



Town of Brewster

2198 Main St., Brewster, MA 02631
bppc@brewster-ma.gov
(508) 896-3701

Amended Bay Property Planning Committee Meeting Agenda 2198 Main Street, Brewster, MA 02631 March 21, 2023 at 4:00 PM

Members:

Amanda Bebrin,
Chair
(Vision Planning
Committee)

Katie Miller Jacobus,
Vice Chair
(At Large)

Karl Fryzel,
Clerk
(At Large)

Mary Chaffee,
Select Board

Ned Chatelain,
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: 467353

US: +1 312 626 6799 or +1 929 436 2866 Webinar ID: 898 0232 5739 Passcode: 467353

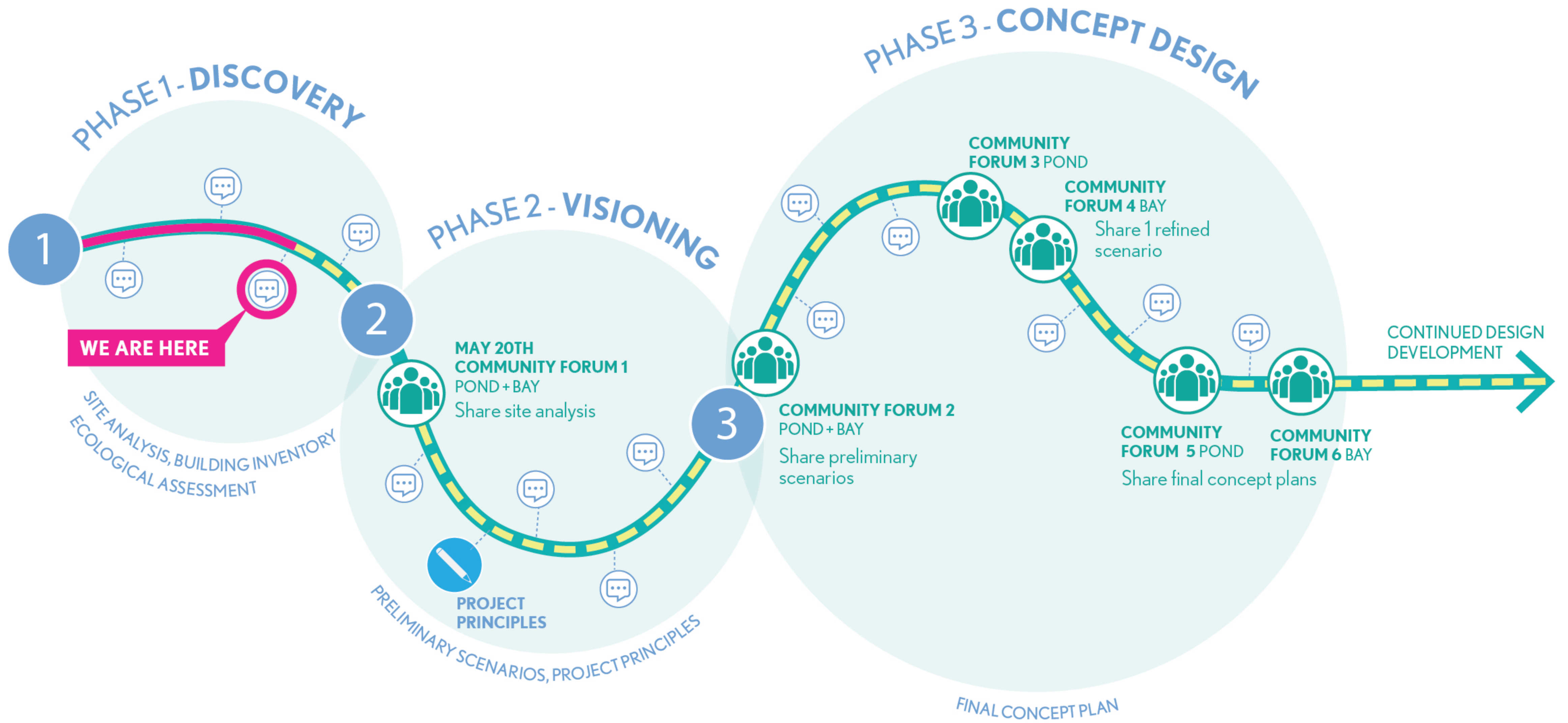
When required by law or allowed by the Chair, persons wishing to provide public comment or otherwise participate in the meeting, may do so by accessing the meeting remotely, as noted above. Additionally, the meeting will be broadcast live, in real time, via **Live broadcast** (Brewster Government TV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

1. Call to Order
2. Declaration of a Quorum
3. Meeting Participation Statement
4. Recording Statement
5. Public Announcements and Comment: Members of the public may address the Committee on matters not on the meeting's agenda for a maximum 3-5 minutes at the Chair's discretion. Under the Open Meeting Law, the Committee is unable to reply but may add items presented to a future agenda.
- ~~6. Presentation and Discussion of Bay Property Discovery Findings & Analysis~~
7. Community Forum Timeline Update
8. Summer 2023 Brewster Community Pool Update
9. Review Upcoming Approved Interim Uses and Potential Vote on Proposed New Interim Uses
10. Vote on Meeting Minutes: March 7, 2023
11. Discuss Future Meeting Agenda Items
12. Next Meetings: April 4, April 25, and May 9, 2023
13. Matters Not Reasonably Anticipated by the Chair
14. Adjournment

Date Posted:
03/16/2023

Date Revised:
03/17/2023

Received by Town Clerk:



Archived: Friday, March 17, 2023 1:21:19 PM
From: [Clare O'Connor-RICE](#)
Sent: Tue, 14 Mar 2023 16:10:03
To: Peter Lombardi; Amanda Bebrin
Cc: jcrocker14@gmail.com; Kari Hoffmann
Subject: request for item on March 21st BPPC meeting
Sensitivity: Normal

Hi, here's our request for using the Sea Camps, let me know if you need anything else. Jan Crocker, our liaison, will be making any presentation required. Thanks!

The Brewster Cultural Council, with funding from the MA Cultural Council, is proposing two programs to be presented at the Sea Camps Bay Property..

The first program is on **Earth Day, April 22 from 10-1 at the Arts Center**. Sunshine Singleton will create 20 pre-cut reclaimed wood forms of pollinators which attendees will paint onsite. We plan on having an art teacher there to guide the attendees in painting, and to have fun facts about each pollinator with each form. We expect it to be intergenerational, and will be partnering with the Rec Department and possibly the COA for outreach. The Rec department will register the people at \$10 a form (family members can work on one form if they want). We hope to have 40 participants, and will need 12 tables and 40-50 chairs. The Cultural Council will provide snacks. The completed painted pollinators, if the attendees agree, will be coated with resin for later use out of doors. The Cultural Council will arrange future pick up or delivery of the resin-coated forms. Heat, electricity, and bathrooms will be needed at the Arts Center for the event. Parking can be in front of the big house or along the fence, whichever works best.

The second program would be **May 13 at the Boat House**, from 1-4PM. It is our understanding that Ed will be there that day and can open and close the building, which would need to have lights and the bathrooms. One table would be great, and 2 chairs. Those we can supply if need be. This will be a movement arts event, with two or three movement artists sharing their craft, their moves, and creating an interactive introduction that will encourage all ages to be more active. Again, the outreach would be broad, from the COA to Rec department to the schools, with no registration fee required. We can have a sign up to get a general sense of the numbers, but would accommodate walk ins. If signage is needed to direct people to the Boat House, The Cultural Council can create, place, and remove them. As this is the first time to try this, we hope to have 30-40 people, but it could be smaller. Again, any staffing needed would be provided by our volunteers.

Thank you on behalf of the Cultural Council: Clare O'Connor-Rice, Richard Perry, Gerald Healy, Rebecca Alvin, Jan Crocker, Dave Iannitelli, Ed Bohn, Kari Hoffman Liaison



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MINUTES OF THE BAY PROPERTY PLANNING COMMITTEE MEETING

DATE: March 7, 2023

TIME: 4:00 PM

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

PARTICIPANTS: Town Manager Peter Lombardi, Chair Amanda Bebrin, Selectperson Mary Chaffee, Selectperson Ned Chatelain, Karl Fryzel, Katie Jacobus, Caroline McCarley, Patricia Hughes (remote), Peter Johnson, Thomas Wingard, John Phillips, Clare O'Connor-Rice; Liaisons/Representatives: Bill Meehan, Jan Crocker, Sharon Tennstedt, Gary Christen, Maggie-Spade Aguilar, Kathleen Walker; Town Staff: Griffin Ryder, Director of Public Works, Mike Gradone, Recreation Department Director; Pond Property Planning Committee Member: Chris Williams

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

Amanda Bebrin called the meeting to order at 4:00 pm and read the meeting participation and recording statements. 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

Review Brewster Council on Aging FY19-23 Age-Friendly Action Plan

Sharon Tennstedt noted that the FY19-23 Age-Friendly Action Plan was the strategic plan for the Council on Aging. They are in the last four months of this strategic plan, so efforts will soon begin to develop the next plan. There may be overlap with the work of the Bay Property Planning Committee. In the coming months, the information that the COA begins to collect may be useful for informing the BPPC process. In 2015, Councils on Aging began for the first-time conducting needs assessments. UMass provided the template that was used for all towns. The COA Advisory Board in Brewster used the results of the Boston survey to develop the strategic plan. At the time of the last survey, the older population in Brewster (60+) was around 46%, whereas last summer it had increased to 53%. All projections suggest this will rise. The information from the initial survey was used to develop the action plan. The plan is comprehensive, and the value of the plan was in identifying the need for a full-time program coordinator. The Select Board approved the position request for a full-time program coordinator and it was subsequently approved at Town Meeting. Another outcome from the survey was a widespread interest in a multigenerational community center, rather than an age specific senior center – this outcome is important in informing the work of the BPPC. The COA is about to conduct another needs assessment survey through UMass Boston, and this time it will be customized specifically for Brewster. They are happy to take feedback or suggestions of items to be incorporated in this needs assessment survey.

Karl Fryzel asked what the timeline was for the development of the new plan. Ms. Tennstedt responded that it was delayed due to the lack of a potential funding source, though it was initially planned to begin in



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January 2023 to have the results by April. There may be advantages to conducting the survey later in the year, due to many people being away from Brewster in the winter. It will likely be summer by the time they start developing the plan. Selectperson Chaffee asked if there will be specific questions in the survey about using the Bay Property. Ms. Tennstedt responded that this was definitely an option. Town Manager Peter Lombardi noted that the timing and content of these surveys should be closely coordinated with the community forums and other potential surveys sent by Reed Hilderbrand.

Discuss Updated Proposal from Pond Property Planning Committee for Temporary Signage

Chris Williams requested the committee's permission to post a new temporary sign down in the First Light Beach pathway to educate the public about the pond property. The PPPC is trying to educate the public about the pond property, and this has been a challenge given that access is currently limited. Tabletop exhibits and a video have been developed, and this sign would continue that education. Given the "sister" nature of the properties, it is important to keep the link. Thomas Wingard asked if a QR reader code could be put on the poster to link back to the informational video. Mr. Williams responded that a QR code was on the sign and that an email address is also included. Katie Jacobus asked if, after the sign goes up, people will be able to explore the pond property. Mr. Williams responded that access was currently challenging with limited parking, and the wording of the sign makes this clear. Selectperson Chaffee noted that the video and new website will provide a lot of information about the pond property, but that this sign lacks clarity in certain respects, such as the authorship of the content. The title could also be more attention-grabbing. Karl Fryzel suggested signage could also be posted near the pool – Mr. Williams agreed. Clare O'Connor-Rice concurred with Selectperson Chaffee's comment about the title. Peter Johnson moved to approve the installation of the sign, pending an improved title and additional information on the authorship. Clare O'Connor-Rice second. A roll call vote was taken. Selectperson Chaffee – yes, Selectperson Chatelain – yes, Pat Hughes – yes, Karl Fryzel – yes, Caroline McCarley – yes, Clare O'Connor Rice – yes, Katie Jacobus – yes, Thomas Wingard – yes, Amanda Bebrin – yes, Peter Johnson – yes, John Phillips – yes.

Site Remediation Project Update

Mr. Lombardi noted that there is a location in the north-east quadrant of the property which was used as a shooting range and there is some relatively isolated contamination to the soils in that area. River Hawk Environmental has been responsible for preparing a remediation plan. Based on research that they have conducted, there are no concerns about contamination to adjacent wetlands and groundwater. There are some unknowns around the extent of the contamination to the soils, and in order to keep costs down, the scope of work put together by River Hawk requires intensive oversight – to ensure the Town does not have to pay for the disposal of additional soils. Because of this factor, and how long it may take, the project has been moved back to the fall, and a solicitation will be issued in the coming weeks – they plan to award the contract in late Spring, and mobilize on-site after Labor Day. Mr. Lombardi said that, as part of this work, the same contractor will be coming in to remove the shooting range structures, and the area will be returned to its natural state.

Pat Hughes asked if once the contaminated material is removed, the next sampling period will be 2026. Mr. Lombardi responded that he believed this was correct. Mr. Fryzel asked if the remediation work is a



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hindrance to the committee's plans for use of the property. Mr. Lombardi responded that these were state requirements, and once the remediation was complete, the Town may receive some updated compliance requirements from the state depending on the extent of the work that's been done. However, this should not impact the committee's plans for use of the property.

Summer 2023 Brewster Community Pool Update

Mr. Lombardi noted that the Select Board is working on the assumption that the pool will be open at least from June 26th through August 15th from 7am to 6pm for residents only. The 5 membership categories are as the committee outlined – the Town is still planning on offering guest passes to residents and trial swim days in the summer. The Town has been working on developing rules and regulations and informational materials to send out to residents. The permit office in Town Hall will be assuming responsibility for processing applications for pool passes, and the eligibility requirements will be consistent with those for resident beach passes. Those materials get sent out to residents with the tax bills in April – so there is a quick turnaround to pull together a lot of information. Operationally, the Town should be in a position to open the pool on schedule. In terms of the solicitation for a potential third party pool manager, the Town still plans to issue this. Mr. Lombardi stated that the Town needs to do everything it can to do to ensure the pool is open this year. The Town is planning on posting for pool manager, lifeguards and water safety instructors. A job description is being put together for the pool manager position. Once all of that information is finalized, it will be posted on the Town website.

DPW Director Griffin Ryder noted that the parking construction was moving ahead, after conferring with Jon Idman, Town Planner, on permitting requirements. A waiver will be required for some of the dimensional requirements. If the Planning Board does not grant relief on these dimensions, then Mr. Ryder proposes making the parking lot a bit smaller, which would result in the loss of 5 spaces. Mr. Ryder expects that when he presents to the Planning Board on March 8th that they will be receptive to granting this waiver. Construction has begun, because a fallback option exists in the event that the Planning Board denies the request. The main enabling proportions of the work will be carried out during the month of March.

Selectperson Ned Chatelain asked how the response to the RFP will intersect with the process of recruiting staff in-house. Mr. Lombardi said these two processes would run in parallel, and the Town plans to issue a solicitation in the next couple of weeks. The positions will be posted next week. Mr. Lombardi acknowledged that this was somewhat unorthodox, but the intent is to ensure staffing is secured. Lifeguarding shortages are statewide, and securing lifeguards will be as much of a struggle for a service provider as for the Town. Selectperson Chatelain asked if the Town would decline third party proposals if there was a satisfactory response to the individual job postings. Mr. Lombardi responded that this was possible, and the goal was to be in a position to be able to make those kinds of decisions. Selectperson Chatelain asked if the job offers would be conditional. Mr. Lombardi responded that this has not been worked out yet.

Selectperson Chaffee asked for an update on plans for the procurement of safety equipment, as well on the plans for showering and changing facilities. Recreation Director Mike Gradone responded that Donna Kalinick, Assistant Town Manager, has been in contact with other towns to discuss how the procurement



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should work for this project. In terms of showers, there are two different showers in the pool area for people to use. There are changing facilities with an updated ramp, and a building behind the pool which is being retrofitted to include changing facilities. Two ADA bathrooms are part of the pool house, and these have enough room for changing space. There will also be 2 handicap accessible portajohns placed near the pool. The necessary number of lounge chairs, lifeguard stands and picnic tables has been identified.

John Phillips asked if a safe passageway for kids will be created from the parking lot to the pool, and if there will be safety signage. Mr. Ryder responded that they plan on creating a clear pathway from the parking lot, using either split rail or nautical fencing to delineate this path. Mr. Ryder will also carry out turning movements with the Fire Department. Thomas Wingard asked if the management and budgeting for the pool would rest on the Recreation Department's shoulders. Mr. Lombardi responded that Mr. Gradone will have an active role in oversight of the management of the pool, but that the solicitation will require a pool manager to be in place to handle logistical issues and daily operations. Mr. Wingard asked if a Recreation Department Administrative position has been advertised yet – Mr. Gradone responded that it has been posted.

Maggie Spade-Aguilar asked if any thought has been given to offering lifeguard training at the pool. Mr. Gradone responded that this was planned for 2024, but likely there would not be time for it this year. Katie Jacobus asked if Mr. Ryder had taken buses into account in the parking circulation. Mr. Ryder responded that the buses would circulate around the circle and drop-off at the Arts Center.

Review Upcoming Approved Interim Uses and Potential Vote on Proposed New Interim Uses

Mr. Gradone stated that residents could still register for the "Polar Plunge". Caroline McCarley asked how residents could participate in the kite flying program. Mr. Gradone responded that people would have to register in advance.

Discuss Potential Fall 2023 Community Event

Ms. Bebrin suggested the formation of a subcommittee to generate ideas for community events to take place on the property in the fall. Mr. Gradone offered to assist in this process. Mr. Lombardi suggested that "Indigenous Persons Day" in October might be an appropriate occasion to hold a formal ceremony on the property. Ms. Hughes said that given the busyness of the upcoming summer, it might be better to wait until after the summer, and defer fall events to 2024. Selectperson Chatelain asked if touch-a-truck and movie nights were planned for this summer. Mr. Gradone responded that both of these events were planned, in addition to a possible family dance party night in lieu of the Brewster Band concert (who will likely be performing at Drummer Boy Park). Clare O'Connor Rice said that the Cultural Council could come up with ideas for one-off events that will be easy to manage. Mr. Lombardi noted that the fall would be peak season for working through the community engagement process, and this would take up a lot of staff and committee capacity. Katie Jacobus asked if it was possible to invite residents to line up behind the hedge during the Pan-Mass Challenge race in August – this used to occur in previous years. Peter Johnson responded that this idea could be a good community event to support Pan-Mass Riders. Mr. Lombardi said issues around parking and opening would have to be discussed with Town staff, and feedback could be provided



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at an upcoming meeting. Ms. Bebrin said this would be added to a future agenda item pending staff feedback.

Vote on Meeting Minutes: February 7, 2023

Mr. Johnson moved to approve the minutes for February 7, 2023. Ms. Jacobus second. A roll call vote was taken. Selectperson Chaffee – yes, Selectperson Chatelain – yes, Clare O'Connor Rice – yes, Pat Hughes – yes, Karl Fryzel – yes, Caroline McCarley – yes, Katie Jacobus – yes, Thomas Wingard – yes, Amanda Bebrin – yes, Peter Johnson – yes, John Phillips – yes.

Discuss Future Meeting Agenda Items

The aforementioned hedge event will be discussed at a future meeting. Reed Hilderbrand consultants will be present at the next two meetings. Ms. O'Connor-Rice noted that there will be two proposals on the use of the Arts Center. Mr. Gradone stated that a potential event with the NYA and Rec Department at the Arts Center will be discussed.

Next Meetings

March 21 and April 4, 2023

Matters Not Reasonably Anticipated by the Chair:

None

Adjournment

John Phillips moved to adjourn at 5.29pm. Ms. Hughes second. A roll call vote was taken. Selectperson Chaffee – yes, Selectperson Chatelain – yes, Clare O'Connor Rice – yes, Pat Hughes – yes, Karl Fryzel – yes, Caroline McCarley – yes, Katie Jacobus – yes, Thomas Wingard – yes, Amanda Bebrin – yes, Peter Johnson – yes, John Phillips – yes.

Respectfully submitted by Conor Kenny, Project Manager

Approved: _____ Signed: _____

Accompanying Documents in Packet: Agenda, Age Friendly Action Plan FY-19-23, 3057 Main Street – MassDEP Phase 1 Report Summary, Select Board Memo Re. Summer 2023 Community Pool Recommendations, Planning Board Parking Waiver Request, Minutes from 2.7.2023