acre.



LOT EDGES - 150 FT SETBACK

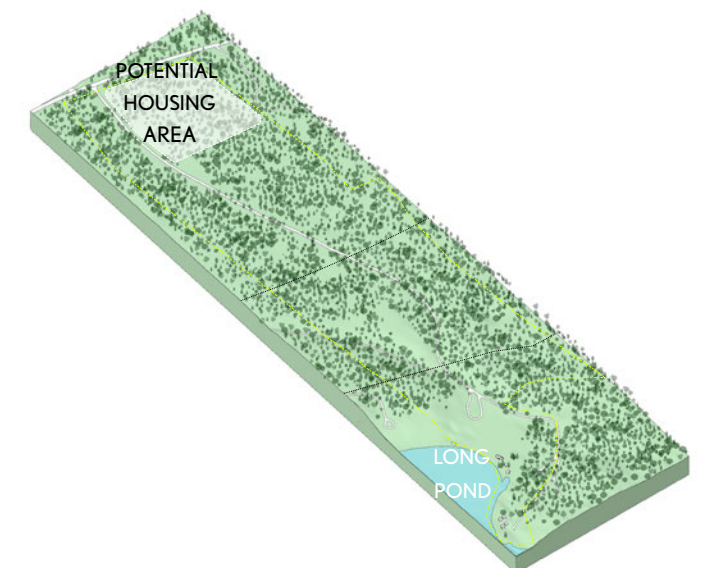
LOT EDGES - 40 FT SETBACK

ENTRANCE BUFFER - 50 FT SETBACK

\*considered setbacks are not an explicit zoning requirement

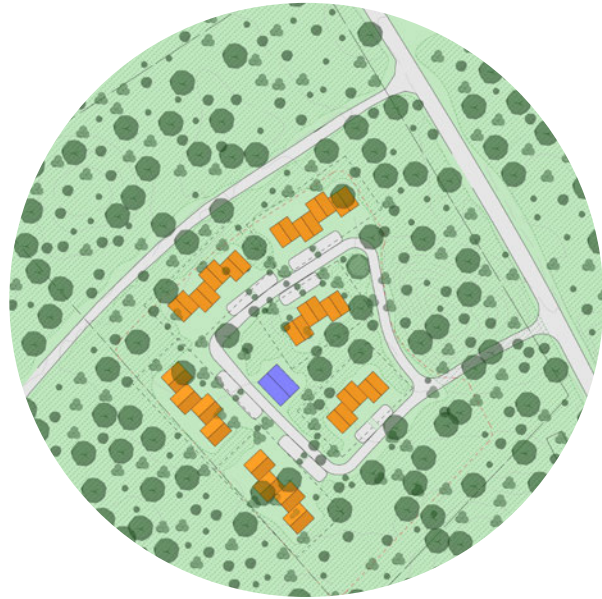


Malpet Farms, South Dennis, MA



# POND PROPERTY - HOUSING ILLUSTRATIVE SCENARIO

## Town Homes

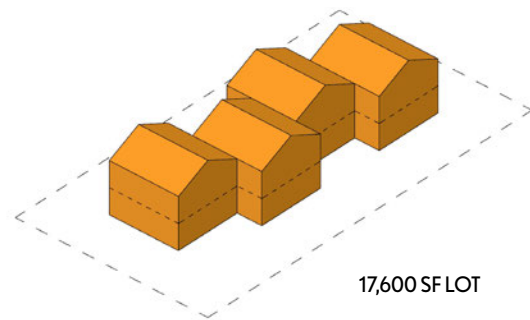


A low density configuration of town houses with group parking.

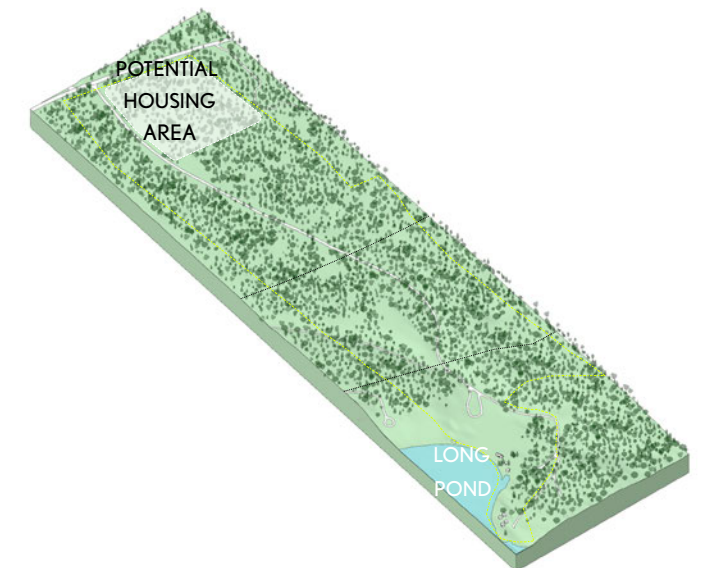


NEW BUILD YEAR-ROUND  
**MULTI-UNIT**  
**COMMUNAL AMENITIES**

<b>UNIT COUNT</b>	<b>44 UNITS</b>
<b>BEDS</b>	<b>88 TOTAL BEDS</b>
<b>UNIT SIZE</b>	<b>1000 sf town homes</b>
<b>SHI</b>	<b>44 UNITS</b>
<b>PARKING</b>	<b>66 GROUP</b>
<b>PERCENT BUFFER ZONE</b> *of Housing Designated Area	<b>59%</b>



Malpet Farms, South Dennis, MA



# POND PROPERTY - HOUSING ILLUSTRATIVE SCENARIO

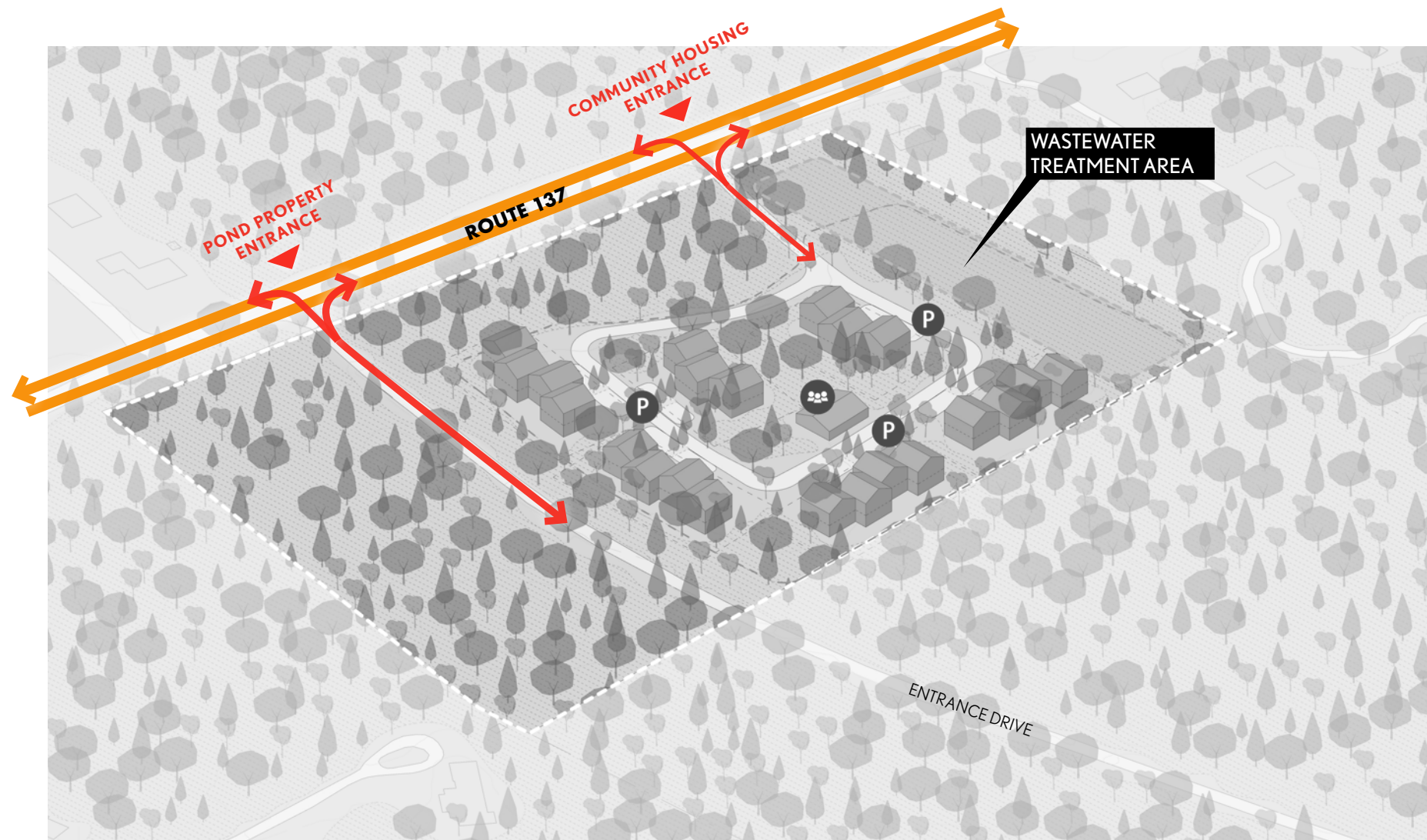
## Town Homes

- The housing scenario is illustrative and for diagrammatic purposes only.
- There will be opportunities for community input through the design process.
- Before design, a feasibility study will be undertaken to confirm housing and wastewater treatment are feasible here, to outline related site opportunities and constraints, and to identify overall project goals.



# POND PROPERTY - PRELIMINARY TRAFFIC STUDY

- Beach and trail access, Mass Audubon programming, and housing are not anticipated to contribute to any traffic complications on Route 137.
- There would be two separate entrances off of Route 137 – one for community access including use of the trails and beach, and another for the new housing development.



# WHY IS THE POND PROPERTY A GOOD LOCATION FOR COMMUNITY HOUSING?

## Key Considerations

### **LOCATION**

The 10-acre zone for proposed community housing is adjacent to existing residential areas.

### **WASTEWATER TREATMENT**

Wastewater treatment is needed in this area and any such systems could be relatively easily integrated into adjacent neighborhoods in the Herring River and/or Pleasant Bay watersheds to help meet the Town's nitrogen mitigation requirements.

### **ACCESS TO PUBLIC TRANSIT**

Route 137 has an existing CCRTA bus route. New stop could easily be added, similar to Brewster Woods and Serenity apartments on Route 124.

### **TRAFFIC**

Housing would not present traffic complications.

### **TIMELINE**

Housing feasibility study, design and construction can be done on a relatively quick timeline (4-6 years).

# HOW WOULD COMMUNITY HOUSING BE PURSUED ON THE POND PROPERTY?

Public/ Private Partnership with a Developer

## How does the process start?

The first step would be a housing feasibility study. At the same time, the Town would work through conceptual design for the wastewater treatment facility.

## How does a public/private housing partnership work on Town Property?

Typically, Brewster would issue a Request For Proposals (RFP) providing general parameters for potential development. The Town would then enter into a land disposition agreement and long-term lease with the selected developer. The developer would be responsible for permitting, funding, building, and managing the housing.

## Would the community have input on the design of the housing and site?

Yes, the community would have input during the formation of the RFP and would also be able to comment during the permit hearings. The RFP would provide guidance, identify preferences, and create design criteria for the developer.



# HOW WOULD COMMUNITY HOUSING BE PURSUED ON THE POND PROPERTY?

Public/ Private Partnership with a Developer

## **How would the proposed community housing be funded?**

Constructing new community housing is usually done through a public/private partnership where the developer is responsible for securing funding. In similar affordable housing circumstances like Brewster Woods or Spring Rock Village, Brewster has provided land, obtained grants, and contributed both Community Preservation Act (CPA) and Affordable Housing Trust funds.

## **How long would it take to permit, design, and build housing and wastewater treatment?**

Approximately 4-6 years. Wastewater treatment construction would occur prior to housing construction.

## **Would all the units be affordable and included on the Subsidized Housing Inventory (SHI)?**

Yes

# HOUSING GOALS

Meeting the Goals of the Brewster Housing Production Plan 2022 - 2027

- Increase and diversify year-round housing options in Brewster for a range of income levels and housing types
- Prevent displacement of current residents and facilitate housing mobility for households looking to move within or into Brewster.
- Align development with the principles of the Town's Local Comprehensive Plan/Vision Plan. This includes balancing housing goals with protection of the natural environment.
- Continue to build capacity to produce housing through staffing, funding, regional partnerships, advocacy and education, and relationships with nonprofit and for-profit developers.

# POND PROPERTY PARTNERSHIPS

# BREWSTER CONSERVATION TRUST

A Partner at the Pond Property

## Brewster Conservation Trust

Amount pledged for Pond Property: At least \$1 million

### Partnership includes:

- Conservation restriction on 56 acres (85% of site) to preserve and protect this portion of the property, recognizing that the remaining 10 acres are designated for community housing and wastewater treatment
- Trail connectivity to Long Pond Woodlands



# MASS AUDUBON

A Partner at the Pond Property

## Mass Audubon

Amount pledged for Pond Property: \$1.5 million

### Partnership includes:

- Conservation restriction on 56 acres (85% of site), recognizing that the remaining 10 acres are designated for community housing and wastewater treatment
- Affirmative rights to provide nature-based educational programming

### Possible programs:

- Small seasonal day camps
- Adult nature study workshops
- Field trips for Wellfleet Bay camp
- Afterschool programs
- Guided walks
- Kayak trips
- Partner with Recreation Department on kids programming



# MASS AUDUBON

How would the partnership work at the Pond Property?

## **Would there be membership costs to residents?**

No membership costs to access any portion of the properties.

## **What parts of the property would not be accessible to the public?**

Public Access would only be restricted on the westernmost point of the property adjacent to Long Pond (approximately 1.5 acres) when Mass Audubon has programming for children (primarily during the summer months).

## **What would the Town be paying for and would the Town be receiving any of the fees collected for Audubon programs?**

The Town would be paying for all property improvements and would maintain the property. Mass Audubon would contribute \$1.5M to help cover a portion of the \$6M acquisition cost of this property. The Town would not receive any additional compensation. Mass Audubon would provide input on establishing nature trails and technical expertise on ecological management/design of the property.

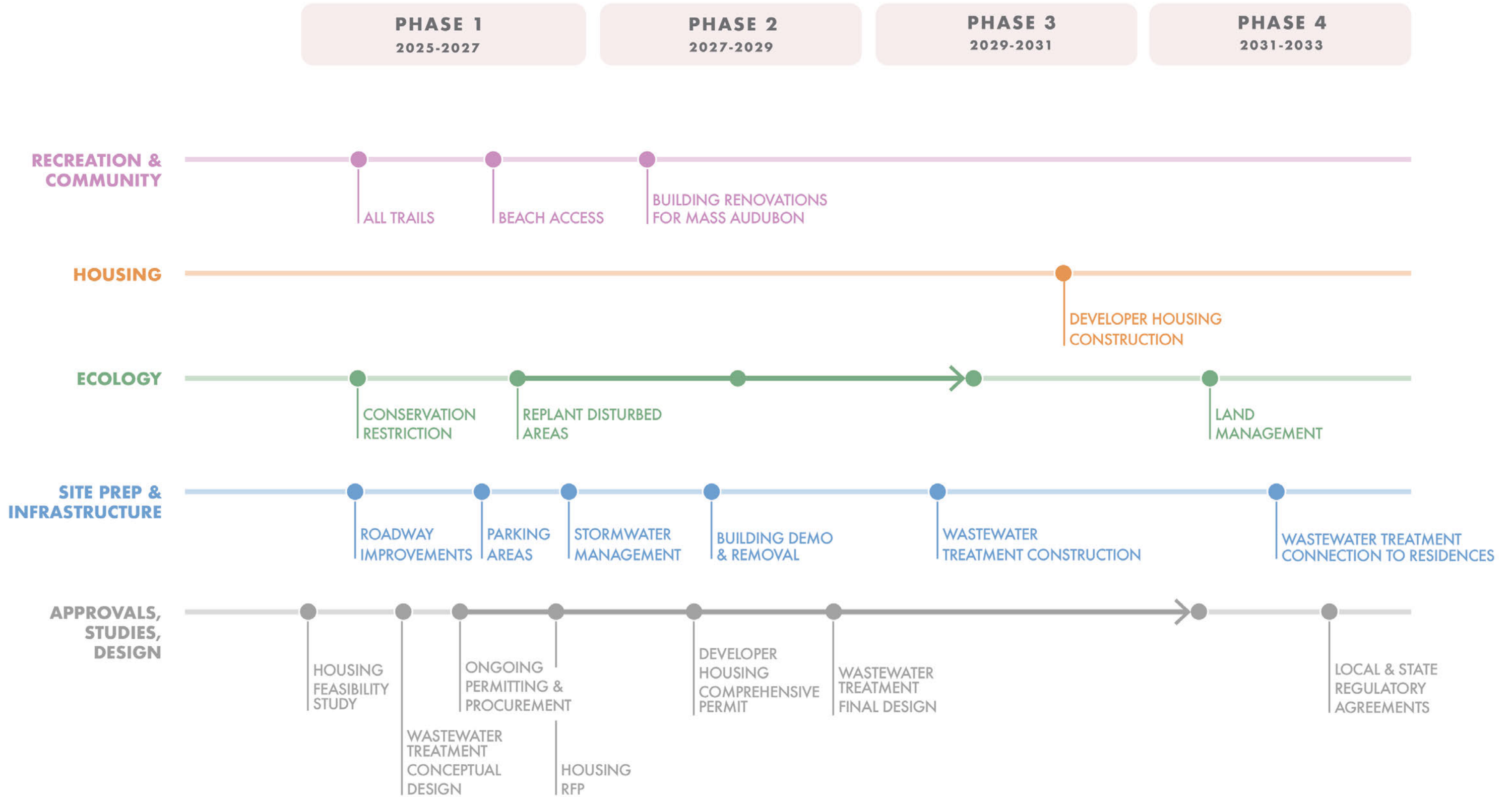
## **Where would Mass Audubon's pledge money be applied?**

It would be applied to reduce the Town's remaining obligations to pay for purchasing this property. After accounting for BCT and Mass Audubon's \$2.5+M combined contributions and previous Town appropriations, only about \$750,000 of the acquisition cost remains to be financed.

# POND PROPERTY PHASING

# POND PROPERTY DRAFT PHASING

Target 2025 - 2033





# POND PROPERTY DRAFT PHASING

Phase 1 (Target 2025-2027)

## APPROVALS, STUDIES, DESIGN

Wastewater Infrastructure Conceptual Design

Community Housing Feasibility Study

Ongoing permitting and procurement

Housing RFP

## SITE PREP & INFRASTRUCTURE

Improved gravel drive

Parking areas, ADA Parking and Drop off Zone

Required Infrastructure including stormwater management, as needed

## HOUSING

## RECREATION & COMMUNITY USE

Trail improvements, new trails, ADA accessible path

Beach and related amenities

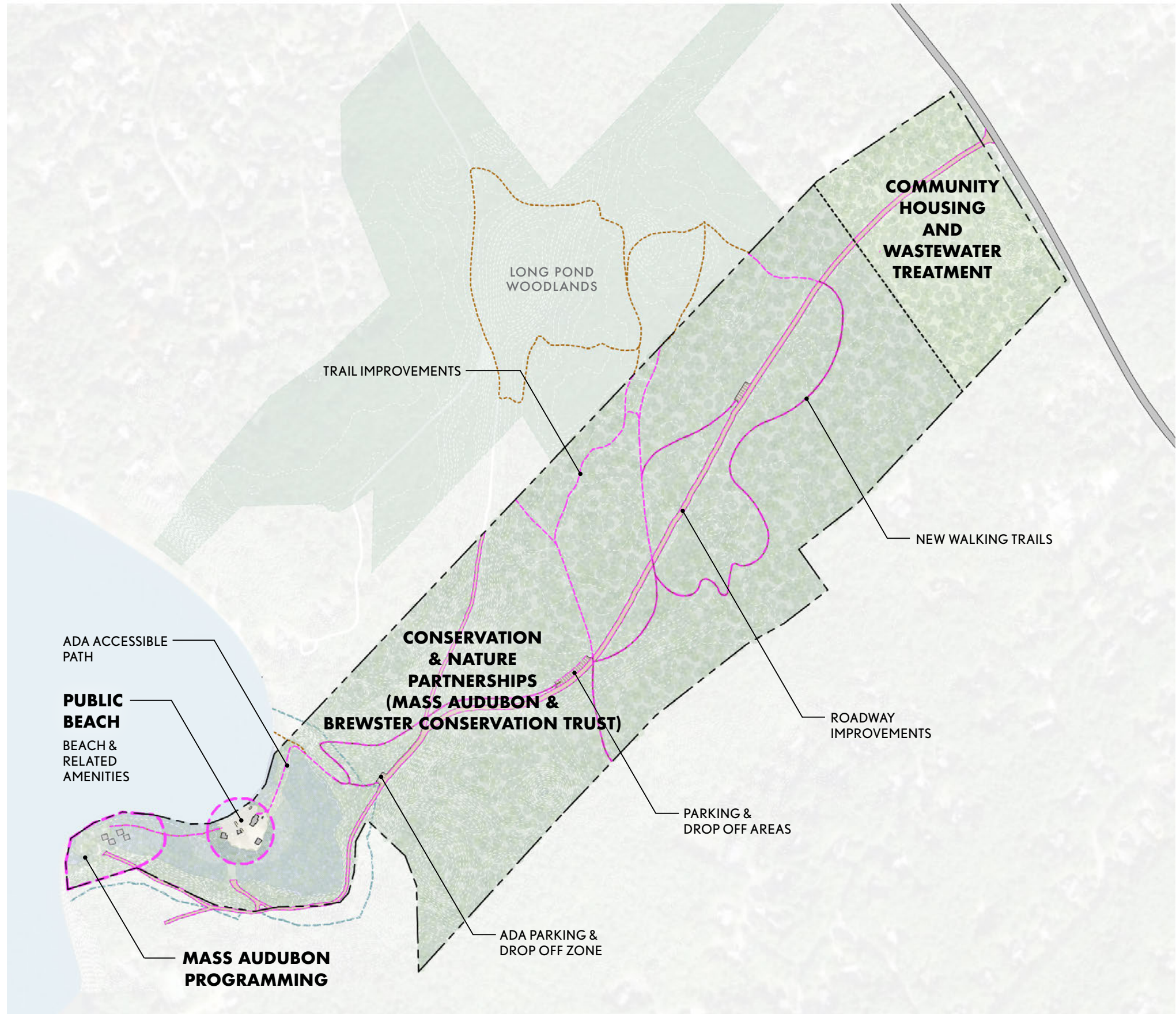
## ECOLOGY

Conservation Restriction

Replant disturbed areas

PHASE 1 TOTAL COST:

**\$2,300,000**



# POND PROPERTY DRAFT PHASING

Phase 2 (Target 2027-2029)

## APPROVALS, STUDIES, DESIGN

Developer Housing Design & Comprehensive Permit

Wastewater Treatment final design

Ongoing permitting and procurement

## SITE PREP & INFRASTRUCTURE

Building Demo & Removal

## HOUSING

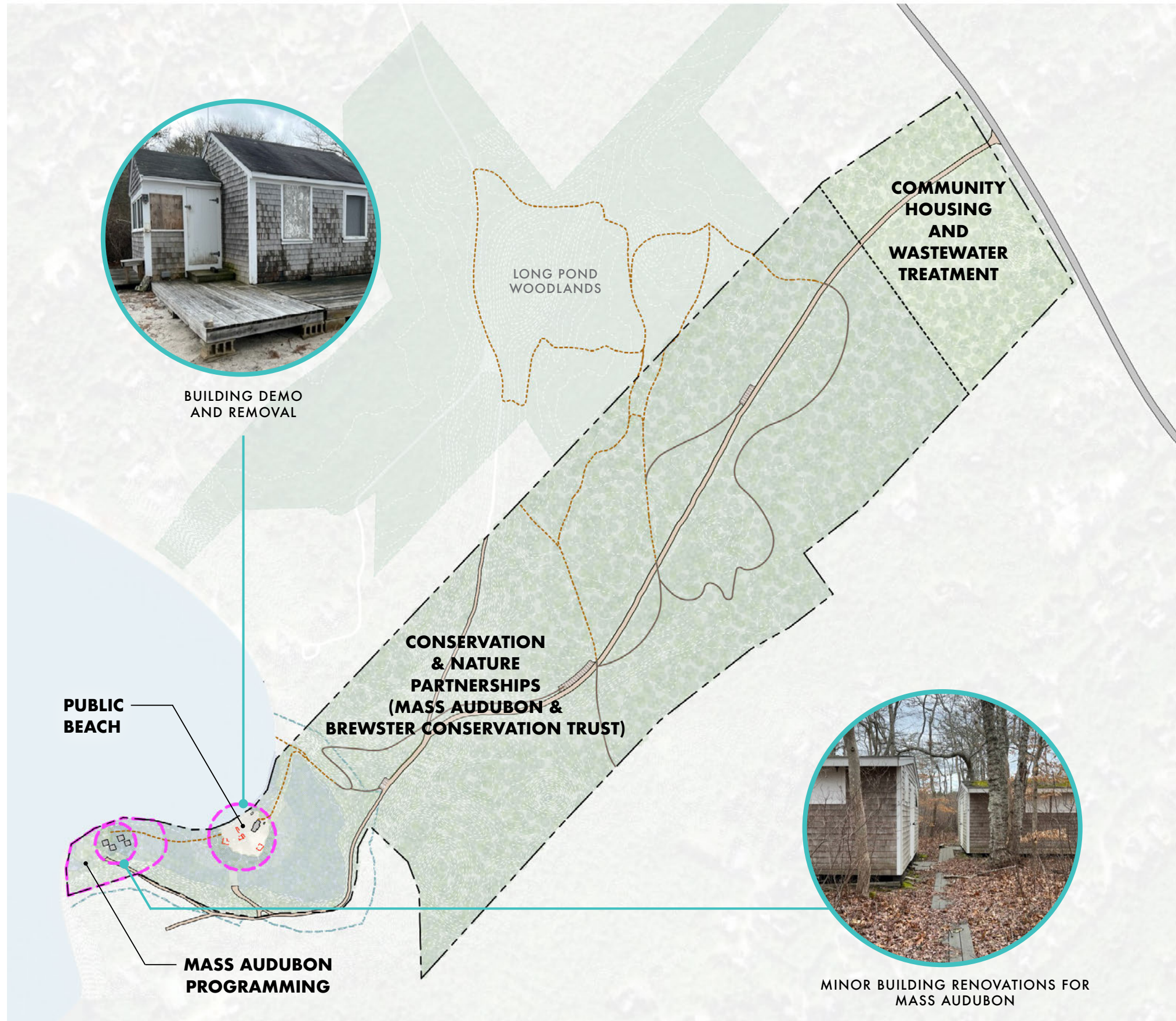
## RECREATION & COMMUNITY USE

Minor building renovations for Mass Audubon

## ECOLOGY

Replant disturbed areas

**PHASE 2 TOTAL COST:  
\$500,000**



# POND PROPERTY DRAFT PHASING

Phase 3 (Target 2029-2031)

## APPROVALS, STUDIES, DESIGN

Ongoing permitting and procurement

## SITE PREP & INFRASTRUCTURE

Wastewater Treatment Construction

## HOUSING

Developer Housing Construction

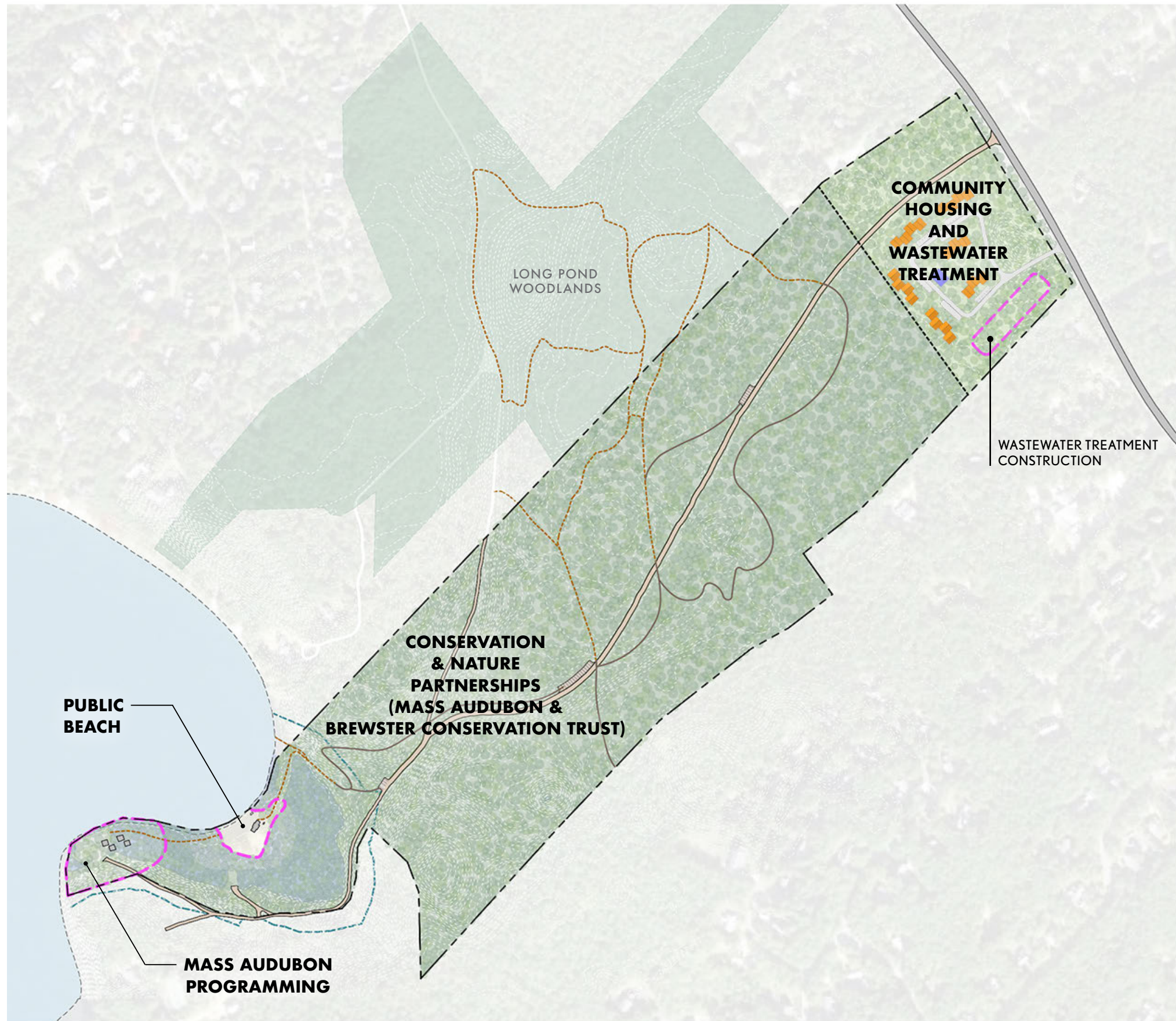
## RECREATION & COMMUNITY USE

## ECOLOGY

Replant disturbed areas

PHASE 3 TOTAL COST:

**\$4,500,000**



# POND PROPERTY DRAFT PHASING

Phase 4 (Target 2031-2033)

## APPROVALS, STUDIES, DESIGN

Ongoing permitting and procurement

Local and state regulatory agreements

## SITE PREP & INFRASTRUCTURE

Wastewater Treatment Connection to Surrounding Residences (TBD)

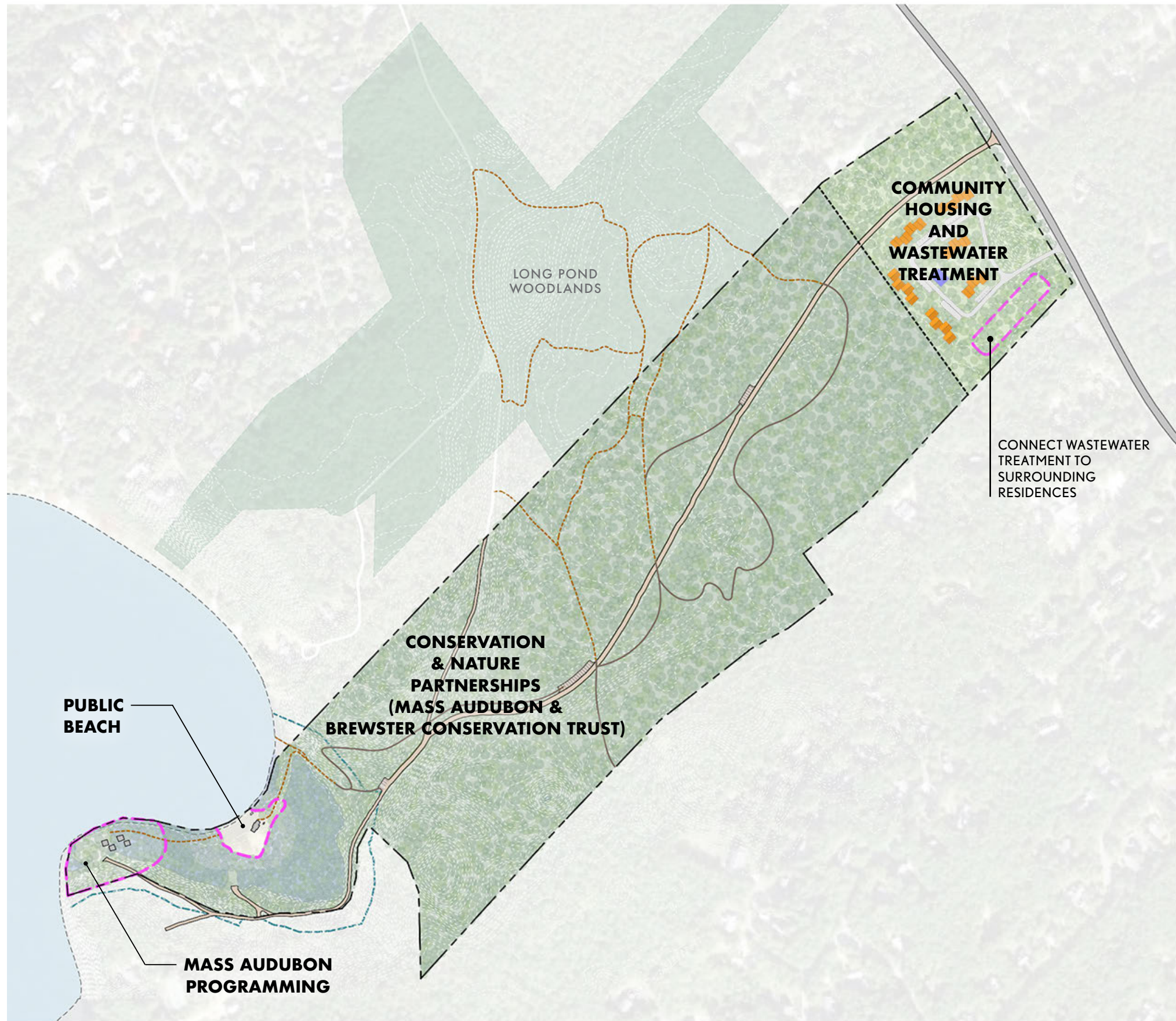
## HOUSING

## RECREATION & COMMUNITY USE

## ECOLOGY

Land management

PHASE 4 TOTAL COST:  
**\$TBD**



A photograph of a property, likely a camp or community center, featuring a wooden building with a gabled roof, a mailbox on a post, and rows of wooden benches. The scene is set in a wooded area with many trees. The image has a teal tint and the text "BAY PROPERTY" is overlaid in white.

# BAY PROPERTY

# WHAT WE HEARD

Bay Property

When would a **Community Center** be designed and built? What happens in the meantime?

A new **Community Center** is important but it's **expensive**. Does the Town really need one? And how will we pay for it?

Will the **Eddy School** eventually become available for a **Community Center**?

I am in **support** of leaving space for a **new Community Center building**, to house both the Rec and COA programs.

# WHAT WE HEARD

Bay Property

I am **excited** about the trails, artist cabins, pool and beach access, and a playground!

I **support housing** on the Bay Property both for year-round affordable housing and an option combined with seasonal workforce, but am interested in learning more about the ownership structure.

I'm concerned about **traffic impacts** on Route 6A and relating to the intersection at Millstone Rd.

**New community gardens** would be great but I'm concerned they will look **messy** from 6A.

I prefer the **pollinator meadow** be **smaller** so there is more flexibility for outdoor events and overflow parking.

Will **tennis courts** be fully utilized?

# BAY PROPERTY - OVERALL EXISTING FRAMEWORK



BEACH



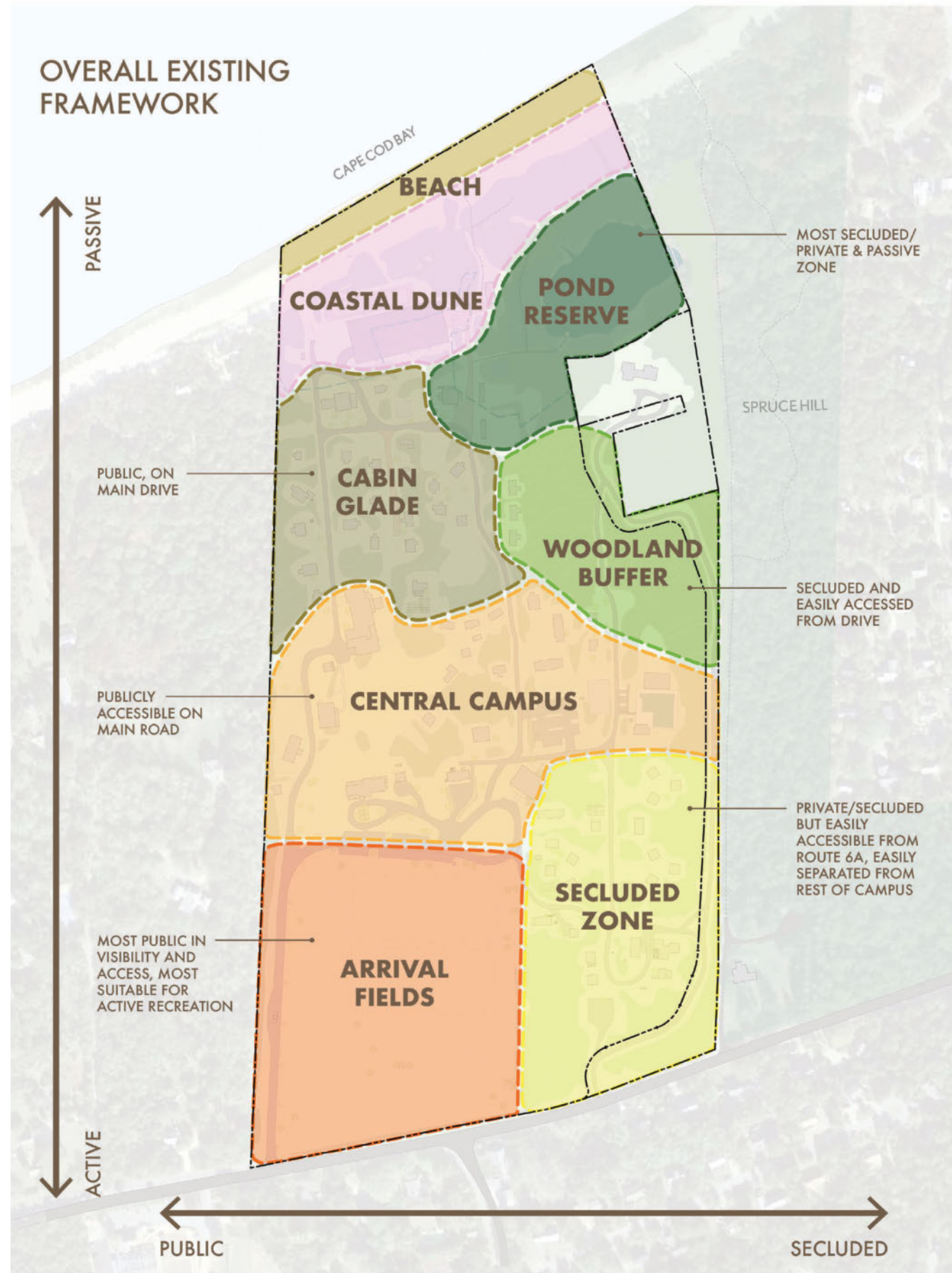
COASTAL DUNE



CENTRAL CAMPUS



ARRIVAL FIELDS



POND RESERVE



CABIN GLADE



WOODLAND BUFFER



SECLUDED ZONE



# OVERALL PLAN

Bay Property



RESTORE COASTAL DUNE



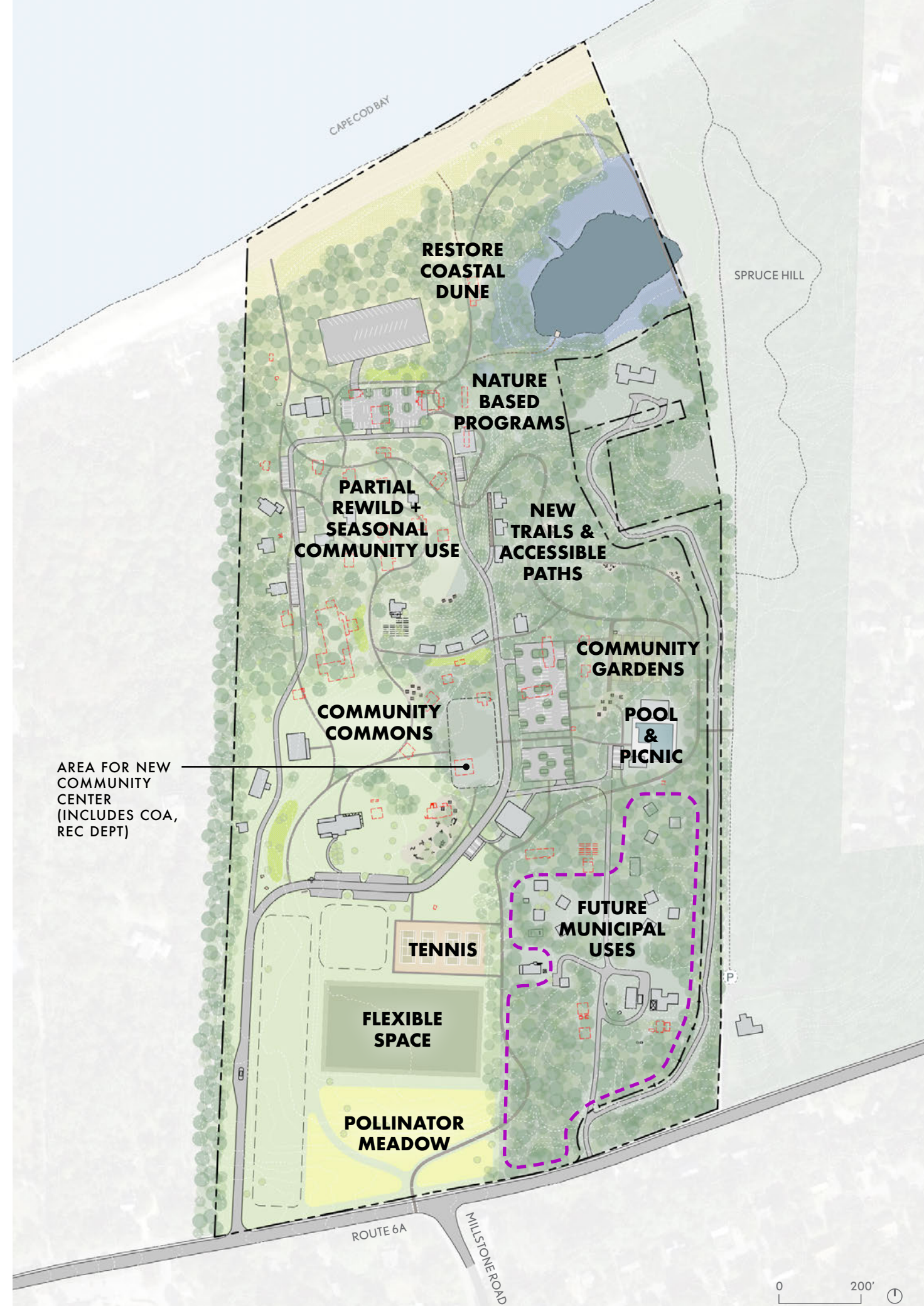
PARTIAL REWILD & SEASONAL COMMUNITY USE



COMMUNITY COMMONS



FLEXIBLE SPACE



NATURE BASED PROGRAMS



NEW TRAILS & ACCESSIBLE PATHS



POOL



WOODLAND BUFFER



COMMUNITY GARDEN

# EXISTING BAY PROPERTY PLAN

## Existing Buildings

### 92 TOTAL BUILDINGS:

- 12 COMMUNAL CAMP USES
- 6 SHOWER HOUSES
- 9 STAFF CABINS
- 38 CABINS
- 25 MAINTENANCE BUILDINGS
- 1 ADMINISTRATION BUILDING
- 1 SPRUCE HILL HOUSE



SHOWER HOUSE



STAFF CABINS



CABINS



MAINTENANCE



COMMUNAL CAMP USES



ADMIN BUILDING



SPRUCE HILL HOUSE

# PROPOSED BAY PROPERTY PLAN

Building Removal, Re-Use  
& New Construction

- 24 BUILDINGS TO BE REUSED
- 2 BUILDINGS TO BE CONSTRUCTED
- 48 BUILDINGS TO BE REMOVED
- 20 BUILDINGS\* - USE TO BE DETERMINED

(These buildings are located in the future municipal uses area, which will be determined at a later date)

\*Some of these buildings are too small to appear in the plan



# PROPOSED BAY PROPERTY PLAN

## Building Re-Use

- 24 BUILDINGS TO BE REUSED
- 2 BUILDINGS TO BE CONSTRUCTED
- 48 BUILDINGS TO BE REMOVED
- 20 BUILDINGS - USE TO BE DETERMINED

(These buildings are located in the future municipal uses area, which will be determined at a later date)

\*Some of these buildings are too small to appear in the plan



**REUSE PICNIC PAVILION**



**REUSE ADMIN BUILDING**



**REUSE CABINS FOR COMMUNITY USE**



**REUSE BOATHOUSE**







**REUSE ARTS CENTER**



**REUSE SPRUCE HILL HOUSE**

# PROPOSED BAY PROPERTY PLAN

## Building Uses

-  COMMUNITY USE
-  HOUSING
-  MAINTENANCE
-  USE TO BE DETERMINED (FUTURE MUNICIPAL USES)



# PROPOSED BAY PROPERTY PLAN

Buildings - Community Uses

COMMUNITY USE



# PROPOSED BAY PROPERTY PLAN

Buildings - Housing

 HOUSING



**CABINS**



**STAFF HOUSING**

**CABINS**



**SEASONAL MASS AUDUBON HOUSING**

**WESTCOTT HOUSE**



**HOUSING**

**SPRUCE HILL HOUSE**



**HOUSING**

# PROPOSED BAY PROPERTY PLAN

## Outdoor Recreation



BEACH ACCESS



FLEXIBLE OPEN SPACE



PLAYGROUND & PICNIC AREA



PICNIC



TRAILS



FITNESS STATIONS



POOL



TENNIS COURTS



COMMUNITY GARDEN



# PROPOSED BAY PROPERTY PLAN

## Habitat & Re-wilding

1938



1971



1994



RESTORE COASTAL DUNE TO IMPROVE DUNE STABILITY AND COASTAL RESILIENCY

MAINTAIN CLEARING WITHIN WOODLANDS

APPROX 10ACRE CONSERVATION RESTRICTION

ENHANCE TREE CANOPY TO ABSORB GREENHOUSE GASES, PROVIDE INCREASED HABITAT FOR WILDLIFE, & RESTORE WOODLANDS

INTRODUCE POLLINATOR MEADOW TO INCREASE WILDLIFE HABITAT, INCREASE STORMWATER ABSORPTION, & REDUCE REGULAR MAINTENANCE



RESTORE COASTAL DUNE



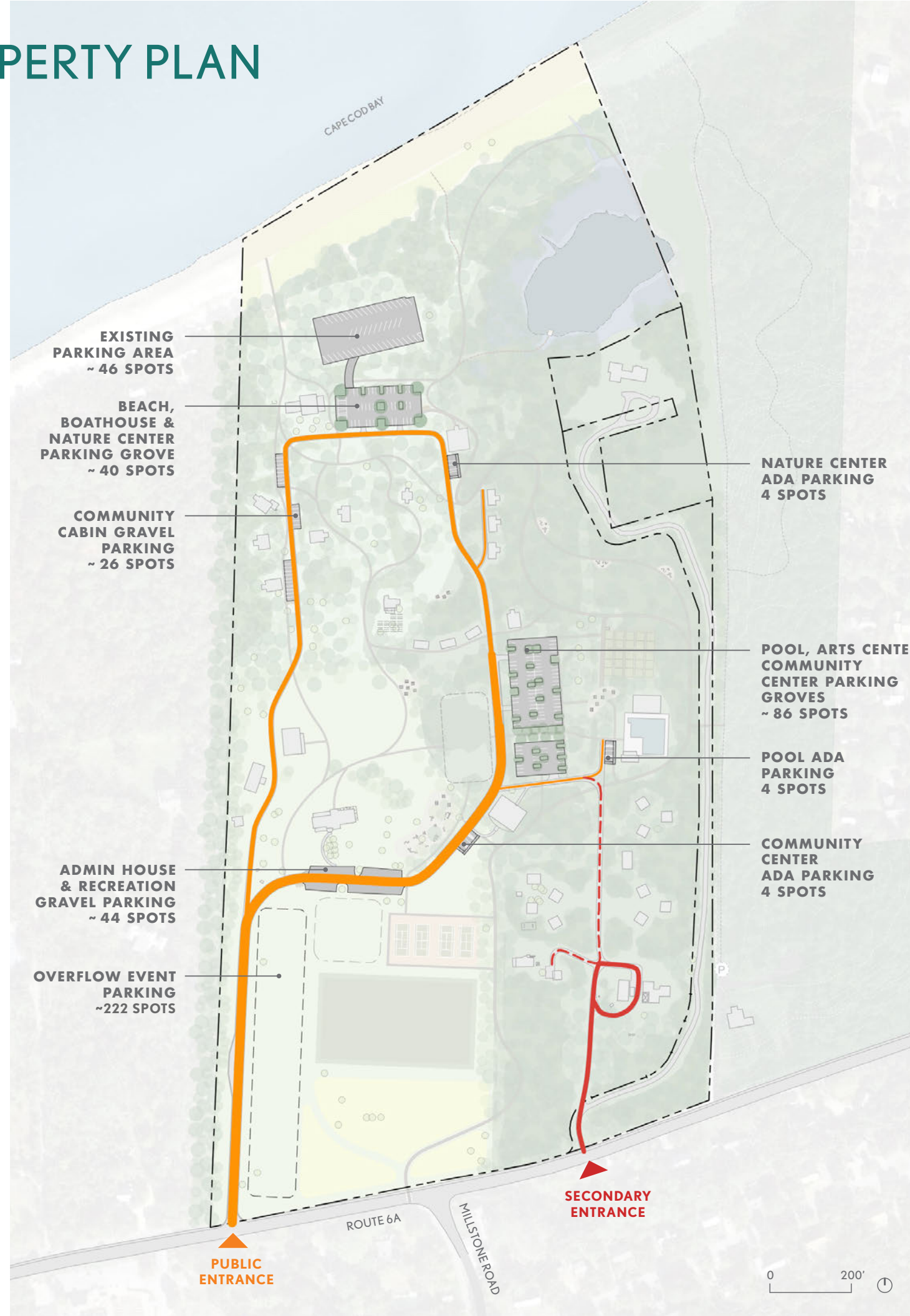
ENHANCE WOODLANDS



POLLINATOR MEADOW

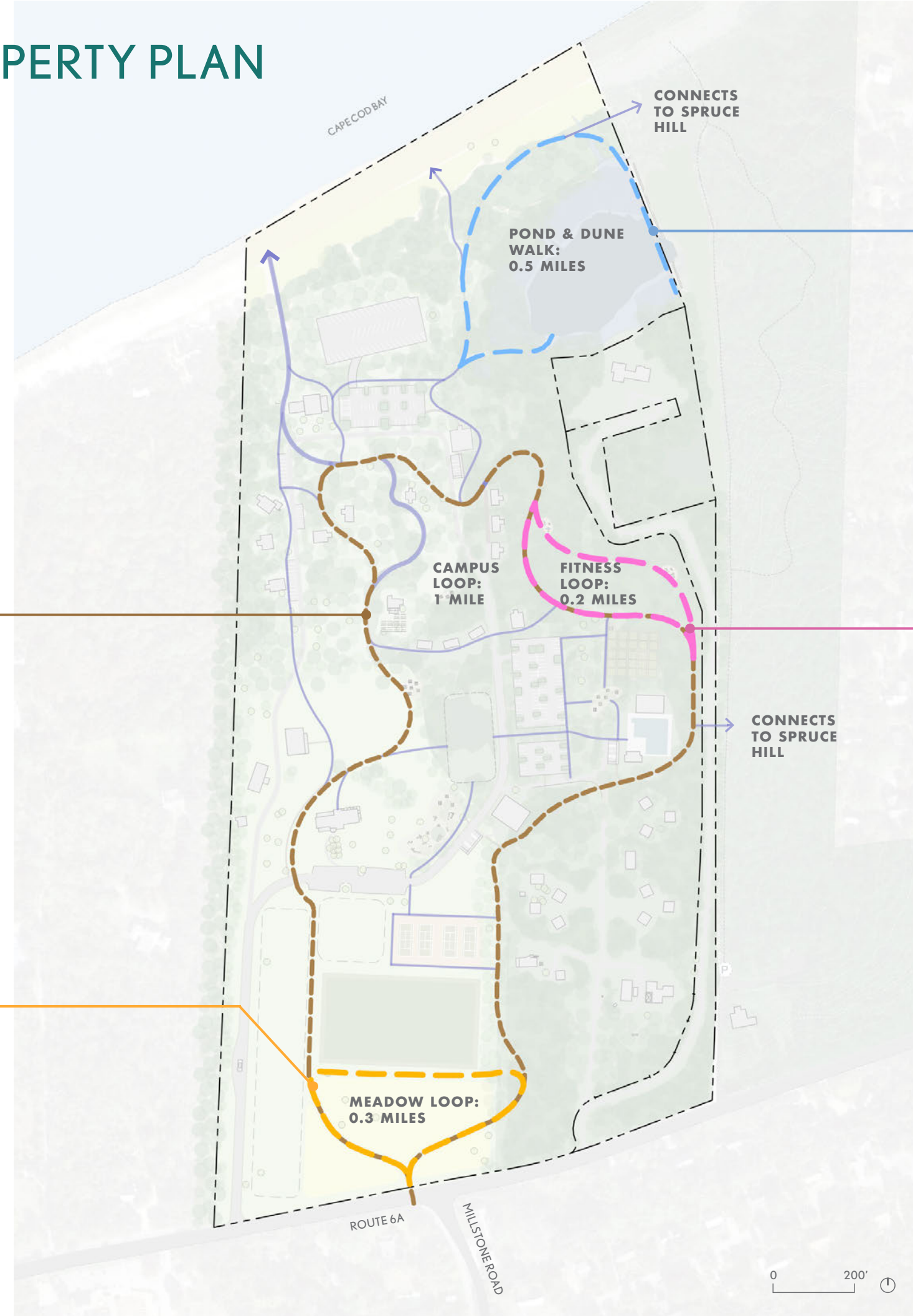
# PROPOSED BAY PROPERTY PLAN

## Vehicular circulation and Parking



# PROPOSED BAY PROPERTY PLAN

## Walking Trails



**POND & DUNE WALK**



**FITNESS LOOP**



**CAMPUS LOOP**

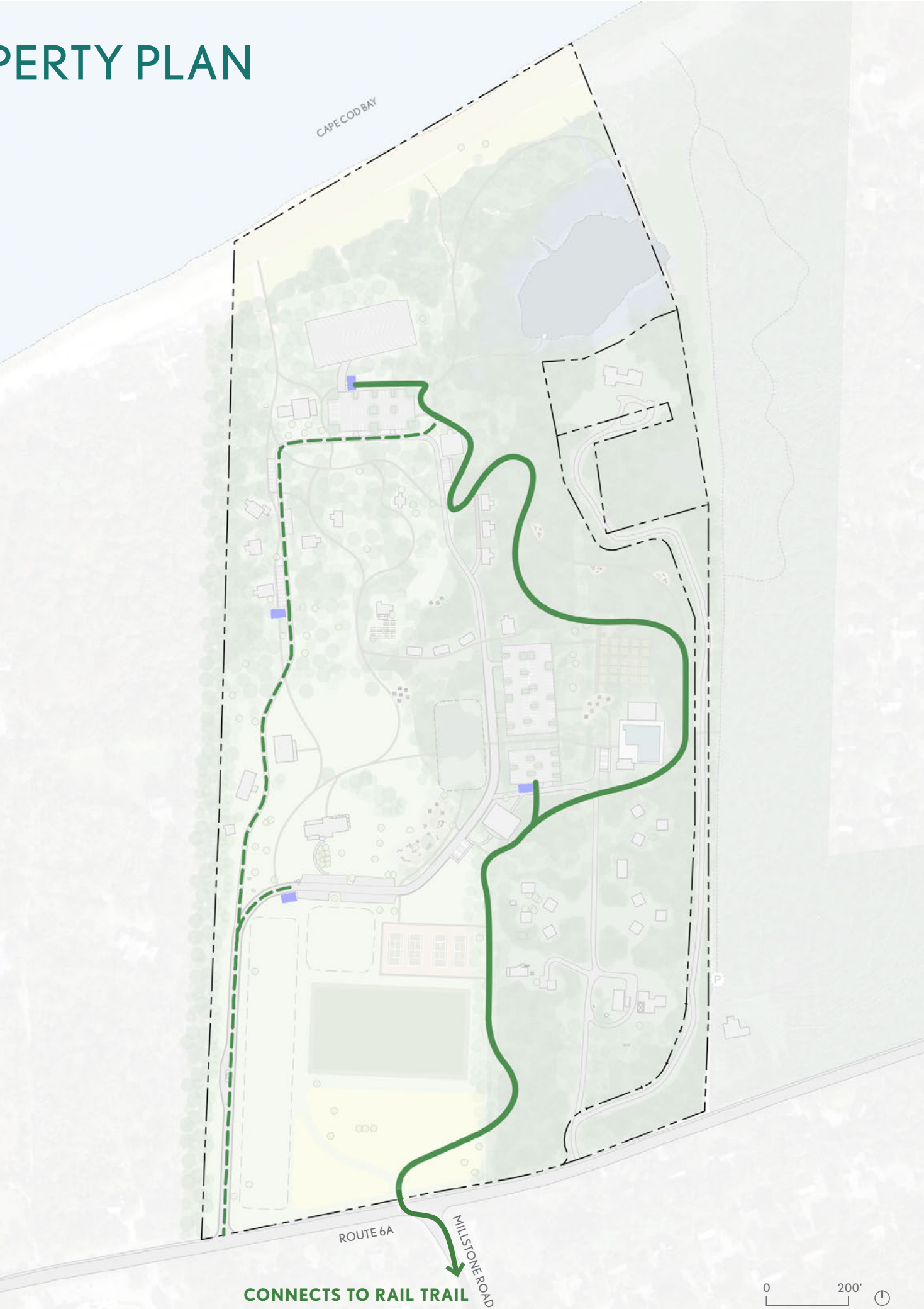


**MEADOW LOOP**

- POND & DUNE WALK
- CAMPUS LOOP
- FITNESS LOOP
- MEADOW LOOP
- OTHER TRAIL

# PROPOSED BAY PROPERTY PLAN

## Bike Circulation



- BIKE PATH SHARED WITH VEHICLES
- SEPARATED BIKE PATH
- BIKE PARKING

# COMMUNITY CENTER

# COMMUNITY CENTER

## Town Context

- The Town Meeting Warrant article to purchase the properties included a “Community Center” as a potential use
- The 2018 Town Vision Plan identified providing a “community center for all ages for social and recreational activities and include meeting rooms” as a priority goal
- The 2023 Local Comprehensive Plan also identified a new multi-generational community center as consistent with community values

# COMMUNITY CENTER

Community Feedback - Desired Public Facilities

## Does the Town really need a Community Center?

- The Council on Aging facility lacks adequate space for its programming needs, and the condition of the existing historic building creates ADA and maintenance challenges
- The Recreation Department also does not have a facility of its own and uses limited office and meeting space in the Eddy School

### COUNCIL ON AGING

Library/reading room  
Medical exam/treatment rooms  
Game rooms

Large multi-purpose rooms  
Storage areas  
Conference/meeting rooms  
Offices  
Workspaces  
Fitness center  
Walking track  
Kitchen/cafeteria

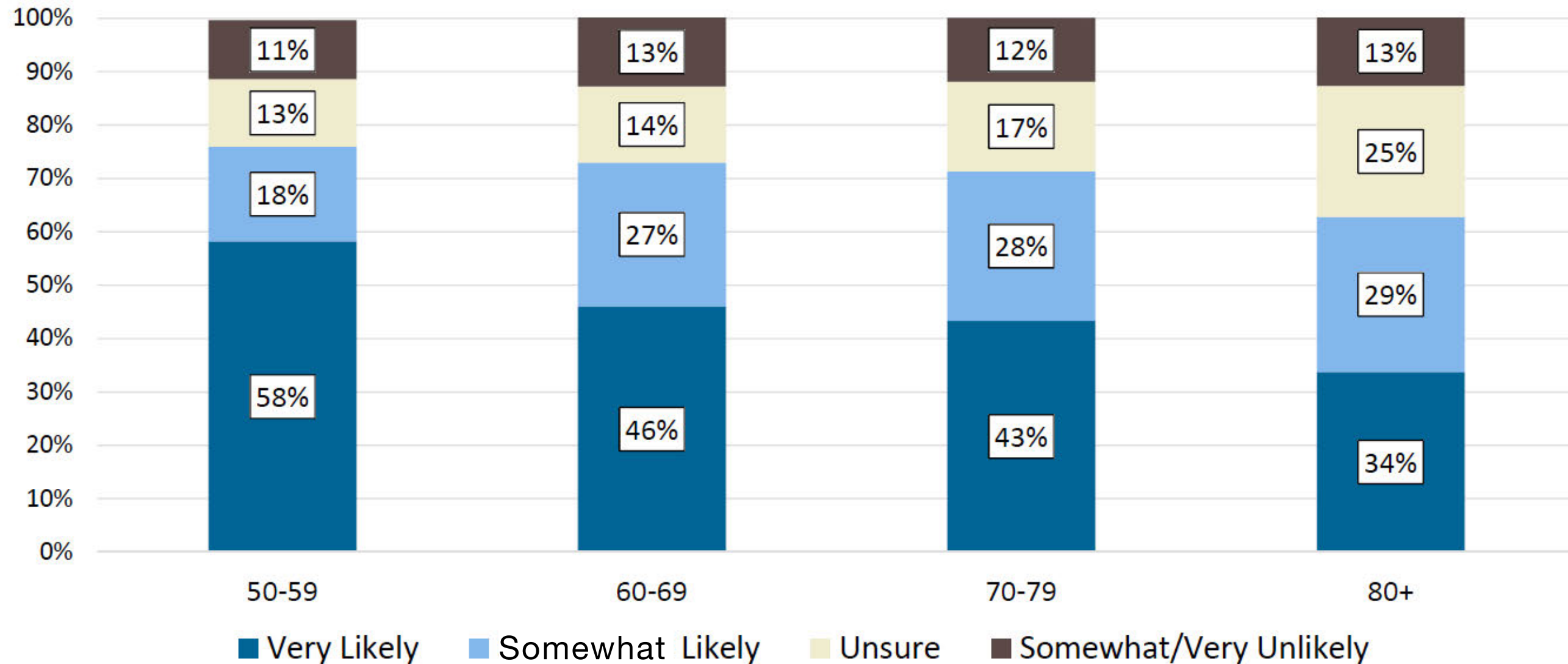
### REC DEPARTMENT

Gymnasium  
Fitness classrooms  
Sport courts

# COMMUNITY CENTER

COA Survey

How likely is it that you, or members of your household, would use a multigenerational community center at the former Sea Camps?

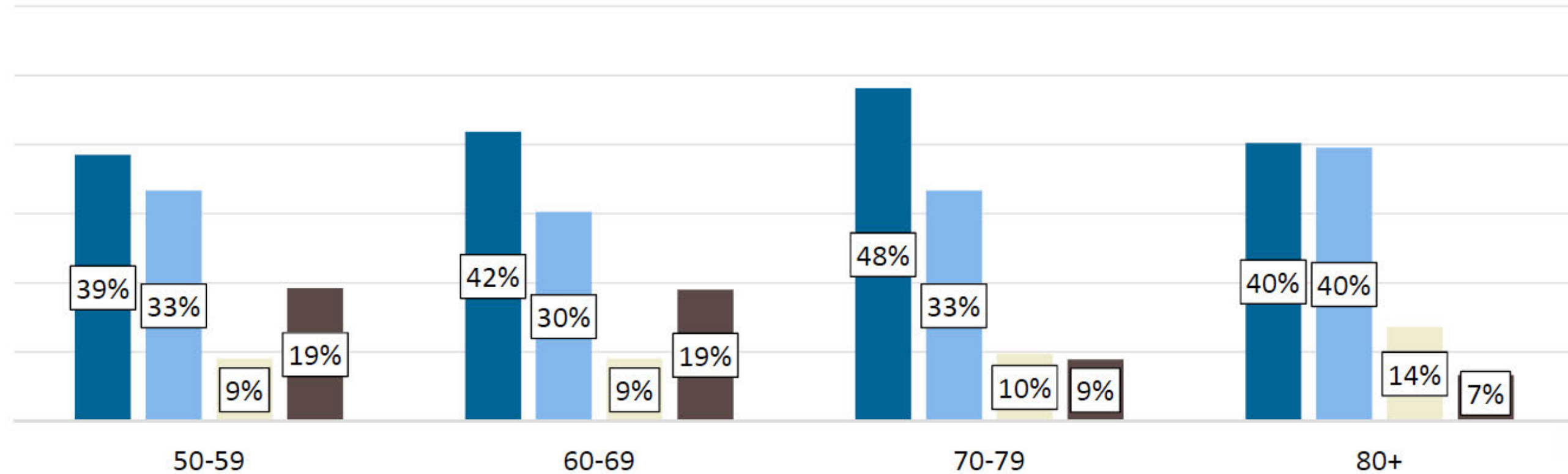




# COMMUNITY CENTER

COA Survey

Considering a potential multigenerational community center, what is your preference for how space and programming are organized?



- A multigenerational community center located in one building
- A multigenerational community center located in different buildings on one site
- N/A, I would not support a multigenerational community center
- Other (please specify):



# COMMUNITY CENTER

## Key Questions

### What are the benefits of a Community Center?

- Provides activities for all ages and opportunities for multigenerational exchange
- Revenue generating potential
- A legacy for future Brewster residents to enjoy
- Provides spaces and opportunities for gathering, meeting and learning



SUMMER RECREATION



COUNCIL ON AGING



FITNESS



EDUCATION



YOUTH PROGRAMS



ARTS

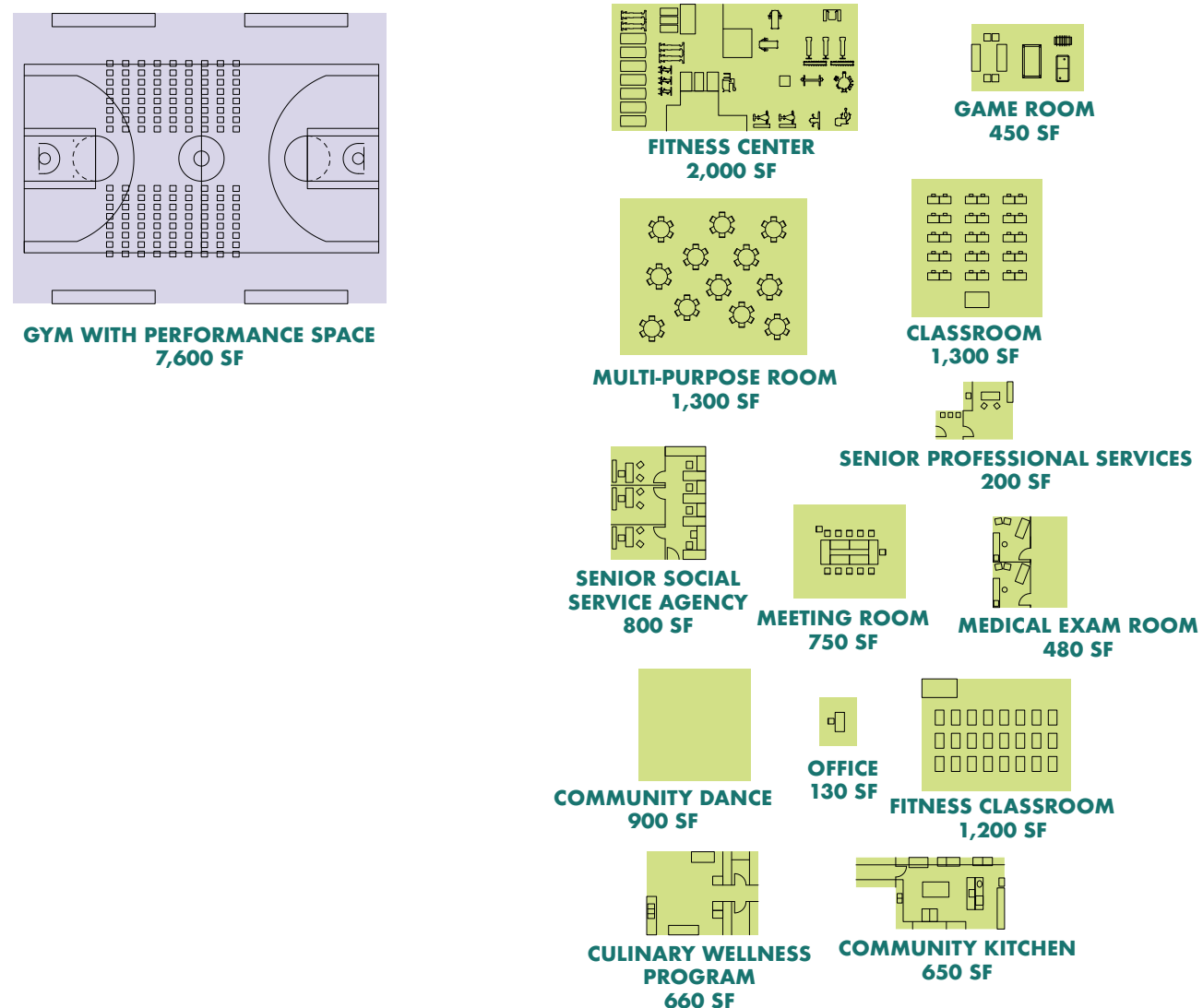
# COMMUNITY CENTER

Community Feedback - Desired Public Facilities

## Can we fit all desired public facilities in the existing Bay Property buildings instead of building a new Community Center?

No, the existing buildings on the Bay Property do not have the capacity to accommodate all desired facilities and would require costly renovation.

### SPACES REQUIRED FOR DESIRED FACILITIES



### BUILDINGS VIABLE FOR SOME LEVEL OF RE-USE



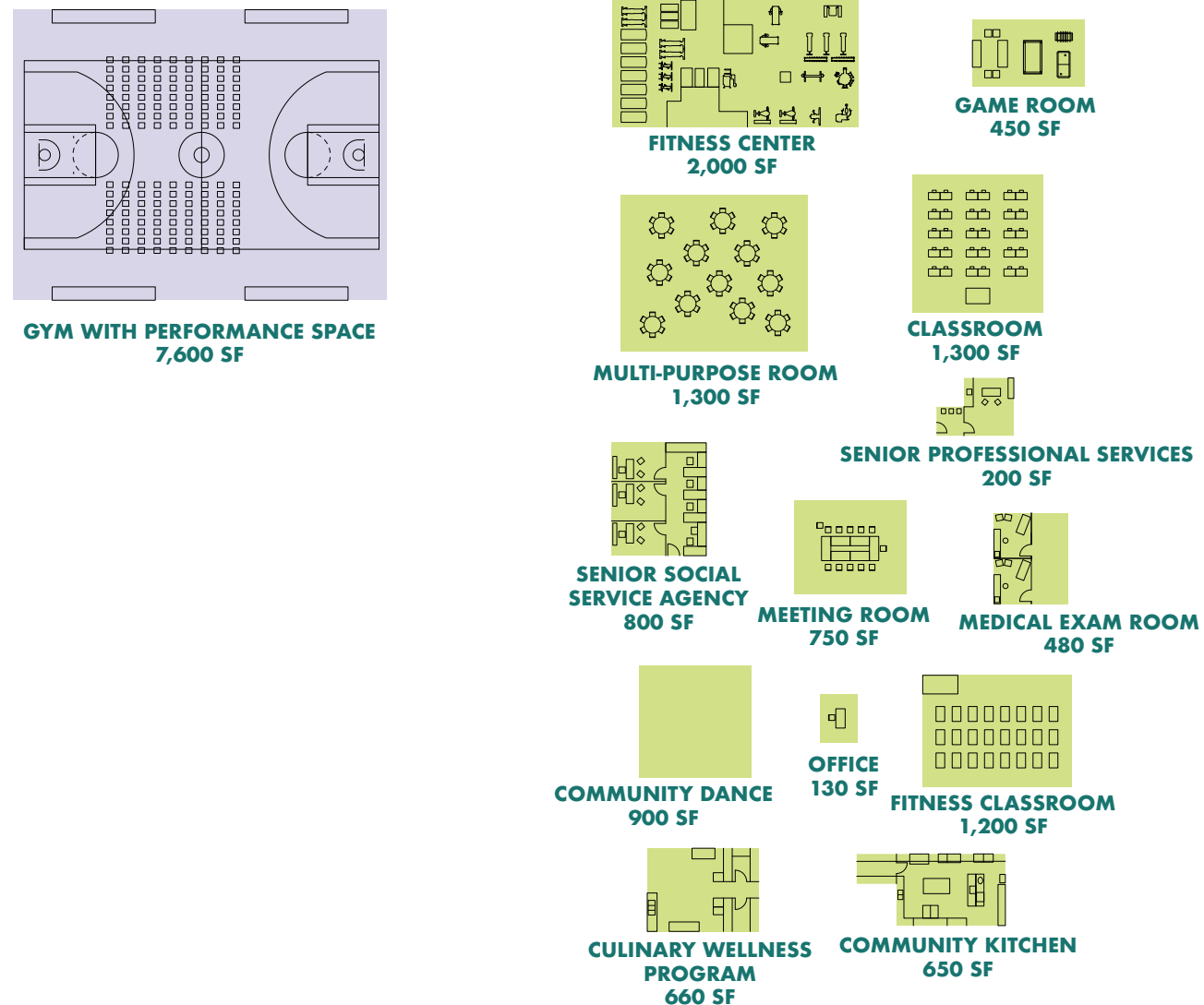
# COMMUNITY CENTER

Community Feedback - Desired Public Facilities

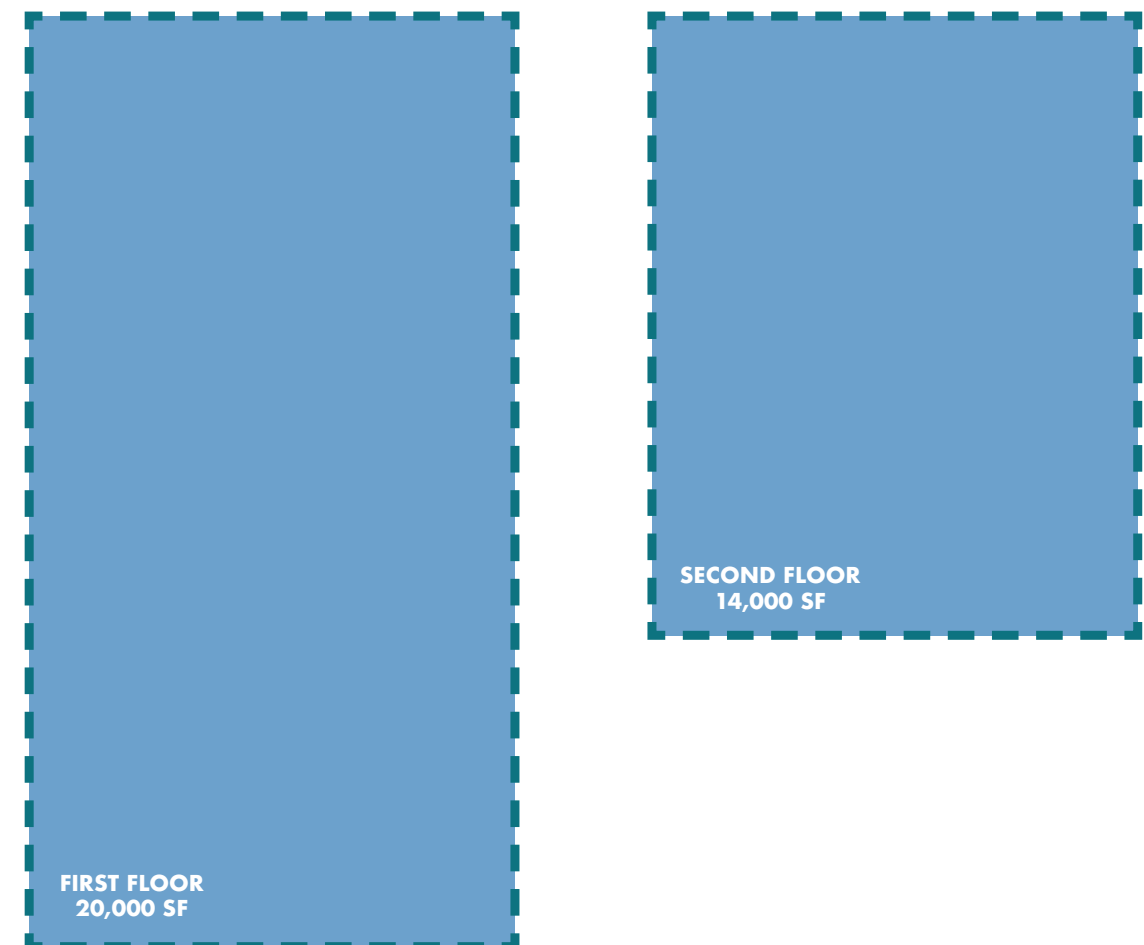
## Can we fit all desired public facilities in a new Community Center?

Yes, the area set aside for a new Community Center as shown on the plan would have the potential to accommodate the facilities the community is interested in. For comparison, the Harwich Community Center is 32,000 SF with a 17,000 SF basement.

### SPACES REQUIRED FOR DESIRED FACILITIES



### APPROXIMATE 34,000 SF TOTAL FOOTPRINT OF POTENTIAL NEW COMMUNITY CENTER



# COMMUNITY CENTER

## Key Questions

### **Can we reuse the Eddy School for a Community Center?**

Currently no plans to reuse Eddy School as a community center:

- Town Meeting authorized funding for a Brewster Elementary School Consolidation Feasibility Study in November 2019
- Consolidation Feasibility Study was completed in January 2022
- Brewster School Committee has care, custody, and control of the elementary schools
- After careful consideration, Brewster School Committee voted in October 2022 to table consolidation until the student enrollment has decreased to about 55 children per grade (currently about 65/grade)
- In February 2024, Brewster, Orleans, Eastham, and Wellfleet applied for state grant funds to explore feasibility of regionalizing elementary schools

# COMMUNITY CENTER

## Key Questions

### **What happens next if the plan for the Bay Property is approved by Town Meeting?**

- The plan will be implemented in 5 phases over the next 10 years.
- The Town will bring a funding request to Town Meeting in Fall 2024 seeking voter approval to fund all phases of the Pond Property Plan and Phases 1 & 2 of the Bay Property Plan.
- This will be the first of three such funding requests over the next 8 years and it will include approximately \$300k to undertake a community center feasibility study.

### **If the Bay Property Plan is approved, will the Town definitely build a community center?**

- No. The plan intentionally sets aside an area for a potential community center.
- Approval of the comprehensive plans does not commit the Town to funding them.
- Residents will have multiple opportunities to decide whether they want to move forward with the elements identified in the plans, including a community center.
- The second of three funding requests, expected to be brought to voters in several years, will seek resident approval to move forward with design of the facility.
- The last phase of financing, in about 8 years, would cover construction costs of the community center.

# COMMUNITY CENTER

## Key Questions

### **Would the community center really cost \$31M to build?**

- These are conceptual plans that make a series of assumptions about the size and scale of the facility and its amenities.
- Based on what we know today, the consultants have provided high-level cost estimates to help residents understand what a new community center might cost.
- The feasibility study would gather data and feedback from residents to determine and refine community needs and interests.
- Once we have that information, we will have a more accurate idea about the size and layout of the facility and its expected cost.
- We will also know more then about potential operating expenses, including future staffing needs.

### **Who will it serve?**

- The community center is expected to house Brewster's Council on Aging and Recreation Department.
- It will serve all ages, offering a wide variety of intergenerational activities and programs. Details will be worked out through the feasibility study.

# COMMUNITY CENTER

## Key Questions

### **The phasing plan calls for construction of the community center in about 8-10 years – what happens in the meantime?**

- The Council on Aging and Recreation Department will continue to grow their program and service options as much as they can while working within the confines of their existing facilities.
- We expect they will expand their uses of the buildings on the bay property during this interim period (eg. Arts Center).
- The dining hall may also be reused for some community uses and it won't be demolished until after residents have decided whether to move forward with a new community center.



**BAY PROPERTY  
FUTURE MUNICIPAL  
USES**

# BAY PROPERTY FUTURE MUNICIPAL USES

## What are future municipal uses?

The Town Warrant article to purchase the properties approved at Town Meeting included the following Potential Town Uses for both properties:

- habitat protection
- watershed protection
- open space
- conservation
- passive recreation
- active recreation
- community housing
- general municipal purposes

## Will the community have input on the future municipal uses?

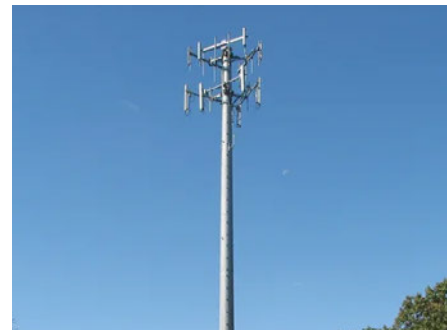
A separate community process will take place to determine future uses on the remaining 8 acres of the bay property. Once finalized, those plans will be brought back to a future Town Meeting for resident approval.

## When will the future municipal uses be determined?

Future municipal uses are not anticipated to be determined for at least 5-10 years.



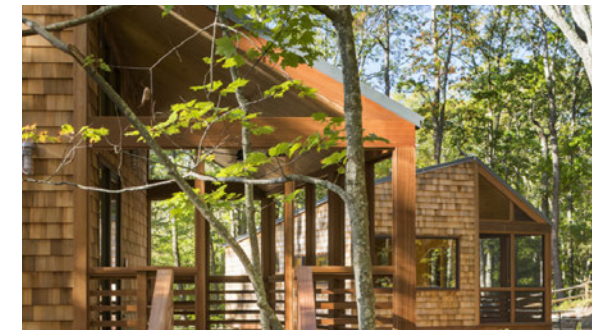
NEIGHBORHOOD WASTEWATER TREATMENT PLANT



CELL TOWER



HABITAT PROTECTION



HOUSING



UNANTICIPATED USES

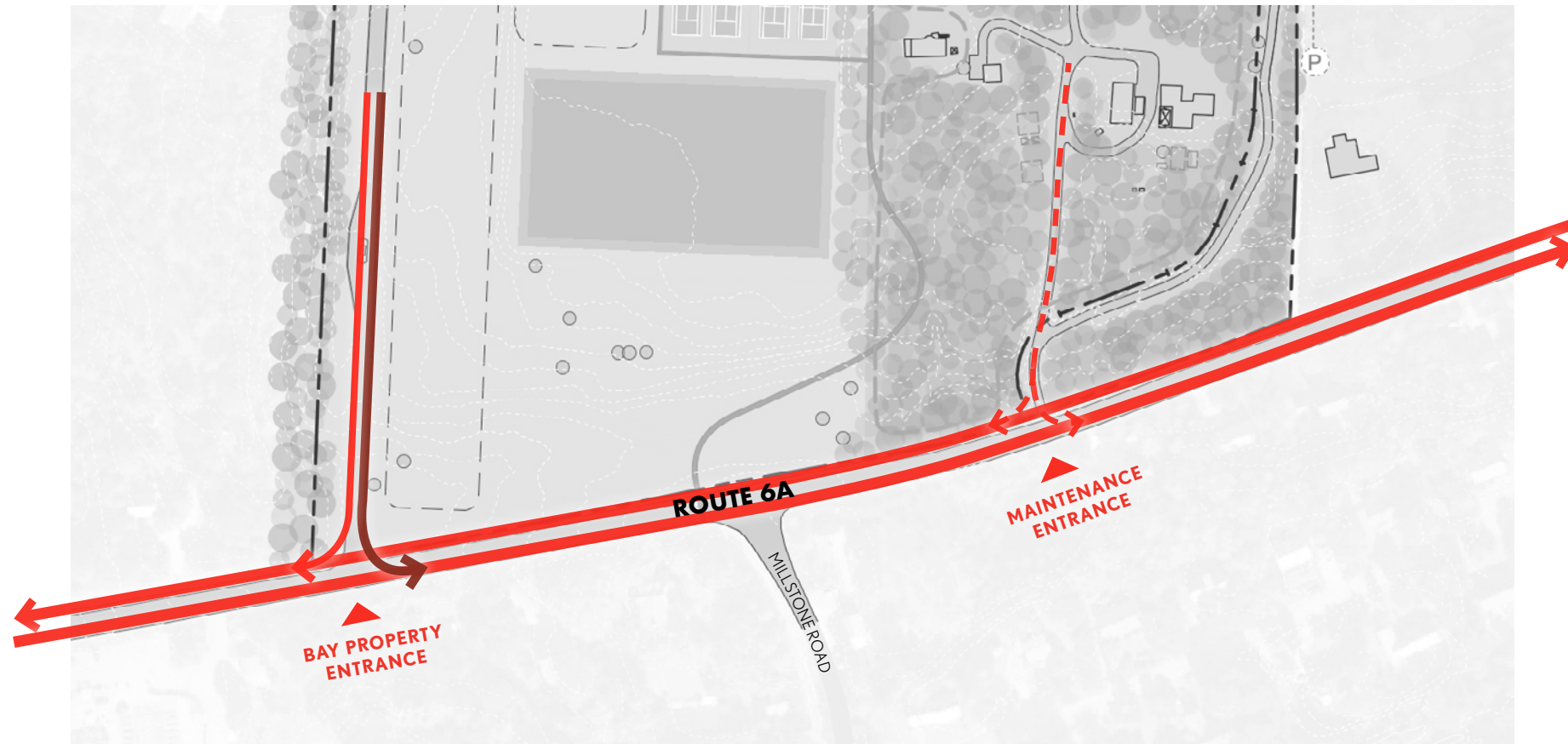
# BAY PROPERTY TRAFFIC

# BAY PROPERTY PRELIMINARY TRAFFIC STUDY

## Traffic Impacts

### What are the anticipated traffic impacts on Route 6A and the Millstone Rd intersection?

Increased community activity on the Bay Property would add some vehicular volume to traffic on Route 6A. Traffic impacts are not anticipated to be substantial. The main entrance drive would probably be slightly widened to create separate left and right turning lanes leaving the property onto 6A to help reduce wait times during peak summer traffic.

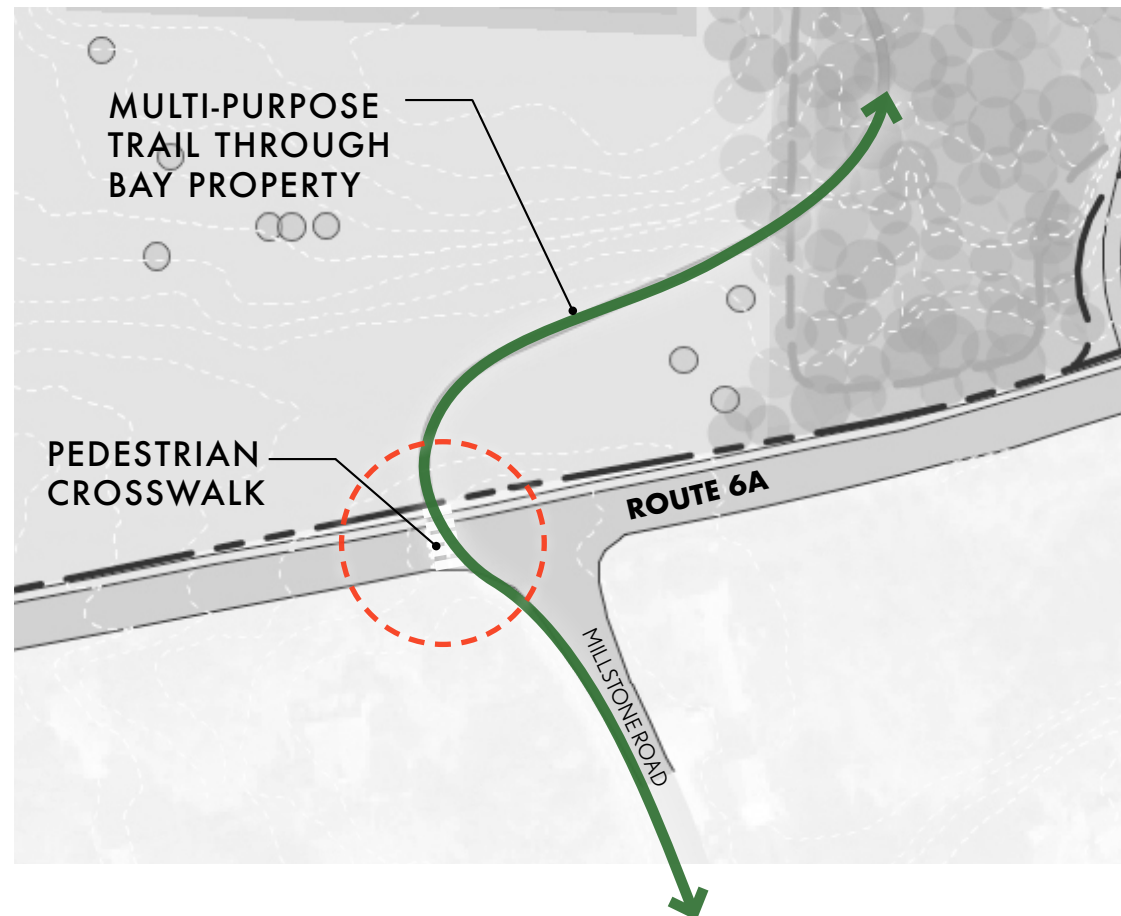


# BAY PROPERTY PRELIMINARY TRAFFIC STUDY

## Pedestrian and Bike Access

### What are the traffic impacts relating to pedestrian access and bike path access?

- The Millstone Road improvement project is anticipated to be completed by 2027. The project will include a sidewalk on one side along the entirety of Millstone Rd, improving pedestrian access to the Bay Property.
- The project will include a flashing beacon and crosswalk on Route 6A for pedestrian crossing, which will improve pedestrian and bike access to the Bay Property from both Millstone Rd. and the bike path.
- The Plan includes a multi-purpose trail through the pollinator meadow to access the entire property from Millstone Road and Main Street.



# BAY PROPERTY PARTNERSHIPS

# PARTNERSHIPS - BAY PROPERTY

Mass Audubon

## Mass Audubon

Amount pledged for Bay Property: \$2 million

### Partnership includes:

- Nature center with administrative offices
- Conservation restriction on approximately 10 acres surrounding existing pond on the northeast corner of the property
- Reuse of 3 existing cabins for seasonal workforce housing for Mass Audubon employees at reduced rates (10 year minimum commitment)

### Possible programs:

- A variety of programming and field trips
- Interpretative signage and nature trails



# MASS AUDUBON AT THE BAY PROPERTY

How would the partnership work?

## **Would there be membership costs to residents and would any parts of the property be inaccessible to the public?**

There would be no membership costs to residents and the entire property will remain open to the public.

## **What would the Town be paying for and where would Mass Audubon's pledge money be applied? Would the Town be receiving any of the fees collected for Audubon programs?**

The Town would be paying for all property improvements and would maintain the property. Mass Audubon would contribute \$2M to fully cover all costs of the new Nature Center and office space, including related infrastructure (parking, wastewater treatment, etc). Mass Audubon would pay the Town a modest fee to use the 3 renovated cabins for seasonal workforce housing. Mass Audubon would install an all-persons trail on the Bay Property and maintain the area within the conservation restriction. Otherwise, the Town would maintain the property.

## **What else would Mass Audubon contribute as part of this partnership?**

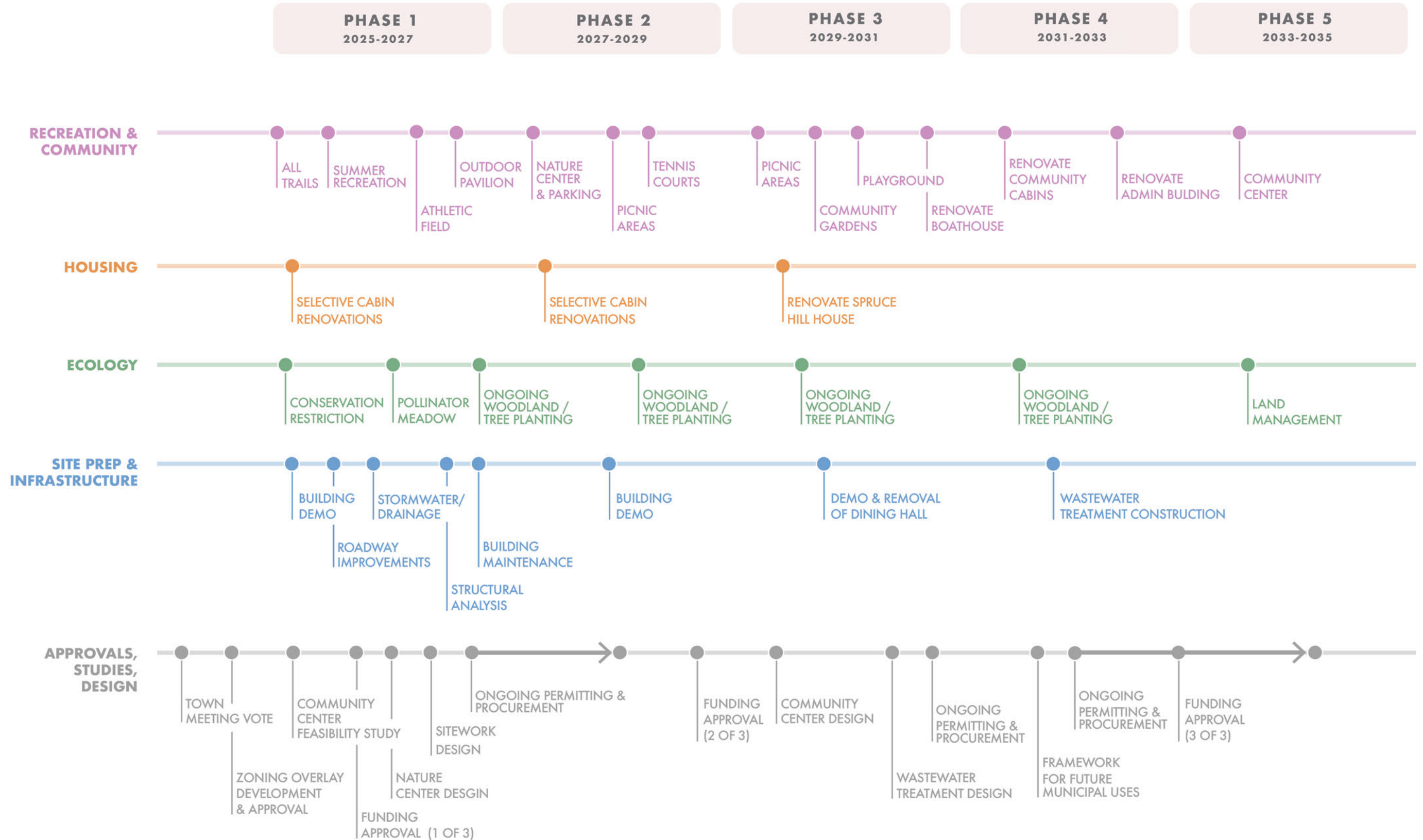
Mass Audubon would provide input on nature trails and interpretative signage in the pond and woodland areas. They would also provide technical assistance about rewilding portions of the property, including the front lawn and dunes.



# BAY PROPERTY PHASING

# BAY PROPERTY DRAFT PHASING

Target 2025 - 2033



# BAY PROPERTY DRAFT PHASING

Phase 1 (Target 2025-2027)

## APPROVALS, STUDIES, DESIGN

- Zoning Overlay Development & Approval
- Funding approval (1 of 3)
- Ongoing permitting and procurement
- Community Center feasibility study
- Nature Center Design
- Sitework Design (Trails, parking)

## SITE PREP & INFRASTRUCTURE

- Building Demo & Removal set 1
- Required Infrastructure including stormwater management
- Roadway improvements
- Building structural Analysis
- Maintenance of existing buildings

## RECREATION & COMMUNITY USE

- All trails, shared use path, fitness loop
- Athletic field/ flexible open space
- Renovate outdoor pavilion
- Summer Recreation Program moves to the Bay Property

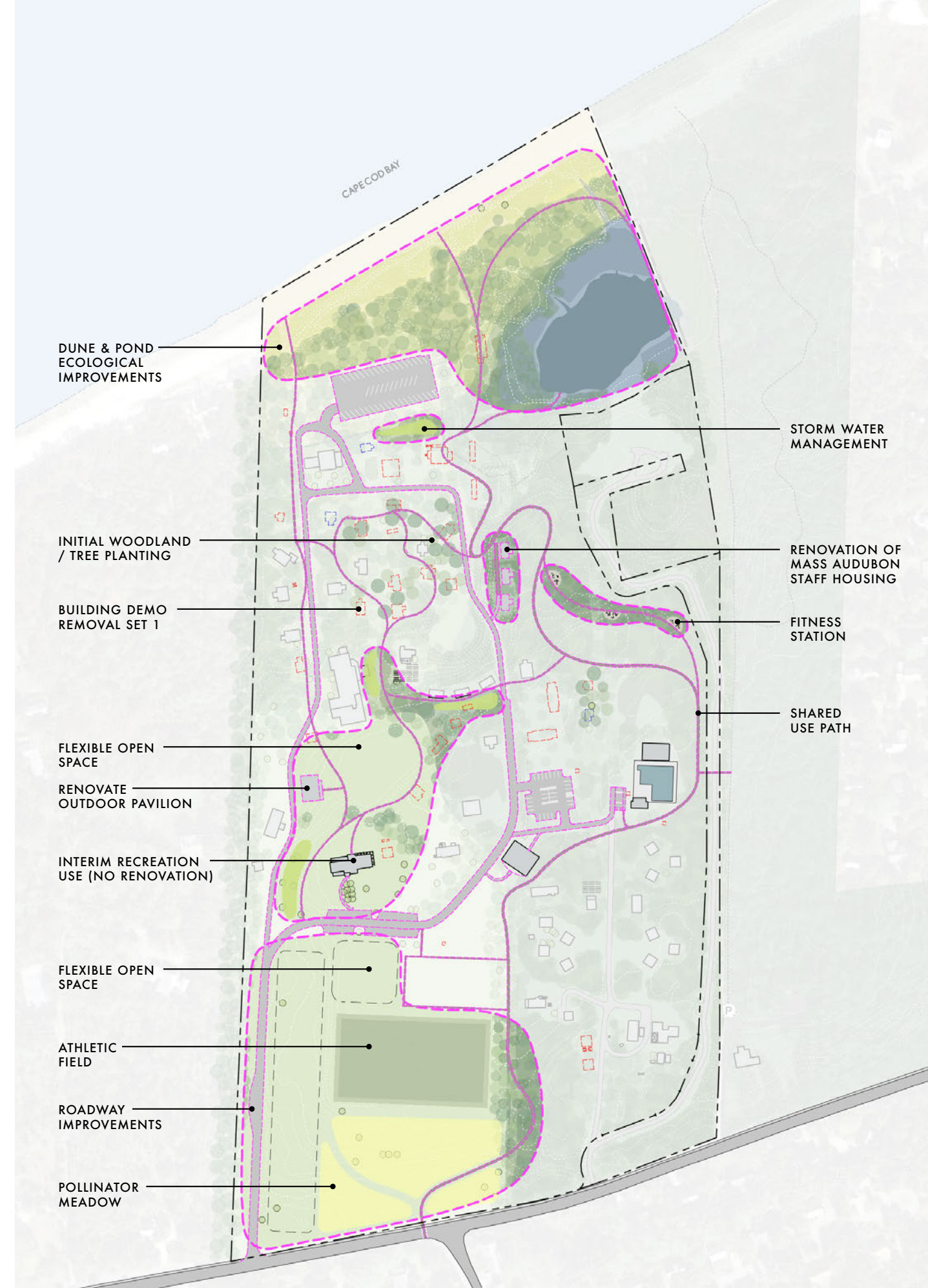
## HOUSING

- Selective housing renovation of existing buildings

## ECOLOGY

- Conservation Restriction
- Pollinator Meadow and dune restoration
- Initial woodland/ tree planting

**PHASE 1 TOTAL COST:  
\$8,300,000**



# BAY PROPERTY DRAFT PHASING

Phase 2 (Target 2027-2029)

## APPROVALS, STUDIES, DESIGN

Ongoing permitting and procurement  
Funding approval (2 of 3)

## SITE PREP & INFRASTRUCTURE

Building Demo & Removal set 2

## RECREATION & COMMUNITY USE

Nature Center and parking  
Picnic areas  
Tennis courts

## HOUSING

Selective housing renovation of existing buildings

## ECOLOGY

Ongoing woodland/tree planting

PHASE 2 TOTAL COST:  
**\$5,400,000**



# BAY PROPERTY DRAFT PHASING

Phase 3 (Target 2029-2031)

## APPROVALS, STUDIES, DESIGN

Ongoing permitting and procurement

Community Center Design (if applicable)

Design for Wastewater Treatment Plant

## SITE PREP & INFRASTRUCTURE

Demolition and removal of dining hall

## RECREATION & COMMUNITY USE

Playground

Picnic Areas

Community Gardens

Renovate boathouse for concessions/events

## HOUSING

Renovate Spruce Hill House for staff housing

## ECOLOGY

Ongoing woodland/tree planting

PHASE 3 TOTAL COST:

**\$10,400,000**



# BAY PROPERTY DRAFT PHASING

Phase 4 (Target 2031-2023)

## APPROVALS, STUDIES, DESIGN

Ongoing permitting and procurement

Establish Framework for Future Municipal Uses (Secluded Area)

Funding approval (3 of 3)

## SITE PREP & INFRASTRUCTURE

Wastewater treatment plant construction (location TBD)

## RECREATION & COMMUNITY USE

Renovate administration building

Renovate cabins for community use and add parking

## HOUSING

## ECOLOGY

Ongoing woodland/tree planting

**PHASE 4 TOTAL COST:  
\$6,600,000**



# BAY PROPERTY DRAFT PHASING

Phase 5 (Target 2033-2035)

## APPROVALS, STUDIES, DESIGN

Ongoing permitting and procurement

## SITE PREP & INFRASTRUCTURE

## RECREATION & COMMUNITY USE

Community Center  
Construction and Parking  
(if applicable)

## HOUSING

## ECOLOGY

Land Management

PHASE 5 TOTAL COST:  
**\$31,000,000**



# FINANCING AND COST



# POND PROPERTY OVERALL COST ESTIMATION

	CONSTRUCTION	ADDITIONAL COSTS (DESIGN AND CONTRACTOR FEES, PERMITTING, CONTINGENCY, ESCALATION)	TOTAL PER PHASE	POTENTIAL OTHER FUNDING	BALANCE TO BE FINANCED
<b>Phase 1</b> 2025-2027 <i>(0% escalation)</i>	\$1,400,000	\$900,000	\$2,300,000	\$500,000	\$1,800,000
<b>Phase 2</b> 2027-2029 <i>(5% escalation)</i>	\$100,000	\$400,000	\$500,000	\$300,000	\$200,000
<b>Phase 3</b> 2029-2031 <i>(10% escalation)</i>	\$2,100,000	\$2,400,000	\$4,500,000	\$4,500,000	\$0
<b>Total</b>	\$3,600,000	\$3,700,000	<b>\$7,300,000</b>	\$5,300,000	\$2,000,000

**Phase 4**  
2031-2033  
\*Cost TBD (cost to connect residents to new wastewater treatment plant)

# BAY PROPERTY OVERALL COST ESTIMATION

	CONSTRUCTION	ADDITIONAL COSTS (DESIGN AND CONTRACTOR FEES, PERMITTING, CONTINGENCY, ESCALATION)	TOTAL PER PHASE	POTENTIAL OTHER FUNDING	BALANCE TO BE FINANCED
<b>Phase 1</b> 2025-2027 (0% escalation)	\$4,700,000	\$3,600,000	\$8,300,000	\$1,500,000	\$6,800,000
<b>Phase 2</b> 2027-2029 (5% escalation)	\$3,500,000	\$1,900,000	\$5,400,000	\$2,700,000	\$2,700,000
<b>Phase 3</b> 2029-2031 (10% escalation)	\$2,800,000	\$7,600,000	\$10,400,000	\$1,400,000	\$9,000,000
<b>Phase 4</b> 2031-2033 (15% escalation)	\$3,500,000	\$3,100,000	\$6,600,000	\$1,100,000	\$5,500,000
<b>Phase 5</b> 2033-2035 (20% escalation)	\$19,300,000	\$11,700,000	\$31,000,000 (Community Center Construction)		\$31,000,000
<b>Total</b>	\$33,800,000	\$27,900,000	<b>\$61,777,600</b>	\$6,700,000	\$55,000,000

# FINANCING

## Sources

### **What funding sources are available to help pay for this?**

Financing options will include a combination of the following:

- Public Private Partnerships (\$4.5+M)
- Federal, state, and/or other grants
- Capital Stabilization Fund (\$1.5+M)
- Free Cash (average \$4M/year for all Town capital projects)
- Gifts & donations
- Property revenue generation (to help cover operating expenses)
- Debt (short-term & excluded)

Town develops and annually updates a 5 Year Capital Improvement Plan (CIP) that identifies all upcoming projects, initiatives, equipment, facilities, and acquisitions, their expected costs, and the anticipated funding sources. Financing and phasing for the Sea Camps will be incorporated into the CIP if the comprehensive plans for the properties are approved by Brewster voters.

# FINANCING

## Sequencing

### How will this impact my taxes?

If the plans are approved by Town Meeting in May, the Town anticipates asking Brewster voters to approve up to three rounds of excluded debt to help finance the plans over the next decade.

- Round 1 would include funding for all phases of the pond plan and the first two phases of the bay plan, including the community center feasibility study. It would be brought to Town Meeting and the ballot in Fall 2024.
- Round 2 would fund phases 3 and 4 of the bay plan, including community center design (if applicable). This debt exclusion would likely be brought to Brewster voters in 2028.
- Round 3 would fund phase 5 of the bay plan, which is construction of the new community center (if applicable). Based on the current timeline, this final funding request would be around 2031.

	PHASES	YEAR	ANTICIPATED DEBT ISSUANCE	TAX RATE IMPACT*	TAX BILL IMPACT ON MEDIAN HOME**
<b>Round 1</b>	All Pond + Bay 1&2	2024	\$11.4M	+.11/1000	+\$81
<b>Round 2</b>	Bay 3&4	2028	\$14.5M	+.15/1000 (\$ .26 total)	+\$104 (\$185 total)
<b>Round 3</b>	Bay 5	2031	\$31M	+.31/1000 (\$ .57 total)	+\$223 (\$408 total)

\* would impact the following fiscal year tax bills - eg. 2024 approval would impact FY26 tax bills (Fall 2025)

\*\* assumes 25 year level debt term and conservative 4.25% interest rate (Brewster has the highest possible bond rating, AAA, which helps secure the lowest possible interest rates)

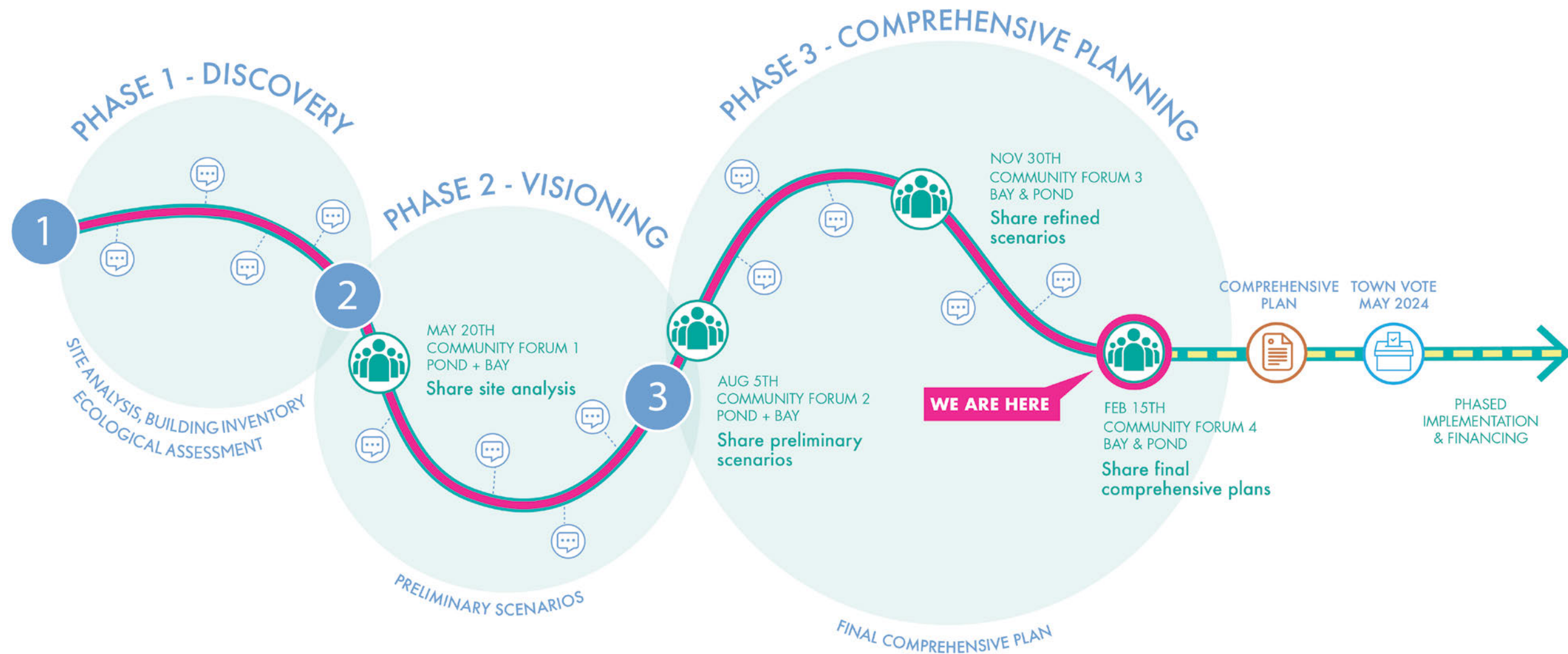
# THE FUTURE OF THE SEA CAMPS!



- 3.9 miles of trails (3.3 miles new)
- Trail connections to Spruce Hill and Long Pond Woodlands
- 66 acres of new conservation areas
- Ecological restoration (woodlands, dune restoration and pollinator meadow)
- Mass Audubon and Brewster Conservation Trust Partnerships
- Nature center
- Community housing and staff housing
- Picnic areas
- Public beaches at both properties
- Outdoor pool
- 4 tennis courts
- 25 community garden plots
- Flexible space for outdoor events
- Potential new Community Center

**NEXT STEPS**

# NEXT STEPS



- Additional information sessions will be hosted by Town Staff and the Committees in the coming months.
- The vote to approve the final comprehensive plans will take place at Town Meeting on May 11, 2024 at 1pm.

## QUESTIONS AND ANSWERS (40 MINUTES)

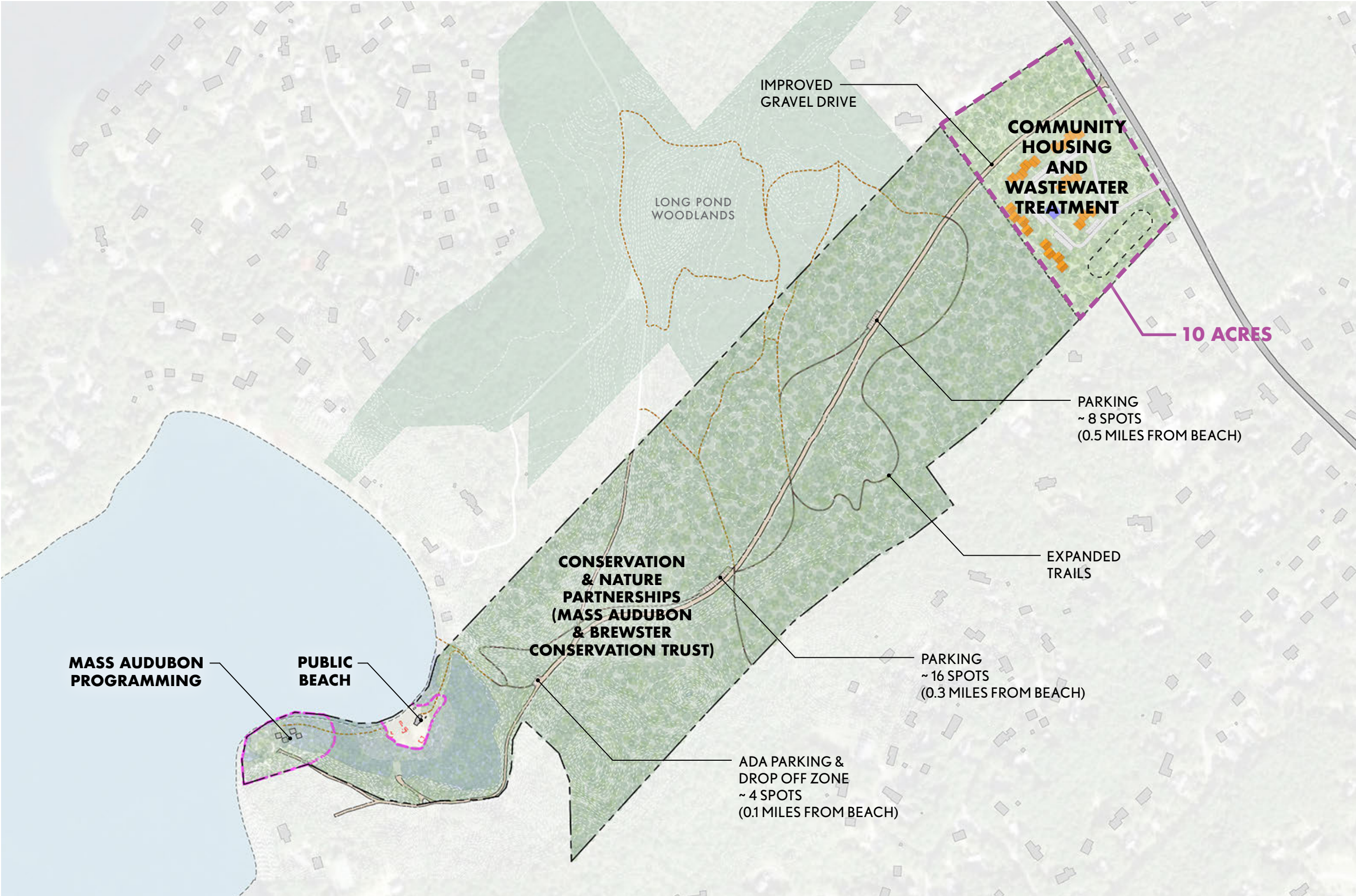
- Please type your questions in the chat
- We ask you to remain on mute
- I will read your questions and ask relevant Town staff, committee members, and members of the Reed Hilderbrand team to respond





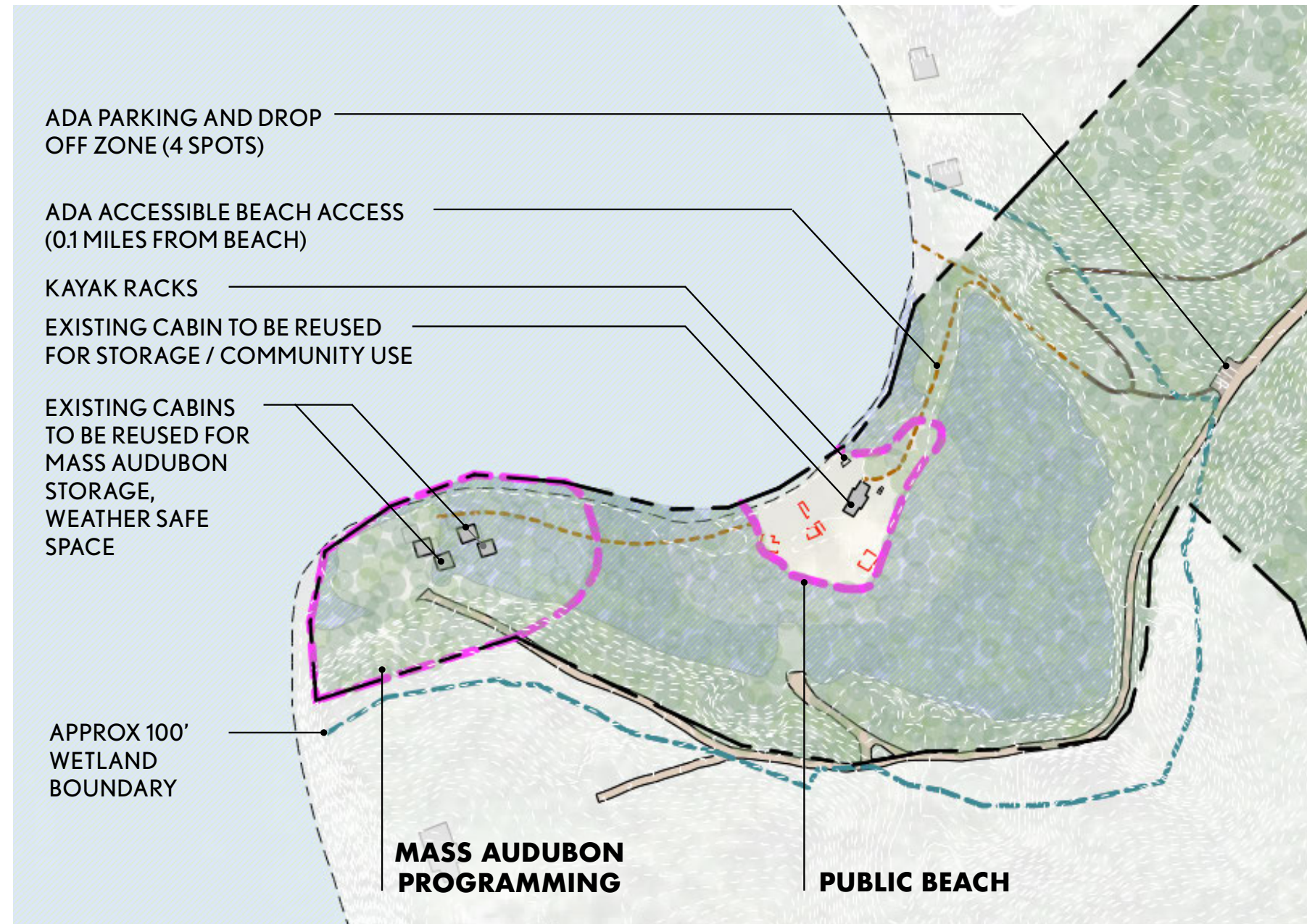
# POND PROPERTY COMPREHENSIVE PLAN

## Overall Plan



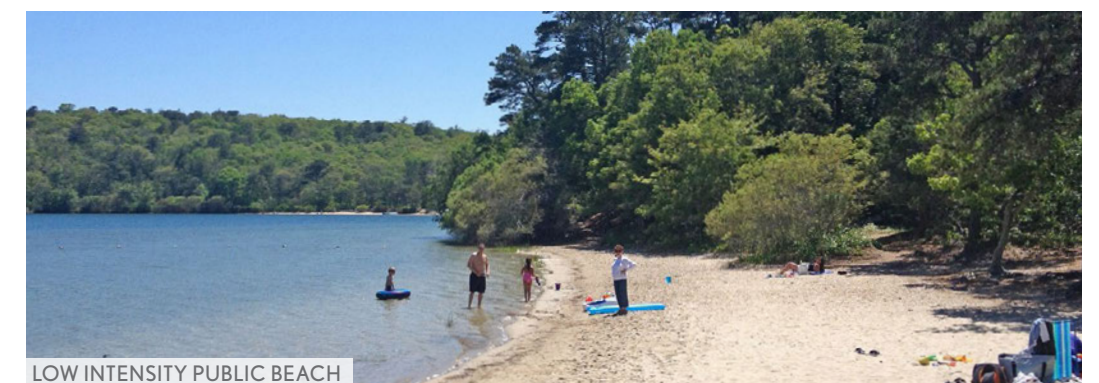
# POND PROPERTY COMPREHENSIVE PLAN

## Enlarged Beach Access Area



### Mass Audubon Desired programs:

- Small seasonal day camps
- Adult nature study workshops
- Field trips for Wellfleet Bay camp
- Afterschool programs
- Guided walks
- Kayak trips
- Partner with Recreation Department on kids programming



# BAY PROPERTY COMPREHENSIVE PLAN



RESTORE COASTAL DUNE



PARTIAL REWILD & SEASONAL COMMUNITY USE



COMMUNITY COMMONS



FLEXIBLE SPACE



NATURE BASED PROGRAMS



NEW TRAILS & ACCESSIBLE PATHS



POOL



WOODLAND BUFFER



COMMUNITY GARDEN

# HOW TO STAY UP TO DATE WITH OUR PLANNING

**Join a Pond Property tour!**

**Date: Saturday April 6 and Wednesday April 10  
– details to follow**

## **Project Updates**

<https://www.brewster-ma.gov/cape-cod-sea-camps-properties>

## **Committee Meetings**

Bay Property: Twice a month Tuesdays 4-6pm

Pond Property: Twice a month Wednesdays 4-6pm

## **Town Meeting Vote**

Saturday May 11, 2024 at 1PM

Residents can send questions to [bppc@brewster-ma.gov](mailto:bppc@brewster-ma.gov), [pppc@brewster-ma.gov](mailto:pppc@brewster-ma.gov),  
or [townmanager@brewster-ma.gov](mailto:townmanager@brewster-ma.gov).

# Thank you!



# BREWSTER COMMUNITY POOL

## 2023 RECAP & 2024 RECOMMENDATIONS

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Town of Brewster, Massachusetts  
December 18, 2023



# 2023 POOL PLANNING CONSIDERATIONS

## Year 1 Strategy:

- Keep things simple
- Gather data to evaluate for future planning

## Recognize Constraints:

- Financial
- Staffing (currently 1 full-time employee managing both properties)
- Capacity
- Time
- Government procurement (purchasing & contracting) regulations
- Lack of in-house pool operating experience

# POOL SEASON & SCHEDULE

## Town's Approach to 2023

- **Ribbon Cutting:** June 25, 2023
- **Pool Opening:** June 26, 2023
- **Pool Closing:** August 20, 2023
- **Hours of Operation**
  - 7 days/week
  - 7AM to 6PM (closed Wednesday morning for chlorine treatment)
  - Same as First Light Beach access (open 1 hour earlier than 2022)

## Town's Recommendation for 2024

- **Pool Opening:** June 15, 2024
- **Pool Closing:** August 18, 2024
- **Extend season by at least one week**
- **Hours of Operation**
  - 7 days/week
  - **Open 1 hour earlier:** 6AM to 6PM (closed Wednesday morning for chlorine treatment)
  - Offer private pool rentals on Friday and Saturday evenings (6-8PM)



# ELIGIBILITY TO USE THE POOL

## Town's Approach to 2023

### Brewster residents only

- Same eligibility as beach permits
- Same model as First Light Beach
- Would minimize operational impacts of managing property access
- Would allow Town to gather data on demand & use to guide pool operations going forward

## Town's Recommendation for 2024

### Brewster residents only, and...

- Allow non-resident Town/School employees to purchase passes as well
- Similar benefit currently in place for beach permits, shellfish permits, and Recycling Center permits
- Potential revenue increase without opening it broadly to non-residents

# POOL PROGRAMMING

## Town's Approach to 2023

- Exclusive lap swim until 8AM & keep 3 dedicated lap swim lanes all day
- Water aerobics classes from 8 to 9
- Swim lessons from 9 to 11
- NYA from 11 to 12 on Wednesday AM
- Collected data on 2-hour increments - only reached 100 swimmer capacity once on last day of season

## Town's Recommendation for 2024

- Retain similar schedule except starting lap swim 1 hour earlier
- Expand swim lesson classes/options
- Remove pool membership requirement for swim lesson participants
- Add more water aerobics classes

# START-UP POOL FINANCING

## Fall 2022 Town Meeting approved:

- New revolving fund to manage pool revenues & expenses
  - Will keep pool budget separate & self-sustaining
- \$200,000 for community pool start up costs, equipment, supplies, operations & maintenance
- \$250,000 for creation of pool parking lot

# 2023 POOL EXPENSES

- \$100,676 in 2023 operating expenses\* (\$125k estimated)
- \$69,351 in Year 1 start-up expenses (\$75k estimated)
- \$29,972 balance in start-up funds (already allocated to cover offseason capital)
- \$32,258 balance in pool parking lot funds (\$150,000 reappropriated to Millstone Road Improvement Project at Fall 2023 Town Meeting) – project cost less than \$70k due to smaller scope and DPW in-house services

\* Does not include gatekeepers who checked residency status for First Light Beach and Brewster Community Pool (~\$40k from American Rescue Plan Act funds) & offseason hours of new part-time Recreation Dept Administrative Asst

# 2023 POOL REVENUES

- \$113,115 in total revenues
- \$109,775 current balance in pool revolving fund
  
- Pool membership details:
  - 301 families
  - 84 individuals
  - 90 individuals + 1
  - 91 seniors
  - 123 seniors +1
  - 352 guest passes
  - 183 drop-ins

# FEE STRUCTURE

## Town's Approach to 2023:

- Individuals: \$100
- Individuals + 1: \$150
- Families: \$200
- Seniors: \$75
- Senior +1: \$125
- Drop-ins (4 days): \$5/each
- Up to 20 guest passes: \$5/each

## Town's Recommendation for 2024:

- Keep same fee structure
- Increase maximum number of guest passes to 25 per membership
- Registration will be managed by Recreation Department through MyRec online platform
- \$250 for private pool rentals (2 hours)

# CLOSING THOUGHTS

- Success of 2023 was a team effort!
- Consistently positive feedback from residents about facility, program, and staff
- Fully staffed for 2023 and set up for success in 2024
- Recommended 2024 program would not require additional staffing
- New pool furniture will be 2024 bonus

THANK YOU!

Questions?



## **Report of the Bay Property Planning Committee**

### **Charge and Authority**

The Bay Property Planning Committee (BPPC) was established to develop a comprehensive plan for the former Cape Cod Sea Camps, located at 3057 Main Street, for voters to consider at Spring Town Meeting 2024. Additional purposes include identifying existing conditions, engaging with the public, and providing short-term access for appropriate interim uses.

Recognizing that the bay property presents a unique opportunity to further many of the Town's priorities, the Select Board formed the BPPC and its sister committee, the Pond Property Planning Committee (PPPC) in December 2021 after the Town's purchase of the former Cape Cod Sea Camps. The Committee is advisory to the Select Board and also works closely with Town Management, the Recreation Department, the Natural Resources Department, the Department of Public Works, and the Council on Aging.

The Committee has eleven voting members: two from the Select Board, one each from the Natural Resources Advisory Commission and Recreation Commission, and seven at-large from the community. Non-voting liaisons represent the Finance Committee, Open Space Committee, Council on Aging, Cultural Council, and Affordable Housing Trust, as well as several community organizations. Members are appointed by the Select Board and are reappointed annually.

The Committee generally meets twice monthly, on the first and third Tuesdays of each month at 4pm. The Committee meets in person at Town Hall and residents have the option of attending in person or participating via Zoom. Agendas are posted at Town Hall and on the town website, and agendas and minutes are available on the town website on the BPPC committee page. Meetings are also live-streamed and recorded for future viewing on Channel 8. Public comment is a standing agenda item and a dedicated email ([bppc@brewster-ma.gov](mailto:bppc@brewster-ma.gov)) was established for the public to submit ideas, questions, and comments on the process and uses.

### **Summary of 2023 Activities**

The Committee's second year of meetings saw the long-term planning effort begin in earnest, while consideration and implementation of interim uses and amenities continued to build on the work from the previous year. Preference was given to interim uses that were "in-house," had low overhead, were one-time events, and were geared towards Brewster residents.

#### Amenities

##### **Brewster Community Pool**

Opening the existing on-site pool was the second-highest resident priority after having access to First Light Beach. Over 18 months, town staff dedicated immense effort and coordination to working through the innumerable details of opening and running a municipal pool. The goal of the first pool season was to get the pool open, create a program that was feasible to operate, and

gather data for future years. In January, the BPPC hosted a community forum to present information about the pool and seek resident input on fee structures and the overall pool program. The forum was well-attended and well-received, and the feedback from residents was instructive to the Committee's discussions: it also marked the first opportunity for the public to give input into the Sea Camps planning process!

While the initial approach included issuing an RFP for a third-party organization to run the pool, ultimately the decision was made to handle operations in-house. With staffing a concern in general, and lifeguards especially difficult to recruit, Mike Gradone, Recreation Department Director and Human Resources were able to hire a full complement of lifeguards, pool manager, and pool attendants.

Converting the use from a summer camp to a municipal pool required the addition of parking spaces, and voters at Town Meeting in the Fall of 2022 appropriated \$250,000 to create this lot. Design consultant team Reed Hilderbrand suggested a temporary lot so as not to preclude other use options in the long-term planning process. DPW Director Griffin Ryder presented the Committee with a thorough presentation and site visit of how a temporary lot could be laid out and how many cars it could accommodate. The Committee agreed that a temporary lot would support the immediate opening of the pool while also allowing for flexibility as the long-term plans took shape. The DPW, having undertaken the creation of the First Light Beach parking lot the year before, once again rose to the occasion and installed a 32-space lot with 4 ADA spaces adjacent to the pool. A special thank-you goes to the Garden Club, who added some texture and color by planting the raised garden beds!

With feedback from residents and input from town staff, the Committee voted to support a resident-only pool season running from June 26th - August 15th, with operating hours from 7:00am to 6:00pm, seven days a week. Proposed programming encompassed swim lessons, dedicated lap swim time, programming for groups, and water aerobics, with the specifics being the purview of the Recreation Department. Residents indicated support for paying a fee to access the pool, and five levels of membership were created. Guest passes and drop-in days expanded opportunities for people to access the pool in its first year. The Select Board also converted the COVID relief fund into a "Good Neighbor Fund" to support memberships for residents who wouldn't otherwise be able to cover the cost.

The ribbon cutting for the Brewster Community Pool was held on June 25th, and marked the beginning of an overwhelmingly successful first season! Total pool expenses came in under the projected \$125,000 at about \$100,000, and revenues were around \$113,000. Family memberships accounted for the largest percentage of membership sold, while around 350 guest passes were sold. Use of drop-in passes was tepid and the only day that hit the 100-person maximum was on the last day of the pool season. Resident feedback was positive and many expressed gratitude and delight, both at having this great new amenity and having it reserved for Brewster residents.

## **First Light Beach**

First Light Beach's second year in operation built on the success of the first, with continued support from the Select Board, Town Management, and the DPW. With the addition of the Brewster Community Pool, the beach opened an hour earlier at 7:00am. In keeping with the previous year's policies, it remained resident-only, with admittance closing at 6:00pm and the beach itself closing at 8:00pm. The beach season started with weekends from Memorial Day to June 15th, then ran seven days through Labor Day, and closed out with weekends through Columbus Day. A notable operational adjustment this year was to allow overflow parking in front of the administration building to accommodate the crowds on quintessential "beach days."

### Interim Uses: Events and Programming

Mike Gradone and the Recreation Department continued to make excellent use of the Bay Property facilities, and presented the BPPC with a year's worth of events and programming to consider. These uses were aligned with the Committee's charge to find a range of low-cost ways to provide site access to the public, and attendance and feedback were consistently positive. Events from the previous year that merited reprising included scout service projects and overnight stays, Movie Night, a family dance party, and Touch-a-Truck (canceled due to inclement weather). New additions to program offerings included "Saturday Kite Fever," "A Wheel Good Time," Senior Striders (in collaboration with the COA), Run Club, and Outdoor Club. The Rec Department also handled the not-insignificant task of running the Brewster Community Pool, including swim lessons, and oversight of the gate attendants. Community feedback from the comprehensive planning process showed broad support for the Recreation program being housed on the Bay Property and the Recreation Department has done a thorough job demonstrating the value of this idea.

The Cultural Council also availed themselves of the Bay facilities and proposed a repeat of their Earth Day craft event, with various pollinators being the subject of painters' efforts. In May, they sponsored a Dance Arts event at the Boathouse. This event featured workshops of Tai Chi, Egyptian Dance, Latin Dance, Yoga, and Zumba Dance, followed by a variety of short performances. About 100 members of the public attended plus presenters, and the event was received with enthusiasm and great engagement.

In 2023, the Committee was proud to sponsor its own events: "Da Hedge" and the First Annual Brewster Volunteer Fair. Vice Chair Katie Jacobus championed the revival of a popular Sea Camps fixture, where the campers would cheer on the riders of the Pan Mass Challenge in August – affectionately dubbed, "Da Hedge." She coordinated with the PMC and the former Sea Camps cycling team, who stopped for pictures and to express their gratitude as they passed through town. Special thanks to Ocean Edge and the Kitchen Cafe for their donation of breakfast foods for the attendees, and to Ed Barber and Mary Chaffee for their assistance in executing the event.

Chair Amanda Bebrin proposed using the dining hall to host a "municipal volunteer fair" in the fall. The aims of this event were three-fold: to give residents a glimpse into the extent of board

and committee roles and responsibilities, to highlight vacancies as opportunities for residents to get involved, and to thank current board and committee members for their service to the Town. With support from the BPPC, the Select Board, and Town Management, the First Annual Brewster Volunteer Fair was held September 30th and featured representatives from 30+ of Brewster's boards, committees, and commissions. About 30 members of the public attended and had the opportunity to delve into the work of the Zoning Board of Appeals, the Affordable Housing Trust, the Bikeways Committee, and everything in between! Board and committee members were enthusiastic about having a chance to speak with each other, as well as enjoying the volunteer appreciation luncheon. Special thanks to Pizza Shark and Ocean Edge for lunch, to the CERT team for their support at many Bay (and Town! events), and to Erika Mawn for expertly handling the logistics and keeping the Chair on schedule.

### **Comprehensive Planning**

The BPPC was excited to dive into the much-anticipated comprehensive planning process in 2023. Reed Hilderbrand (RH), a nationally prominent landscape architecture firm, served as the lead organization for this effort for both the Bay and Pond Properties. At the end of 2022, Elizabeth Randall and Madeleine Aronson outlined their planned approach that incorporated numerous opportunities for public engagement. The Committee, with invaluable support and insight from the RH team and Town Management, moved through phases of discovery, visioning, and comprehensive planning. This process was slated to conclude during the winter of 2024 in anticipation of having a final recommended plan for Spring Town Meeting.

In alignment with the BPPC's own research into previously-established community priorities and goals, the RH team similarly grounded their work in Brewster's strategic planning documents. The Coastal Resources Management Plan, the Open Space Plan and Recreation Plan, the Housing Production Plan, and the Vision Plan, the draft Local Comprehensive Plan, and others provided context and direction in creating priorities and goals throughout the process.

The RH team attended one meeting per month to solicit Committee feedback on a range of topics, starting with brainstorming initial guiding principles and concluding with specific policy decisions. The Committee's role in these deliberations were multiple: firstly, to confirm that the RH team was focusing on the appropriate themes and to bring attention to ideas or goals that were missing or needed greater emphasis. Secondly, the Committee served to interpret the data collected through the community forums, surveys, and comment on specific issues. While there was quick and broad consensus about a number of uses and ideas, others came with mixed sentiment. The Committee devoted many hours to discussion about how to balance town-wide goals and priorities with community feedback specific to the Bay Property. Thirdly, the Committee was tasked with reconciling sentiments expressed by the community that would be infeasible or impractical in reality. For example, from the outset, there was strong interest in reusing or repurposing many of the 90 structures on site. Yet after reviewing the site analysis and building conditions, it became clear that it would be extremely expensive to focus solely on renovation within the existing building footprints. The BPPC's conclusion was to prioritize reuse

where financially feasible, and to pursue other options to accommodate the uses and programming desired by the community.

Public engagement was a central component of the comprehensive planning process and in true Brewster tradition, the community took advantage of all opportunities to give input into this complex planning process. The first two fora were held on-site at the Dining Hall, which allowed people to interact with the materials presented and ask questions of staff, committee members, and the RH team in person. It also provided time for residents to explore and get a sense of the site and the buildings. All the materials from each forum were also quickly available on the Town website. For those unable to attend in person, or those who wished to provide additional perspective, each session was accompanied with a survey or opportunity to provide written feedback. In a departure from the originally proposed process, all four fora included plans for both the Bay and the Pond, in recognition of the fact that while separately located, uses were chosen to be cumulative and complementary.

The community fora are summarized as follows:

- Community Forum #1: Held in May, in person at the Dining Hall. This initial session was the dreaming and brainstorming session, to generate a ‘universe of ideas’ that would serve as a frame of reference moving forward. Attendees were asked about uses they would like to see and experiences they’d like to have on-site, places they enjoy spending time, and needs (and wants) that the town could add or expand. About 400 people attended in person and 1367 survey responses were submitted.
- Community Forum #2: Held in August, in person at the Dining Hall. This session built off the community input gathered from the first and added in the data from the site analysis and building conditions. Forum #2 introduced the idea of breaking the Bay Property into “neighborhoods” and presented a number of scenarios for each area for residents to rank. With 55 acres, 90 structures, and various environmental and topographical features, attendees began to explore which uses would be a good fit for different parts of the site. Potential partner organizations were also invited to speak about their missions and what services and programs they could bring to the sites. Attendance in-person was around 400 people, with 875 survey responses submitted
- Community Forum #3: Held in November, virtually. This session presented draft comprehensive plans for each property as well as initial cost information. Important contextual information and test scenarios for key decision points, namely housing and a community center, were also presented. More information was provided on a partnership opportunity with Mass Audubon. About 250 people attended and 120 comments were submitted via email, providing thoughtful and detailed feedback.

The following guiding principles spanned the process and informed both RH and Committee deliberations. Like the building blocks in the Local Comprehensive Plan, they are unweighted and all equally important to work towards:

- Expand opportunities for community use with a focus on wellness, recreation, arts, and education
- Protect and conserve important natural habitat
- Contribute to the Town’s affordable housing goals

- Re-use buildings and amenities where feasible
- Build partnerships for activities and stewardship
- Foster awareness of the sensitive ecologies and demonstrate sustainability
- Plan for long-term needs of the Town
- Balance cost with revenue generation

Ideas and uses with broad support included siting the Recreation Department and program on the Bay Property, providing opportunities for passive recreation, protecting natural resources, and making use of existing buildings and amenities for both interim and long-term uses. Committee members and residents alike expressed the importance of robust information about financial impacts and phasing to implement elements of the plan.

The Select Board called a joint meeting with BPPC and PPPC in October to provide policy direction on a number of outstanding decisions that needed to be clarified before the third community forum. Key topics of discussion were the partnership with Mass Audubon, housing, and the inclusion of a space for a potential future multigenerational community center on the Bay Property. The Select Board and Committee support for all three items are reflected in the draft and final recommended plan iterations. With the comprehensive planning process finishing up in 2024, readers of this report will have to follow along in real time and then await the 2024 BPPC Annual Report to find out what happens next!

### **Bay Property Planning Committee Members & Affiliations**

<b>Voting Members</b>	<b>Non-Voting Liaisons &amp; Representatives</b>
Amanda Bebrin, Chair; At-Large	Gary Christen, Open Space Committee Liaison
Katie Miller Jacobus, Vice-Chair; At-Large	Jan Crocker, Cultural Council Liaison
Karl Fryzel, Clerk; At-Large	Catie Fyfe, Mass Audubon Representative
Mary Chaffee; Select Board	Bill Meehan, Finance Committee Liaison
Dave Whitney; Select Board	Roger O’Day, Brewster Conservation Trust Representative
Pat Hughes; Natural Resources Commission	Maggie Spade-Aguilar, Affordable Housing Trust Liaison
Peter Johnson; At-Large	Sharon Tennstedt, Council on Aging Liaison
Caroline McCarley; At-Large	Kathleen Walker, YMCA Cape Cod Representative
Clare O’Connor-Rice; At-Large	
John Phillips; At-Large	

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Tom Wingard; Recreation Commission
Alyson Felix, Alternate

All members of the BPPC were appointed in March of 2022. Terms were renewed for another year in June of 2023. Each brings their varied life, career, and municipal experiences to inform their collective work of gathering and using input from the public, balancing it with Town priorities, considering the time and cost of the possible options, and reconciling it all into a proposed comprehensive plan for voters to consider at Spring Town Meeting 2024. With meetings routinely running two hours long, twice a month, the Committee's progress is a testament to their commitment to the process and to fulfilling their charge to the best of their abilities. The Chair thanks the members, representatives, and liaisons alike for their thoughtful input, innovative ideas, respectful discussion, and good humor throughout an intense and complicated process.

**Bay Property Planning Committee Staff Support**

While not officially on the roster of staff support, the Committee would be remiss not to thank Assistant Town Manager Donna Kalinick, DPW Director Griffin Ryder, Recreation Director Mike Gradone, and COA Director Elton Cutler for their continued involvement in the process, and for their expertise and guidance in myriad Committee discussions.

Town Manager Peter Lombardi provides expert support to the Committee as well as sophisticated coordination with other Boards, Committees, Departments, the Reed Hilderbrand team, and potential organizational partners. His guidance, insight, and keen ability to understand both the big picture and granular details have been invaluable to the Committee's deliberations.

Conor Kenny, the Town's Project Manager, supports the BPPC in condensing their far-ranging meetings and discussions into succinct, well-articulated minutes.

Respectfully Submitted,

Amanda Bebrin, Chair

**Archived:** Friday, February 23, 2024 4:50:45 PM

**From:** [Amanda Bebrin](#)

**Mail received time:** Thu, 8 Feb 2024 23:35:06

**Sent:** Thu, 8 Feb 2024 18:34:50

**To:** [David Whitney](#)

**Cc:** [Joseph Sullivan](#) [Peter Lombardi](#)

**Subject:** Re: Bike Fest 2024

**Importance:** Normal

**Sensitivity:** None

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Thanks, Dave.

I'm CCing Peter to discuss with town staff as needed and I'll let you know if we need any additions information. Unless I hear otherwise, I'll plan to include this on our 2/27 agenda.

Amanda

On Thu, Feb 8, 2024, 6:09 'a0PM David Whitney <[dwhitney@brewster-ma.gov](mailto:dwhitney@brewster-ma.gov)> wrote:

Dear BPPC,

The Bicycle and Pedestrian Committee would like to host Brewster Bike Fest on the Bay property on Saturday, 5/18/24 from 12:30 PM to 4:00 PM. Registration will begin at 12:30 and events will begin at 1:00. CERT will provide parking and registration assistance. Participants may include Brewster Police, CCRTA, Brewster Water Department, Brewster Rec, Friends of the Cape Cod Rail Trail, Mass DCR, Brewster Department of Natural Resources, Brewster Recycling Committee, local Cub Scout packs, etc. Attendance is expected to be 50-75 participants. The area requested is the Arts Center and surrounding roads. The Art Center would be used for power and in case of inclement weather.

Please add this request to the next BPPC agenda.

Thanks

Dave

Sent from my iPad





# Town of Brewster

2198 Main Street  
Brewster, MA 02631-1898  
Phone: (508) 896-3701  
Fax: (508) 896-8089

## MINUTES OF THE BAY PROPERTY PLANNING COMMITTEE MEETING

**DATE:** February 5, 2024

**TIME:** 9:00 AM

**PLACE:** In Person Site Visit – 3057 Main St, Brewster, MA 02631

**PARTICIPANTS:** Town Manager Peter Lombardi, Chair Amanda Bebrin, Vice-Chair Katie Jacobus, Selectperson Mary Chaffee, Selectperson David Whitney, Caroline McCarley, Thomas Wingard, Patricia Hughes, John Phillips; Liaisons/Representatives: Jan Crocker, Sharon Tennstedt; Town Staff: Mike Gradone (Recreation Department Director), Griffin Ryder (DPW Director), Elton Cutler (COA Director), Ed Barber (Sea Camps Director); Other Select Board members: Selectperson David Whitney, Selectperson Cynthia Bingham

**Absent:** Karl Fryzel, Clare O'Connor-Rice, Peter Johnson

### **Call to Order:**

Ned Chatelain called the Select Board to order at 9:04am.

Amanda Bebrin called the Bay Property Planning Committee meeting to order at 9:05 am.

### **Discussion**

The group walked the property and Peter Lombardi, Ed Barber, Griffin Ryder, and Mike Gradone explained the updated bay property plan one "zone" at a time. The main areas of focus of discussion were proposed changes as indicated in the plan: structures proposed to be removed and buildings to remain, proposed changes to the road and parking, buildings identified for potential staff/employee housing, and which phases in which those changes would take place. No proposed changes will be finalized until Town Meeting votes on the plans.

### **Adjournment**

The meeting adjourned at 10:00am.

Respectfully submitted by Conor Kenny, Project Manager

Approved: \_\_\_\_\_ Signed: \_\_\_\_\_



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## MINUTES OF THE BAY PROPERTY PLANNING COMMITTEE MEETING

**DATE:** February 6, 2024

**TIME:** 4:00 PM

**PLACE:** Hybrid Participation – Zoom/2198 Main Street, Brewster, MA

**PARTICIPANTS:** Town Manager Peter Lombardi, Chair Amanda Bebrin, Vice-Chair Katie Jacobus, Selectperson Mary Chaffee, Selectperson David Whitney, Karl Fryzel (remote), Caroline McCarley, Thomas Wingard, Patricia Hughes (remote), Peter Johnson, John Phillips, Clare O'Connor-Rice (remote), Liaisons/Representatives: Bill Meehan, Jan Crocker, Sharon Tennstedt, Catie Fyfe, Kathleen Walker, Gary Christen, Town Staff: Donna Kalinick (Assistant Town Manager), Mike Gradone (Recreation Department Director), Griffin Ryder (DPW Director), Elton Cutler (COA Director), Chris Miller (Natural Resources Director)

### **Call to Order, Declaration of a Quorum, Meeting Participation Statement and Recording Statement:**

Chair Amanda Bebrin called the meeting to order at 4:00 pm. Ms. Bebrin read the meeting participation and Clerk Karl Fryzel read the recording statement. Ms. Bebrin announced all members of the committee who were present, a quorum was declared. There were no public announcements or comments.

### **Public Announcements and Comments**

None

### **Follow-up Discussion on Housing & Future Municipal Uses in Secluded Zone**

Town Manager Peter Lombardi said that the committee should have the opportunity today to discuss this issue further. Feedback from residents on housing at the bay property has been mixed, even though there is a consensus that housing at one of the properties is necessary. If housing was constructed at the bay property, as part of "future municipal uses", this would have to take place in the fifth phase, 8-10 years from now.

Chair Bebrin said that the site visit on February 5 was helpful in terms of refreshing the memories of committee members about the geography of the property. Mr. Fryzel asked for clarification on which structures in the plan are proposed for renovation for staff housing. Mr. Lombardi responded that they are proposing to renovate for staff housing the infirmary and the small cabin to the south of the infirmary, as well as the 3 cabins on the bluff of the east side of the property just south of the shooting range for Audubon seasonal workforce housing. Additionally, Westcott House, in the secluded zone, is carved out for housing reuse. The administration building would be used for interim recreational uses – cost estimates are carried in the phasing and financing plan to rehabilitate this building for 2+ million dollars. Mr. Fryzel asked for clarification on "staff housing" – Mr. Lombardi responded that he was referring to Town employees, be they seasonal or year-round.



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Pat Hughes asked for clarification that, although housing is not mentioned in the map for the secluded area for “future municipal uses”, it is still possible that housing could be one of these future municipal uses. Mr. Lombardi responded that housing remained a possible future municipal use. Selectperson Mary Chaffee said that it is important to make clear to residents that “future municipal uses” includes all the options that residents voted for when they voted to purchase the property back in 2021. Clare O’Connor-Rice asked if once these “future municipal uses” had been decided on by staff, would they brought back to the Town for a vote. Mr. Lombardi responded that this was the case, and it would be made clear at the upcoming forum.

Caroline McCarley asked if the Town could find ways to remind residents of the number of buildings on the property, and the plans for all of them. Mr. Fryzel asked if it is the case that there are an additional 7-9 buildings that will remain on site, although the uses of these structures is thus far undetermined. Mr. Lombardi responded that this is correct – it does not make sense to make any plans for these cabins until the specific plans for “future municipal uses” are decided upon.

Vice-Chair Katie Jacobus said that while she was in favor of housing on both properties, it made sense to start with housing on the pond property to begin with. Ms. O’Connor-Rice agreed that housing on both properties was a good idea, but that the current version of the plans is a good place to start.

Mr. Lombardi said that, as the plans have changed slightly in relation to the secluded zone, the committee should vote on this latest iteration. The Select Board will then vote on the committee’s recommendations at their February 12 meeting in advance of the forum.

### **Vote to Clarify Future Municipal Uses in Secluded Zone**

Selectperson Whitney moved that the committee approve the map of what is called the secluded zone with the existing borders, as outlined in the packet. Vice-Chair Jacobus second. A roll call vote was taken. Clare O’Connor-Rice – yes, Selectperson Whitney – yes, Pat Hughes – yes, Karl Fryzel – yes, Caroline McCarley – yes, Katie Jacobus – yes, Thomas Wingard – yes, Amanda Bebrin – yes, John Phillips – yes, Peter Johnson – yes, Selectperson Chaffee - yes.

### **Update on Financing & Phasing Details and Format for February 15 Forum**

Mr. Lombardi explained that the presentation for the February 15 forum will be 90 slides. Reed Hilderbrand has included a timeline slide to show the key elements of each phase of the plans for the bay property. A slide has been included at the end of the presentation to show the costs for each phase. Offsets, grants and contributions will also be shown.

Ms. McCarley suggested that Phase 6 should be deleted from the entire packet, there should only be 5 phases – Phase 6 is 12 years away – she does not understand why this phase, which pertains to the removal of the beach parking lot and the dune restoration, needs to be included. Chris Miller, Natural Resources Director, said that the parking lot will likely last for more than 10 years, at a conservative estimate, but the erosion rates are not currently known.



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Selectperson Mary Chaffee said that slide 82, which shows the overall cost estimation, will get a lot of attention from the public and the media. She suggested that each phase should have the years attached to them, so that the expenditure on a yearly basis is clear. The proposed cost of a potential community center should also be identified as a major cost driver in Phase 5 so that it is clear why the cost in this phase is so large.

Ms. Hughes said, in response to Ms. McCarley's earlier comment, that there used to be a swimming pool where the current parking lot is, and that had to be removed as a result of erosion. The future of the parking lot therefore needs to be considered. Mr. Fryzel asked where people would park if the parking lot were eventually removed. Mr. Lombardi responded most of the cabins will be removed to the south of the loop access road, meaning that there will be room to construct a new parking lot. Mr. Lombardi said that, if there is a Phase 6, it should include the removal of the current lot and the construction of a new one, but that he would be personally inclined to remove Phase 6 from the plans.

Mr. Fryzel asked, in terms of financing, if the slides will show the amount of debt to be taken on for each phase. Mr. Lombardi responded that the slides would show three tranches of debt issuances, the first to include all phases for the pond and Phase 1 & 2 for the bay, the second to include Phases 3 & 4 for the bay, and the third would include Phases 5 and/or 6 for the bay.

Vice-Chair Jacobus asked if the slides would also show what debt was coming off the books, in order to lessen resident sticker shock. Mr. Lombardi responded that this has not been decided yet, but that the Town is carrying very little debt, so it is not possible to claim that there is a significant offset.

Ms. McCarley said she understood the reasons for the inclusion of Phase 6, but that people will react negatively to the idea of removing a parking lot that was just recently installed. Mr. Fryzel said perhaps Phase 6 could be kept, but that the removal of the parking lot could be identified as conditional on future rates of erosion. Ms. O'Connor-Rice agreed that Phase 6 should be removed – what could happen in 10 years is too difficult to predict, and this is too much information to include. Thomas Wingard also stated his agreement with Ms. McCarley that this Phase should be removed from the plans.

Ms. McCarley moved to remove Phase 6 from the final plans. Selectperson Whitney second. A roll call vote was taken. Clare O'Connor-Rice – yes, Selectperson Whitney – yes, Pat Hughes – yes, Karl Fryzel – yes, Caroline McCarley – yes, Katie Jacobus – yes, Thomas Wingard – yes, Amanda Bebrin – yes, John Phillips – yes, Peter Johnson – yes, Selectperson Chaffee - yes.

In terms of the format of the forum, Mr. Lombardi noted that it will be on Zoom and will last approximately 2 hours. The presentation will be approximately 90 minutes, and pre-emptive FAQs will be scattered throughout the presentation. Time will also be set aside for Committee Chair introductions, and there will be opportunities for staff and committee members to present a number of slides. The pond property will be presented on first. Reed Hilderbrand will review the plans for the bay property in a similar way to the third forum. They will then examine the community center, future municipal issues, the Massachusetts Audubon



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partnership, phasing and costing, financing, and next steps. After the presentation is finished, there will be a Q&A session for residents – the questions will be entered into the chat feature and answered by appropriate staff or consultants.

Vice-Chair Jacobus said it should be made clear that there is not a survey or any other kind of feedback opportunity after this forum, unlike the previous ones. Mr. Lombardi agreed, and said the purpose of this forum is to share information – the plans will not be refined further after this forum. Mr. Fryzel asked if the forum would be recorded and made available for residents to view later if they are unable to attend on the night. Mr. Lombardi responded that the forum would be recorded and made available just like the third forum. Ms. O'Connor-Rice said she was conscious of not sharing her opinions at the last forum, and asked Mr. Lombardi if he had guidance for how he would like committee members to add or not add their own opinions. Mr. Lombardi responded that the forum was probably not the appropriate time for committee members to express their views, but that in the lead-up to Town Meeting it would be entirely appropriate for committee members to speak to residents about their support for the plans. Kathleen Walker asked if a Zoom link has already been created for the forum. Mr. Lombardi responded that there has, and that it has already been posted on the Town website, and a further reminder would be posted on February 8.

## **Update on Shooting Range Remediation**

Mr. Lombardi reported that this work is underway and should be complete by February 14. The work is proceeding according to plan.

## **Review Upcoming Approved Interim Uses and Vote on Proposed New Interim Uses**

Mike Gradone, Recreation Director, reported that the Recreation Department would like to host a number of spring and summer programs at the bay property. Wheel Good Time is a 5-week program on Wednesdays beginning on April 3, where children would bring scooters, bikes and cycle around the property. Audubon Camp will be held during April vacation from Tuesday to Friday – they would like to use the bay property on one of these days and do a beach clean-up. Spring Soccer will be a 6-week program on Sundays, beginning April 28 – one of these Sundays will coincide with Brewster in Bloom, and parents will therefore have to park on the upper lot near the administrative building on that day. The Recreation Department would also like to host the three summer nights on the lawn events: the Family Dance Party on Thursday, July 25 from 6-8pm, Family Movie Night on Friday, August 9 from 8-10pm, and Touch-a-Truck on Friday, August 23 from 5-7pm.

Elton Cutler said that the seniors would like to continue to use the Arts Center for one day a week during the summer months for the Seniors Without Walls program. Ms. Bebrin said that when Mr. Cutler had more details, the committee would be happy to consider his proposal.

Mr. Fryzel moved to approve the aforementioned proposed interim uses for the Recreation Department for the spring and summer. Ms. McCarley second. A roll call vote was taken. Clare O'Connor-Rice – yes, Selectperson Whitney – yes, Pat Hughes – yes, Karl Fryzel – yes, Caroline McCarley – yes, Katie Jacobus – yes, Thomas Wingard – yes, Amanda Bebrin – yes, John Phillips – yes, Peter Johnson – yes, Selecterpson Chaffee - yes.



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Ms. O'Connor-Rice said that the Cultural Council would like to host an Earth Day event at the Arts Center on the Sea Camps property on Saturday, April 20. Last year the Pollinator Party was well received, and the plan is to do another arts project that focuses on the environment. It would be held from 10pm-1pm, with time for set up and clean up before and after. This would be done with the cooperation of the Recreation Department. Ms. McCarley moved to approve the use of the Arts Center for the Cultural Council's Earth Day event. Selectperson Chaffee second. A roll call vote was taken. Clare O'Connor-Rice – yes, Selectperson Whitney – yes, Pat Hughes – yes, Karl Fryzel – yes, Caroline McCarley – yes, Katie Jacobus – yes, Thomas Wingard – yes, Amanda Bebrin – yes, John Phillips – yes, Peter Johnson – yes, Selectperson Chaffee - yes.

Chair Bebrin said that the Brewster Garden Club would like to hold their annual meeting on Wednesday September 4 on the bay property. They would have a bagged lunch and would invite 40 attendees. Vice-Chair Jacobus moved to approve the Brewster Garden Club's use of the bay property for their annual meeting. Mr. Fryzel second. A roll call vote was taken. Clare O'Connor-Rice – yes, Selectperson Whitney – yes, Pat Hughes – yes, Karl Fryzel – yes, Caroline McCarley – yes, Katie Jacobus – yes, Thomas Wingard – yes, Amanda Bebrin – yes, John Phillips – yes, Peter Johnson – yes, Selectperson Chaffee - yes.

Mr. Lombardi noted that the Town is planning on hiring two members of staff to help support the extra work associated with the Sea Camps properties – a part-time assistant to help recreation programming, and a full-time, 32-week a year position, to assist with Sea Camps maintenance.

### **Vote on Meeting Minutes: January 9 and January 23, 2024**

Selectperson Chaffee moved to approve the meeting minutes from January 9, 2024. Ms. Hughes second. A roll call vote was taken. Clare O'Connor-Rice – yes, Selectperson Whitney – yes, Pat Hughes – yes, Karl Fryzel – yes, Caroline McCarley – yes, Katie Jacobus – yes, Thomas Wingard – yes, Amanda Bebrin – yes, John Phillips – yes, Peter Johnson – yes, Selectperson Chaffee - yes.

Selectperson Chaffee moved to approve the meeting minutes from January 23, 2024. Selectperson Whitney second. A roll call vote was taken. Clare O'Connor-Rice – yes, Selectperson Whitney – yes, Pat Hughes – abstain, Karl Fryzel – yes, Caroline McCarley – yes, Katie Jacobus – yes, Thomas Wingard – yes, Amanda Bebrin – yes, John Phillips – yes, Peter Johnson – yes, Selectperson Chaffee - yes.

### **Discuss Future Meeting Agenda Items**

Mr. Lombardi stated that the initial recommendations on the summer pool program will be provided at the meeting on February 27. Mr. Fryzel asked if the next meeting would involve discussion about how to pivot from the recent forum to Town Meeting. Mr. Lombardi responded that this was the case, and that the role of committee members in terms of outreach in the lead up to Town Meeting would also be discussed.

### **Next Meetings**

February 27, March 12 and March 26, 2024



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## **Matters Not Reasonably Anticipated by the Chair:**

Mr. Lombardi provided an overview of the press release that was sent out on the morning of February 6. Mass Audubon has pledged a total of \$3.5 million to the Town to protect and enhance both Cape Cod Sea Camps properties in Brewster. Brewster Conservation Trust, Brewster's private land trust (BCT), is also a partner in this effort. Mass Audubon's Board of Directors recently approved \$2 million for the bay property, the former main campus of Cape Cod Sea Camps which contains numerous buildings and other public amenities. As part of its commitment to the bay property, Mass Audubon would hold a conservation restriction on approximately 10-acres of the bay property that includes natural coastal dunes, a pond, woodlands, and trails areas, offer nature-based educational programming in partnership with the Town, establish an informal nature center with office space, and lease three renovated cabins for seasonal Mass Audubon employees.

## **FYIs**

None

## **Adjournment**

Ms. Jacobus moved to adjourn at 5:23pm. Selectperson Whitney second. The committee unanimously voted to adjourn the meeting.

Respectfully submitted by Conor Kenny, Project Manager

Approved: \_\_\_\_\_ Signed: \_\_\_\_\_

Accompanying Documents in Packet: Agenda, Forum 3 Takeaways, Bay Property Plan, Forum 3 Presentation, Minutes of Bid Opening, CCSC Shooting Range Remediation Notice to Proceed, Project Schedule, Email Re: COA 50<sup>th</sup> Anniversary, BPPC 11.14.23 Minutes, BPPC 12.18.23 Minutes