

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 January 9, 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), or **Video recording** (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. Review and Discuss Key Takeaways from Forum #3 & Public Comment - Reed Hilderbrand
7. Review and Discuss Updated Bay Property Plan & Remaining Policy Decisions - Reed Hilderbrand
8. Review and Discuss Town Partnership with Mass Audubon
9. Update on Shooting Range Remediation
10. Review Upcoming Approved Interim Uses and Vote on Proposed New Interim Uses
11. Vote on Meeting Minutes: November 14 and December 18, 2023
12. Discuss Future Meeting Agenda Items
13. Next Meetings: January 23 (Joint with Select Board and Pond Property Planning Committee) and February 6, 2024
14. Matters Not Reasonably Anticipated by the Chair
15. FYIs
16. Adjournment

Date Posted:

01/05/2024

Date Revised:

Received by Town Clerk:

MEMORANDUM



ISSUE DATE

January 3, 2024

TO

Bay and Pond Property
Planning Committees

Town of Brewster Select
Board

COPIES TO

Peter Lombardi, Town
Manager

Donna Kalinick, Assistant
Town Manager

MUNICIPALITY

Town of Brewster

FROM

Reed Hilderbrand

PROJECT

Town of Brewster Sea
Camps

POND AND BAY PROPERTIES COMPREHENSIVE PLANNING: FORUM #3: KEY TAKEAWAYS AND ITEMS FOR CLARIFICATION

The Design Team has carefully considered and reviewed the feedback from the Community Forum #3 Breakout Groups and email feedback provided during the comment period. The range of opinions provided through the Breakout Groups and through emailed feedback were very similar in terms of opinions and ideas expressed. We received 116 emails, and while this number is much smaller than the number of survey respondents previously received, the emailed feedback was thorough, thoughtfully addressed different elements of the plans, and seemed representative of the community. There was one string of emails that seemed to arrive in response to a Brewster Conservation Trust email that encouraged feedback in opposition to housing on the Pond Property. Overall, in both emails and breakout groups, there was support and excitement for the plans. There were a few proposed plan elements that elicited mixed feedback and some areas where residents sought clarification. The below Key Takeaways summarize this feedback.

Feedback pertaining to both Properties

- There was excitement about the Mass Audubon partnership but there was also a desire to better understand the relationship with the Town. Questions included:
 - Would there be membership costs to residents and would the area always be accessible to the public?
 - Would the town receive revenue from Mass Audubon?
 - How much purview/ownership will Mass Audubon have over the portion of the site they occupy?
- There was confusion around a wastewater treatment plant, including what it is and how it works, who it would serve, what it would look like, and concerns about odor.
- Cost was a concern, especially for the Community Center. Some felt it was just too much money, many felt they needed to know the dollar amount of impact on their taxes, and many wanted more information on how phasing might help manage costs.
- For those who supported housing, there was often a preference noted for denser housing options like townhouses.
- The majority of residents supported housing on at least one of the properties, but there was mixed feedback on which property was preferred.

Bay Property Feedback

- There were mixed feelings about the Community Center. Some expressed full support and excitement, while others were more unsure due to the high cost, the perceived impact of a new large community center on the character of the property, and uncertainty about whether this is really needed in the community.
- There was interest in how a community campus and a community center might be phased.

- There were continued questions about if the Eddy School may eventually become available for a Community Center, and the sentiment that this is a better option.
- There was a good amount of support for housing on the Bay Property both for year-round affordable housing and an option combined with seasonal workforce, but interest in learning more about the ownership structure.
- Overall, there was strong support for landscape amenities including trails, artist cabins, pool and beach access, and a playground.
- While there was support for both the pollinator meadow and community gardens, there were also questions about if the community gardens would look tidy enough in the current location in the viewshed from 6A, and if the open lawn space would provide enough flexibility for events including space for the Pan Mass Challenge gathering.
- There was mixed feedback on the tennis courts. While some support the courts, others were unsure they would be fully utilized.
- There was concern about traffic impacts on Route 6A and relating to the intersection at Millstone Rd.
- Many felt that new parking and trails should be permeable where possible.
- There was a desire to consider revenue generation.

Pond Property Feedback

- There was strong support for landscape amenities at the Pond Property including trails, public beach access, and the Mass Audubon partnership.
- There was mixed support for housing. Those who did support it felt very strongly in favor, while others were mixed with some favoring conservation. Some would like to avoid housing development in the Zone II area and are concerned about impacting the town's drinking water supply and the watershed to Long Pond, while others feel housing can be balanced with conservation and that a wastewater treatment plant can address water quality concerns. There was a desire to understand whether or not housing would impact water quality if a wastewater treatment plant were introduced.
- There was interest in better understanding the timeline for "future."
- Limited opinions were provided about reserving for future municipal uses, other than confusion around wastewater treatment.
- There was support for improving vehicular, pedestrian, bike and ADA accessibility.

Example comments pertaining to both Properties (Breakout groups)

- Very excited to have Mass Audubon here!
- Does the Mass Audubon partnership place any recreational usage restrictions?
- Will the Audubon property be freely accessible, or will we have to pay?
- What would the wastewater plans be for housing on the Bay property? We heard about a package treatment plant for the Pond property housing proposal. Would a similar facility be considered here?
- [Interested in] more details about the water treatment plans incorporated into the development plans
- It seems that most of the affordable housing being proposed is quite small. If we want families with children to stay in or move into town, are these dwellings of adequate size?
- I'd like to say that I think year-round housing should be the primary goal for housing on the properties. Perhaps, since this would be town-owned housing, Brewster could do something similar to what Chatham's Housing Authority is doing with their MCI homes.

Example comments pertaining to both Properties (Emails)

- The partnership with Mass Audubon sounds like a good idea on the surface. I would be interested in learning more about the agreements - what are details regarding concessions being made to Audubon by the Town? What access to Audubon activities at the two sites will be given to Brewster residents? What sort of fee structures will be put in place by Mass Audubon? What will the Town be paying for and will the Town be receiving any of the fees collected for their programs?
- Any affordable housing should maximize undeveloped land. Cluster housing is not only energy efficient, but leaves space for trees, pollinator gardens, and recreation. Town houses and/or two-story apartment or condo housing in an attractive configuration should be considered.
- I'd like to focus on housing recommendations for the Bay and Long Pond properties. I support emphasis on the high end of the year-round housing provided. If not the highest density, then possibly combine some townhouse and some single to achieve a higher density.
- My biggest concern is that Brewster needs a comprehensive wastewater plan before moving ahead with any housing projects. I assume that all of the building options on the Bay property depend on construction of a neighborhood sewage treatment plant.

Example comments pertaining to the Bay Property (Breakout groups)

- Could Brewster partner with another organization to defray the cost of building and maintaining a community center?
- Who's going to pay for the \$66 million? My taxes are already unaffordable!
- Could the new community center be built at a later date?
- I think we need a new community center with COA and Recreation Facilities, like Harwich...
- The community center although more expensive now seems to be more advantageous financially in the long term
- It seems as though the Eddy School might serve some broader community needs in the future. How many years does the School Committee project before they expect to reconsider consolidation?

- Prefer Campus-style community facilities and restoration of specifically of the historic Admin bldg. and Dining Hall in deference to sensitivity to the Sea Camps history and the many people with historic attachment to this property. Also, I feel this would allow for incremental additions.
- Seasonal housing would better leverage existing structures but needs to be reimbursed to the Town of Brewster. For example, Ocean Edge would pay Brewster per unit per resident.
- Prefer concept 4 - all desperately needed year-round housing and developer pays
- If we are to build more housing on these properties, the Bay property would be the best location, as it is more central to transport and work and the Bay property is already developed. We should focus on the most efficient and dense options (Town Houses or Condos) wherever we do it.
- I'm so happy to see a playground included on the Sea Camps property and hope it will be designed to fit into the existing buildings. There is a great need for a covered area for playgroups for families with preschool children, so I hope the open pavilion stays.
- I like the pollinator meadow in the front and don't think we should be constrained by historic camp use per se.
- I love the pond woods
- I love the walking paths around the property. And connecting the paths to Spruce hill also.
- The careful planning and balance of activities and uses for the property is impressive.
- Thinking more about community gardens, if they are up front and can be seen from the road, they might not be attractive in the winter. Might not be best place...
- Tennis courts at Stonybrook are in big demand for pickleball; having dedicated tennis courts at this site would relieve the congestion tremendously
- What is the impact of additional traffic on 6A /Millstone due to additional housing and community use of the property?
- Please have a traffic planner look at the intersections. Very dangerous on the Cape!
- Will there be an opportunity to generate revenue through user group fees (private camps, other programs)?
- Is it likely any revenue would be generated to offset costs of a community center - for example from the sale of the existing COA or fees for certain activities on the campus?

Example comments pertaining to the Bay Property (Emails)

- I also want to express my support for a centralized newly built community center on the Bay property as opposed to the decentralized option. The current senior center building is woefully inadequate for the needs of our expanding senior population, and that has been the case for the 20 years that we lived full time in Brewster.
- The cost of a brand new community center is simply too costly. I am in support of using existing buildings in Brewster to meet our recreation and meeting space needs. I suggest a strong hard look at consolidating Eddy and Stony Brook.
- \$66M is an expense that the Town of Brewster should not undertake. With the recent significant expenditures of the Cape Cod Tech School and Nauset Regional, the taxpayers should not be asked to fund another undertaking that the Town cannot afford.
- Don't nibble around the edges. Go for the community center and the housing right up front. Affordable housing is my #1 priority, the community center is #2. I'm a year-round resident, and I feel strongly about doing what we can to help with the housing crisis; I also believe that a community center will help us further the building of community here in Brewster. Gathering places, be they the kitchen tables in affordable housing units or the all-purpose rooms of a community center, are important for the emotional health and social wellbeing of all Brewster-ites -- whether they realize it or not.
- I would explore as many Public/Private ventures that make sense and are in keeping with public sentiment. This again could help reduce overall development costs. I would lean towards developing more housing on the site.
- We can learn from Harwich. Their community center is the center of community life – and it produces revenue by renting space to about 150 community groups.
- I would prefer a phased development of a community center.
- I strongly believe that the secluded section of the Bay property is the perfect place for siting affordable housing. That site is about equidistant from shopping centers in Brewster and Orleans, and I presume the occupants would have transportation available. I believe any housing for seasonal workers should be much closer to the center of Brewster, where the jobs are likely to be found
- Not in favor to build housing on the Bay property. Property should be used primarily for recreation and for residents enjoyment. I.E. Community center, pickle ball courts, nature trails and other activities. You will destroy the character of the town by placing housing at the bay property.
- My concern is the traffic conundrum posed by this location on the parcel and its proximity to Millstone Road/6A intersection
- Why more tennis courts? Don't we have enough already?
- As a neighborhood resident I see major traffic issues at the corner of Millstone and 6a. That corner is already a problem in the summer months. Traffic needs to be addressed!!!
- I support the Pollinator Meadow but oppose the Community Gardens.
- I love the idea of demonstrating sustainability thru native plants and pollinator meadows. I'd like to see those woven throughout the bay property, rather than the huge front-facing arrival fields area. Leaving some of that front area open allows for town events such as the Brewster in Bloom craft fair and Da Hedge, as well as parking for such events.
- As an occasional cyclist I'm curious about the connection to Millstone. Will cyclists and pedestrians have a traffic control light to stop 6A traffic (as I believe they do near Fort Hill)? Will the Millstone renovation create a dedicated bike lane from 6A to CCRT?
- I support recycling a few of the cabins to artist workshops, provided that occupants pay rent equal to the town's costs.

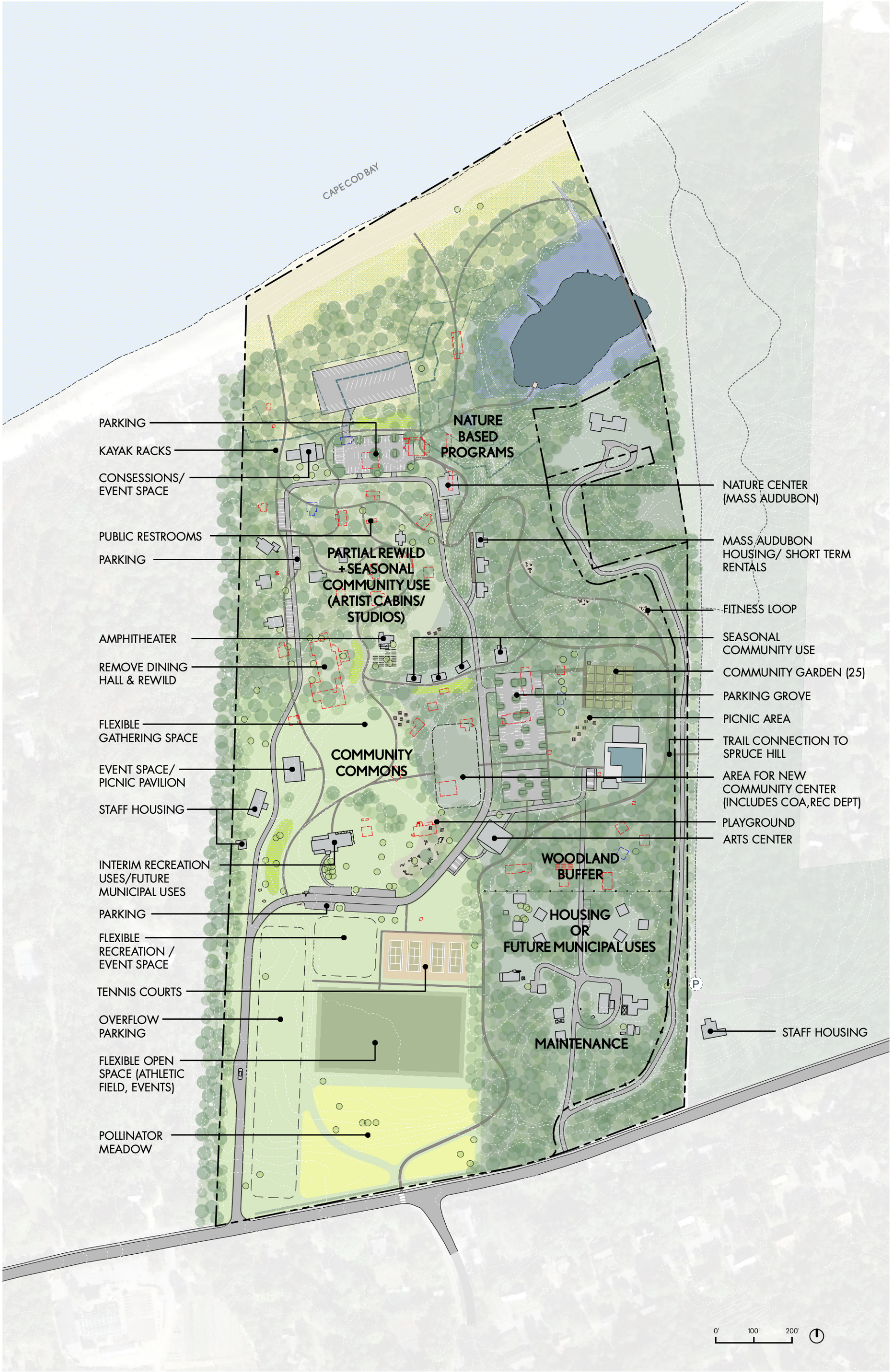
- Where parking is being added consider the use of permeable pavers rather than asphalt. A portion of the Ocean Edge parking lot to the southwest of the mansion is permeable pavers filled with earth and grass. The result is green space aesthetically that can be parked upon.
- It'd be great to have a full-size outdoor sports court, basketball court.
- Walking Trails – Some portion of the trails should be ADA sensitive. Realize that not all trails can be paved but some consideration should be given to allow persons with disabilities to view (maybe access) the beach, overlooks, and maybe a leisurely stroll (or with a wheel chair etc.)
- I would like to see the use of asphalt paving minimized in roadways and parking areas. Where feasible the use of permeable materials should be used. Consider asphalt limited to the accessible portions of parking areas.
- Early on, I heard more talk about possible “revenue-producing” uses/activities—are there any such things in the current plans? If so, could they be identified more clearly? Or- do we value easy access to these facilities for all?

Example comments pertaining to the Pond Property (Breakout groups)

- Fully support and cheer the walking trails, beach , Audubon programs. Making great use of Brewster existing hike maps
- I like the Audubon partnership a lot!
- I prefer that we reserve for housing and a package plant. A package plant would take care of wastewater concerns in Zone II and would potentially pick up existing homes on septic within Zone II. Vast majority of parcel would still be preserved open space. Adjacent to 134 with easy access to highway. We should think bigger than just overcoming safe harbor - housing is a crisis across Cape Cod.
- Having rented above the long pond site beach on Bessie Cartway, and walking the adjacent woodlands conversation area regularly, I support MA Audubon’s use of the lower portion to protect this important watershed. No housing there. How will the town monitor the use of the beach? I’ve observed many boats throughout the summer coming on the current beach area despite signage. Boaters are using it for swimming, fishing, parties, dog walking currently.
- I live close to the Rte 137 entrance to the pond property and could agree to limited year-round housing at the entrance to the pond property only. Any housing further down the road would not support the conservation issues addressed.
- I’m against any housing on the Long Pond site given surface and groundwater flows patterns. Septic flows would move towards Long Pond
- Should not have housing on Pond Property. We have spent millions to protect these Zone II areas. The adjacent lot was purchased to protect drinking water and this lot should be considered the same. We should look to future needs for a new well and/or a cell tower on this parcel
- Do not support reserve for municipal uses - there is a lot of land around the town offices and other municipal buildings for expansion. I believe we should choose the densest housing option with wastewater treatment for affordable housing. Bring our teachers, firefighters etc as well as our sons and daughters back into town
- I am pleased that throughout the process the RH team has shown ADA accessible parking for the use of the pond. Thumbs up for that.
- I support keeping the access road to the pond gravel to keep the feel of driving into a secluded conservation zone.
- It would be nice to provide bike access to the lake beach

Example comments pertaining to the Pond Property (Emails)

- I support the Town Home proposal because I think it will be the most cost effective to build. I appreciate that the plan preserves the majority of the parcel for Open Space/Recreation/Zone II protection – to me this is an opportunity to demonstrate how advocates for housing and open space can work together.
- As to the Long Pond property, I believe very strongly that a fourth option of no housing should be seriously considered. I realize that creating affordable housing to meet state targets is an important objective, but it need not be built in an area that is critical to the town's water supply. With two environmental organizations as potential partners for this site, I believe that the entire site should be dedicated to conservation.
- Providing affordable housing is a Town priority, and I agree with those who suggest the optimum location for it is on the Pond Property. A lovely development of Town Homes would seem ideal there.
- We absolutely do not want to see housing constructed here for environmental impact reasons.
- Keep section on 137 for housing or future town uses. Build appropriate housing here in the future. The environment can be protected from wastewater issues by building a small treatment center for the neighborhood.
- I fully support the position held by BPC and BCT that we should not consider a housing option on the Long Pond property until we have a comprehensive wastewater plan. That area is very important for water quality and potential well locations.
- The split of a 10-acre segment reserved for future municipal or affordable housing use and the remaining parcel designated for conservation and nature partnerships (potentially with the BCT and MA Audubon) is excellent. This enables the Town to connect with the previously purchased Robinson conservation property and create a large swath of conservation land while still allowing the Town to potentially use the corridor next to Rt 137.
- Given the choice between reserving the remaining 15% for municipal use or affordable housing I prefer the reservation for municipal use. For a multiple of reasons- Zone II, watershed to Long Pond, preserving a possible town well site, lack of transportation and distance to Brewster/Orleans jobs and amenities, this site is not suited to housing. In addition, the presentation talked about a net zero addition of nitrogen from affordable housing which was explained as calculated by using a reduction in nitrogen from nearby housing to offset the addition of nitrogen at this site. If housing is even placed on this site, it should be in an ecologically sound way that does not add any burden of nitrogen or other contaminants to this site. This may take many years but that should be the standard for placing housing on this site.
- I'm concerned, and generally opposed, to siting housing on this property. Our major conservation groups are opposed, and I appreciate their views, as well as concerns about water. The property is a really wonderful woodland, and I'd like to see it devoted to conservation and passive recreation.
- Use the 10 acres for housing BUT isolate it more by not putting the road into the pond property right through the middle of the housing rather move the main road into property to one side of the housing project or create a separate entrance like on the Bay property
- There are a limited number of parking spaces serving the Pond beach. Will swimming be allowed there? If so, what about lifeguards?



PARKING

KAYAK RACKS

CONCESSIONS/
EVENT SPACE

PUBLIC RESTROOMS

PARKING

AMPHITHEATER

REMOVE DINING
HALL & REWILD

FLEXIBLE
GATHERING SPACE

EVENT SPACE/
PICNIC PAVILION

STAFF HOUSING

INTERIM RECREATION
USES/FUTURE
MUNICIPAL USES

PARKING

FLEXIBLE
RECREATION /
EVENT SPACE

TENNIS COURTS

OVERFLOW
PARKING

FLEXIBLE OPEN
SPACE (ATHLETIC
FIELD, EVENTS)

POLLINATOR
MEADOW

CAPE COD BAY

NATURE
BASED
PROGRAMS

PARTIAL REWILD
+ SEASONAL
COMMUNITY USE
(ARTIST CABINS/
STUDIOS)

COMMUNITY
COMMONS

WOODLAND
BUFFER

HOUSING
OR
FUTURE MUNICIPAL USES

MAINTENANCE

NATURE CENTER
(MASS AUDUBON)

MASS AUDUBON
HOUSING/ SHORT TERM
RENTALS

FITNESS LOOP

SEASONAL
COMMUNITY USE

COMMUNITY GARDEN (25)

PARKING GROVE

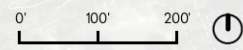
PICNIC AREA

TRAIL CONNECTION TO
SPRUCE HILL

AREA FOR NEW
COMMUNITY CENTER
(INCLUDES COA, REC DEPT)

PLAYGROUND
ARTS CENTER

STAFF HOUSING



WELCOME!

Town of Brewster Sea Camps Community Forum 3

November 30, 2023

REED HILDERBRAND

W X Y

 vhb

LEC

TODAY'S AGENDA

Orientation (10 min)

- Introduction
- Where We Left Off

Bay Property (35 min)

- What We've Heard
- Refined Plans and Cost Information

Pond Property (30 min)

- What We've Heard
- Refined Plans and Cost Information

Breakout Rooms Discussions (40 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



Elizabeth Randall
Reed Hilderbrand



Madeleine Aronson
Reed Hilderbrand



David Vega-Barachowitz
WXY

INTRODUCTION

Amanda Bebrin- BPPC Chair

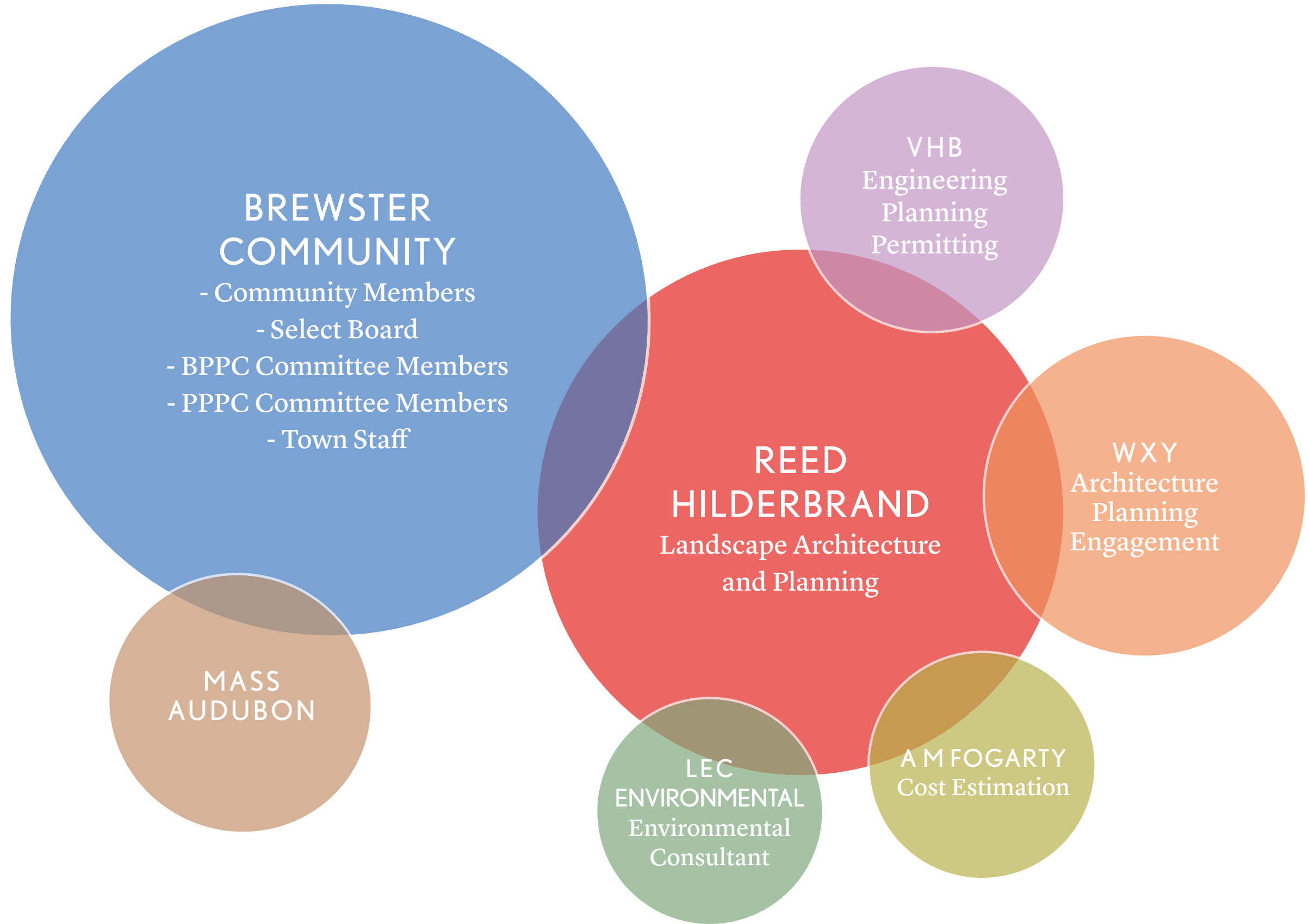


INTRODUCTION

Doug Wilcock- PPC Chair



MEET OUR TEAM



WHERE WE ARE IN THE PROCESS



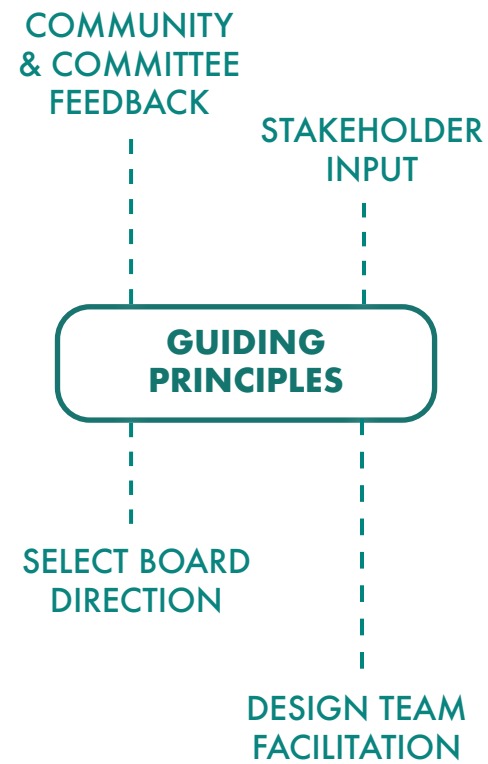
PATH TO DESIGN

Community-led Decisions

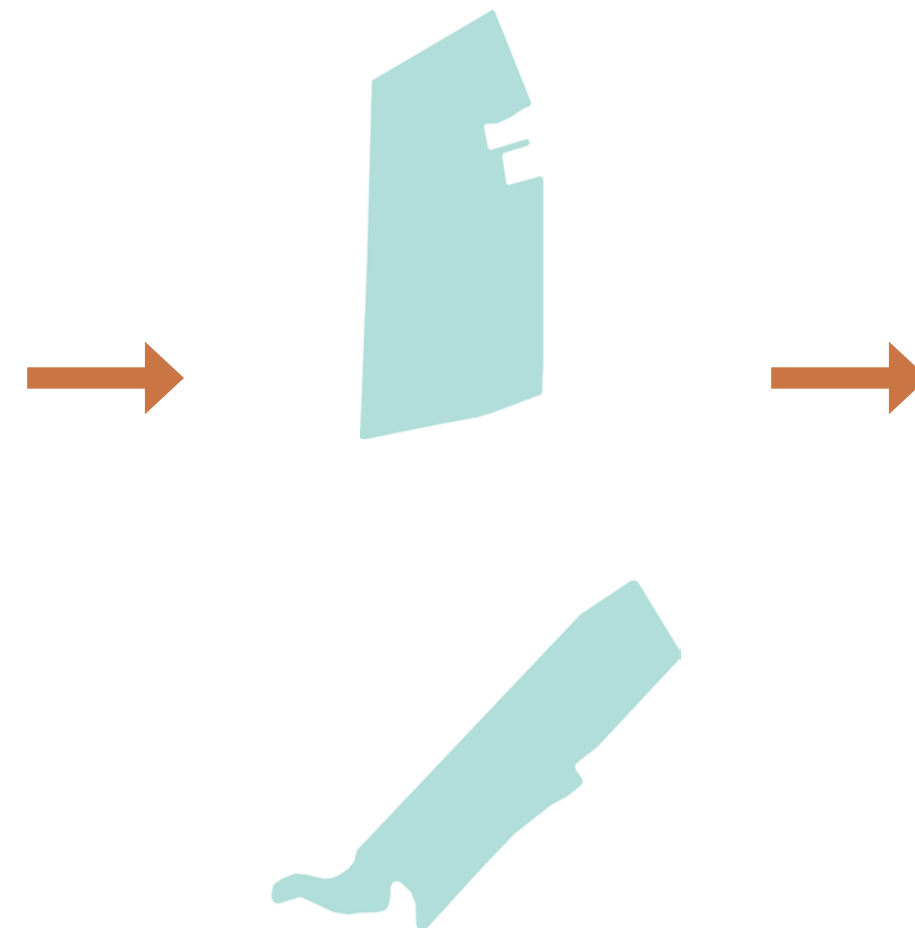
COMMUNITY OUTREACH



DISTILLED COMMUNITY FEEDBACK



PLANS THAT REFLECT TOWN GOALS & COMMUNITY VALUES



CONTINUED PLAN DEVELOPMENT

WHAT WE HEARD

Guiding Principles

Expand opportunities for community use with a focus on wellness, recreation, arts, and education

Foster awareness of the sensitive ecologies and demonstrate sustainability

Protect and conserve important natural habitat

Contribute to the Town's affordable housing goals

Build upon Brewster's historic, small-town, and socially inclusive character

Build partnerships for activities and stewardship

Re-use buildings and amenities where feasible

Plan for long-term needs of the Town

Balance cost with revenue generation

Provide resources for all ages

WHAT ARE OUR GOALS FOR TODAY?

1 Share draft comprehensive plans

2 Provide important Town context regarding housing, a community center, and municipal uses

3 Hear your feedback

A photograph of a property, possibly a park 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, bold, sans-serif font.

BAY PROPERTY

BAY PROPERTY - OVERALL EXISTING FRAMEWORK



BEACH



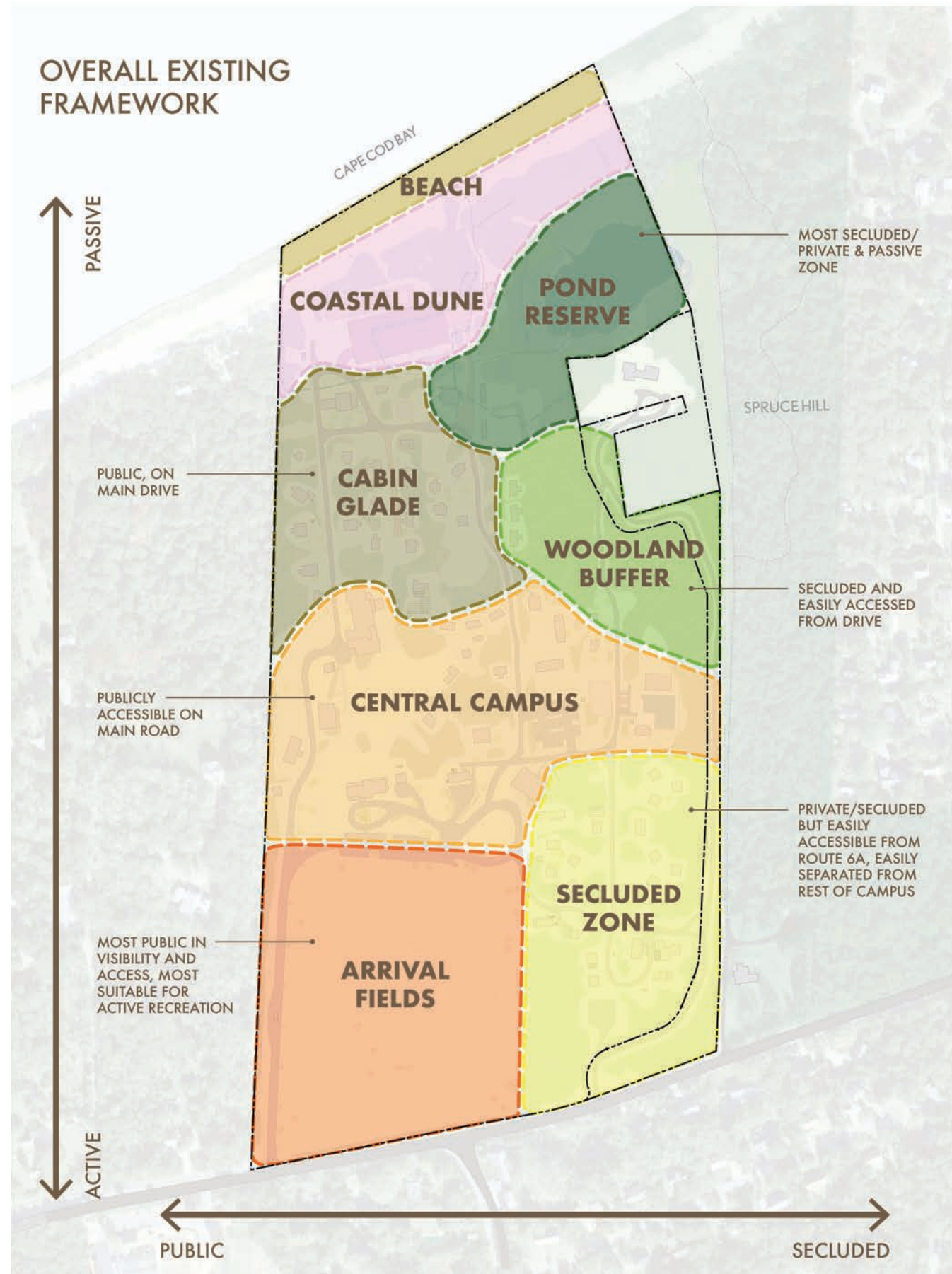
COASTAL DUNE



CENTRAL CAMPUS



ARRIVAL FIELDS



POND RESERVE



CABIN GLADE



WOODLAND BUFFER



SECLUDED ZONE

OVERALL PLAN

Bay Property



RESTORE COASTAL DUNE



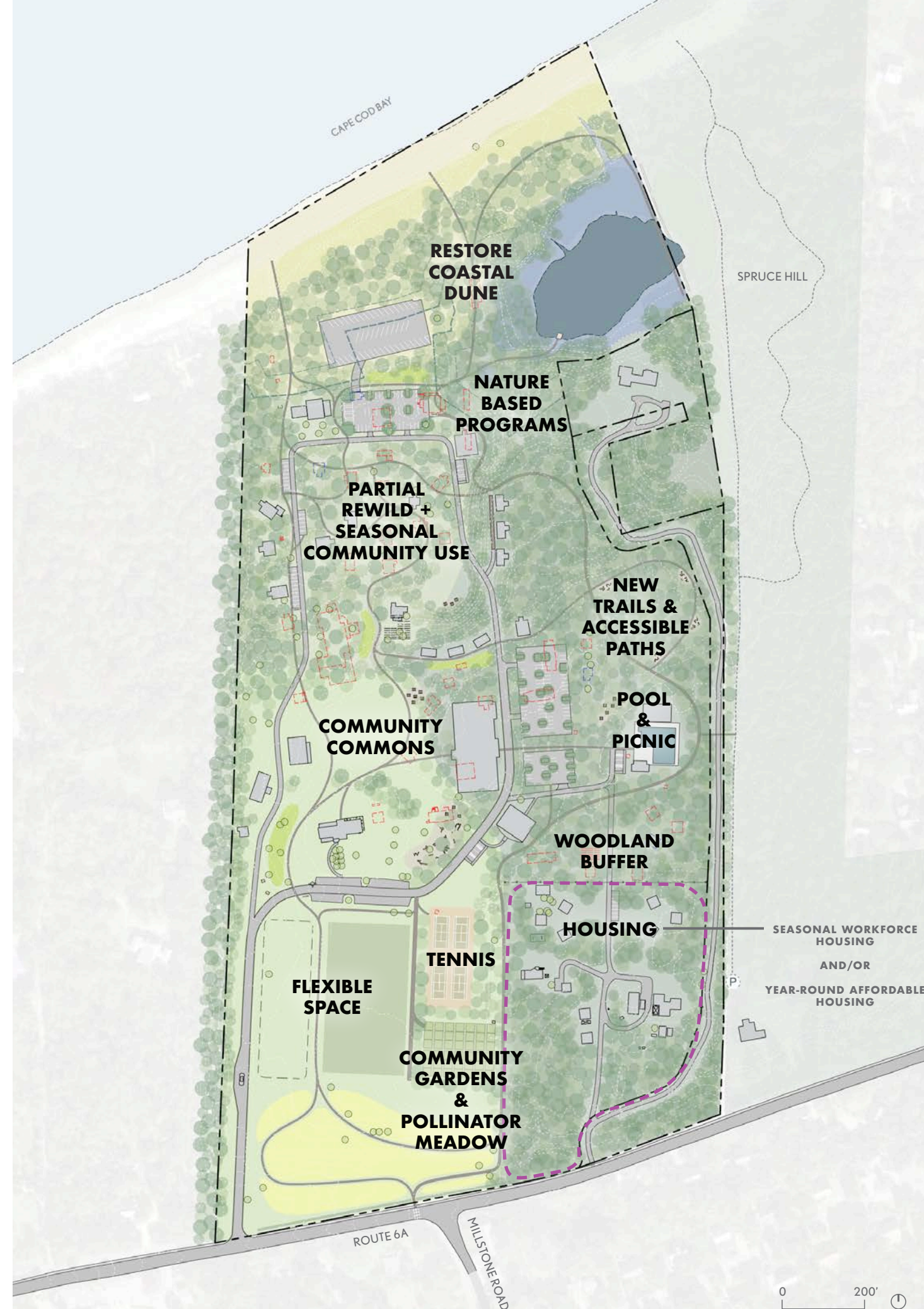
PARTIAL REWILD & SEASONAL COMMUNITY USE



COMMUNITY COMMONS



FLEXIBLE SPACE



NATURE BASED PROGRAMS



NEW TRAILS & ACCESSIBLE PATHS



POOL



WOODLAND BUFFER



COMMUNITY GARDEN

EXISTING 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 PLAN

Building Removal, Re-Use & New Construction

- 24 BUILDINGS TO BE REUSED
- 2 NEWLY CONSTRUCTED BUILDINGS
- 49 BUILDINGS TO BE REMOVED
- 19 BUILDINGS POSSIBLY TO BE REUSED
(These buildings would remain if used for seasonal workforce housing and maintenance but would be removed if there were to be new affordable housing)

WHAT WE HEARD:

- Re-use existing buildings where feasible



PROPOSED PLAN

Building Re-Use

- 24 BUILDINGS TO BE REUSED
- 2 NEW BUILDINGS (TO BE CONSTRUCTED)
- 49 BUILDINGS TO BE REMOVED
- 19 BUILDINGS POSSIBLY TO BE REUSED
(These buildings would remain if used for seasonal workforce housing and maintenance but would be removed if there were to be new affordable housing)

WHAT WE HEARD:

- Re-use existing buildings where feasible



REUSE PICNIC PAVILION



REUSE ADMIN BUILDING



REUSE BOATHOUSE



REUSE CABINS FOR COMMUNITY USE



REUSE ARTS CENTER



REUSE SPRUCE HILL HOUSE

PROPOSED PLAN

Building Uses

- COMMUNITY USE
- HOUSING
- MAINTENANCE



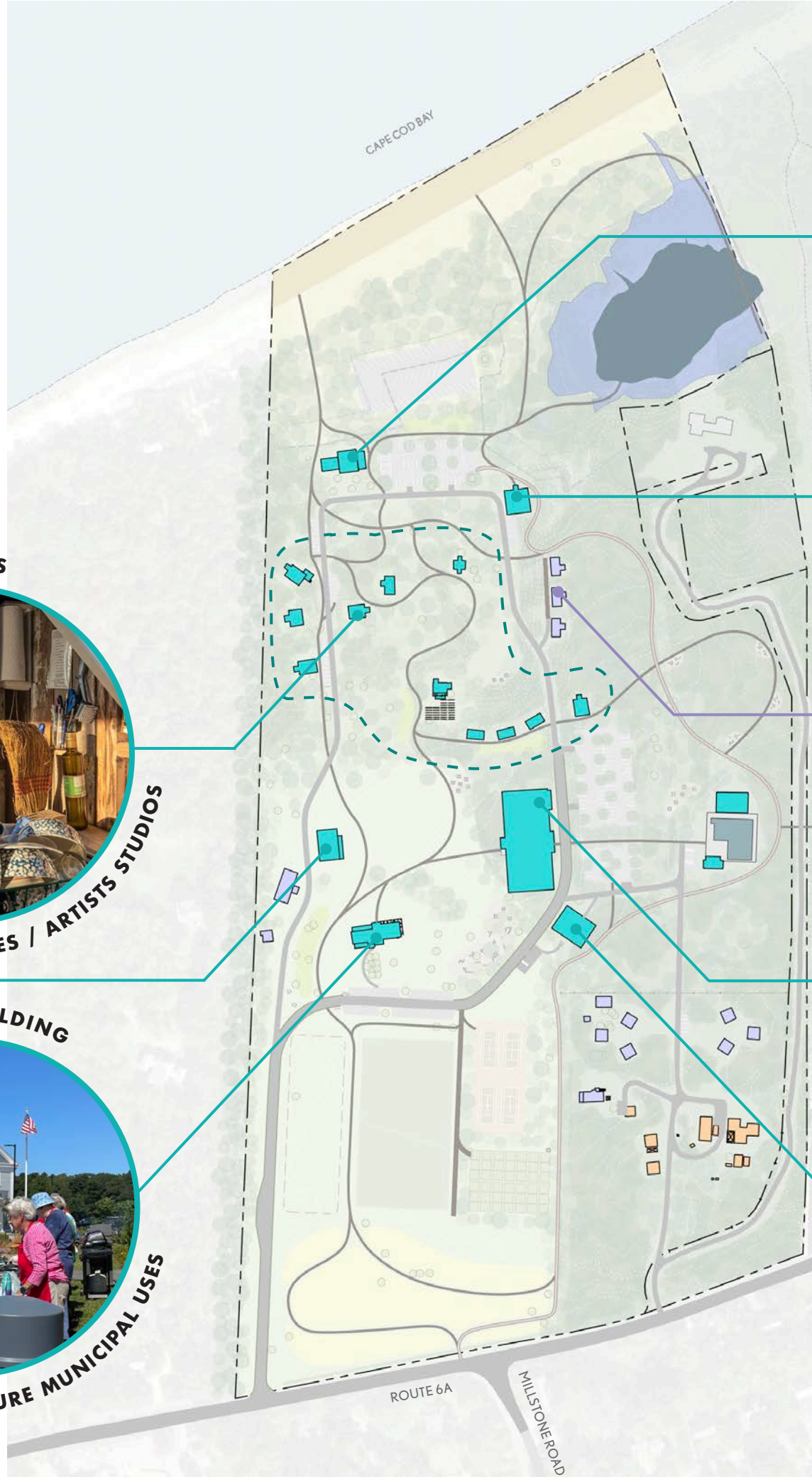
PROPOSED PLAN

Building Uses

- COMMUNITY USE
- HOUSING
- MAINTENANCE

WHAT WE HEARD:

- Provide all-age friendly resources
- Incorporate the arts and sciences



PROPOSED PLAN

Outdoor Recreation

WHAT WE HEARD:

- Provide opportunities for passive recreation (trails, picnic areas, etc)
- Provide flexible indoor and outdoor gathering spaces



BEACH ACCESS



FLEXIBLE OPEN SPACE



PLAYGROUND & PICNIC AREA



PICNIC



TRAILS



FITNESS STATIONS



POOL



TENNIS COURTS



COMMUNITY GARDEN

PROPOSED PLAN

Habitat & Re-wilding



RESTORE COASTAL DUNE



ENHANCE WOODLANDS



POLLINATOR MEADOW

PROPOSED PLAN

Vehicular circulation and Parking



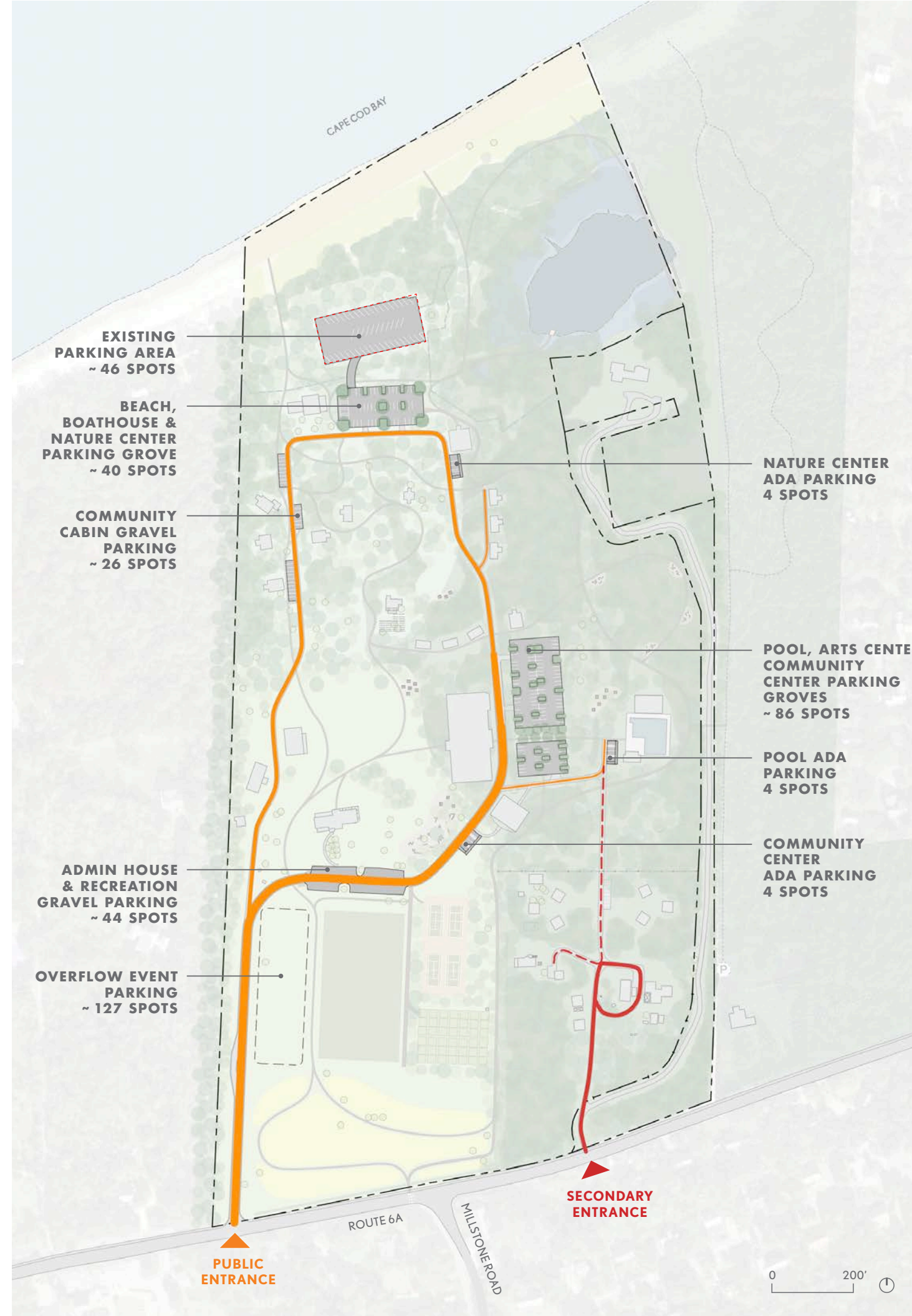
GRAVEL PARKING



PARKING WITH PLANTING

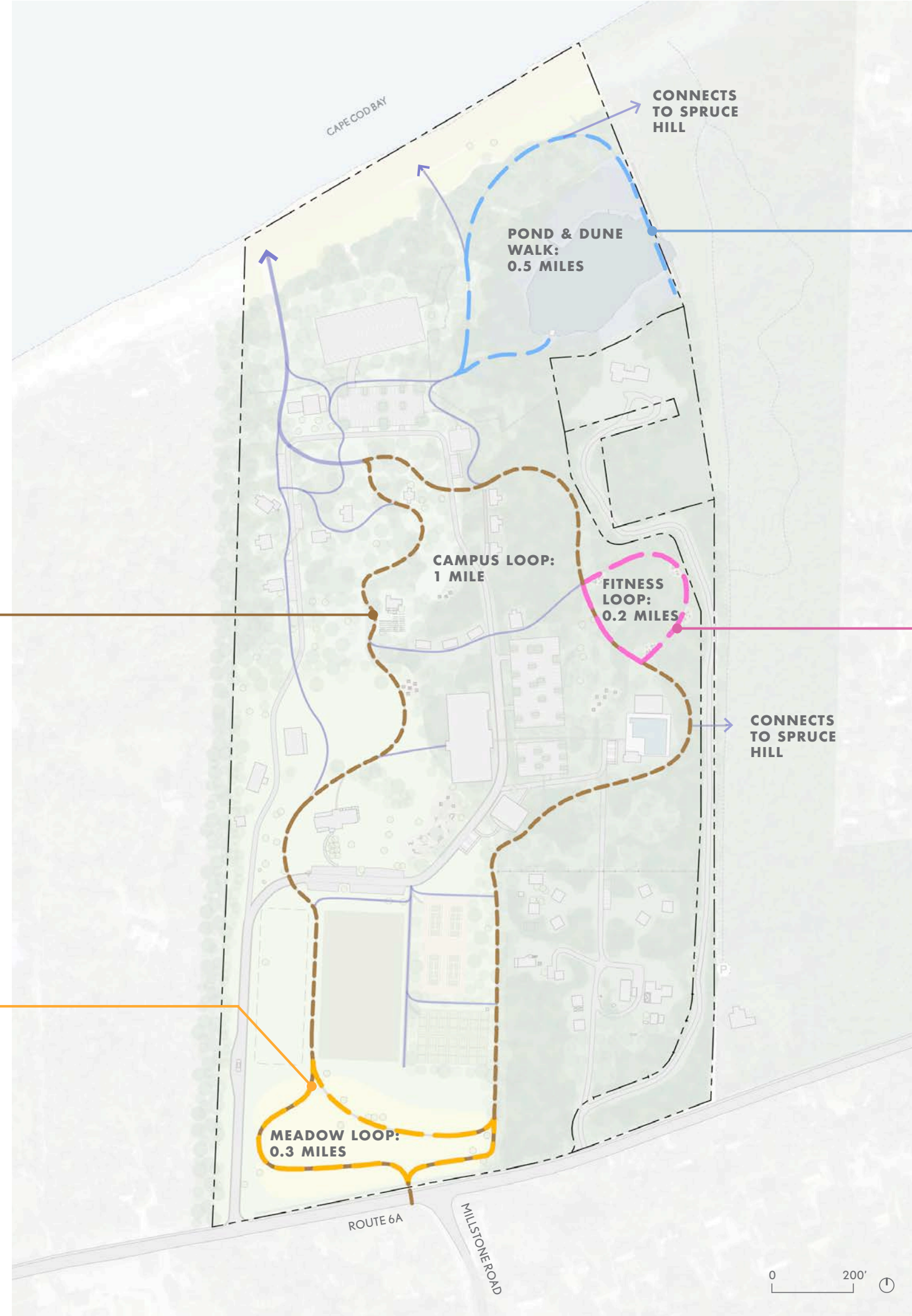


PLANTING GROVE



PROPOSED PLAN

Walking Trails



POND & DUNE WALK






CAMPUS LOOP



FITNESS LOOP

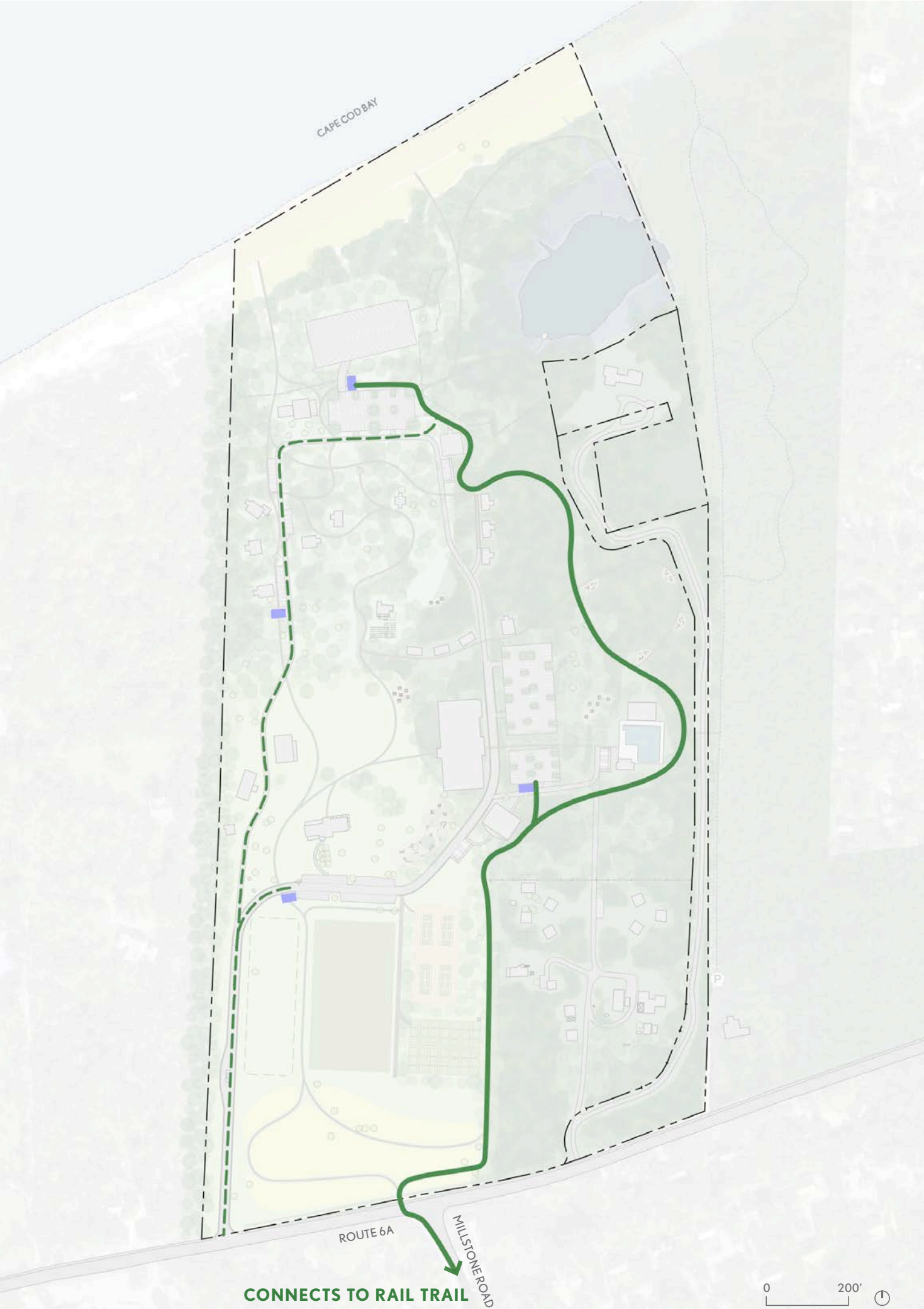


MEADOW LOOP

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

PROPOSED PLAN

Bike Circulation



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

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
- 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

COMMUNITY CENTER

Town Context

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)
- Brewster, Orleans, Eastham, and Wellfleet are actively considering submission of grant application to explore feasibility of regionalizing elementary schools

COMMUNITY CENTER

Community Feedback - Desired Public Facilities

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
Indoor Pool

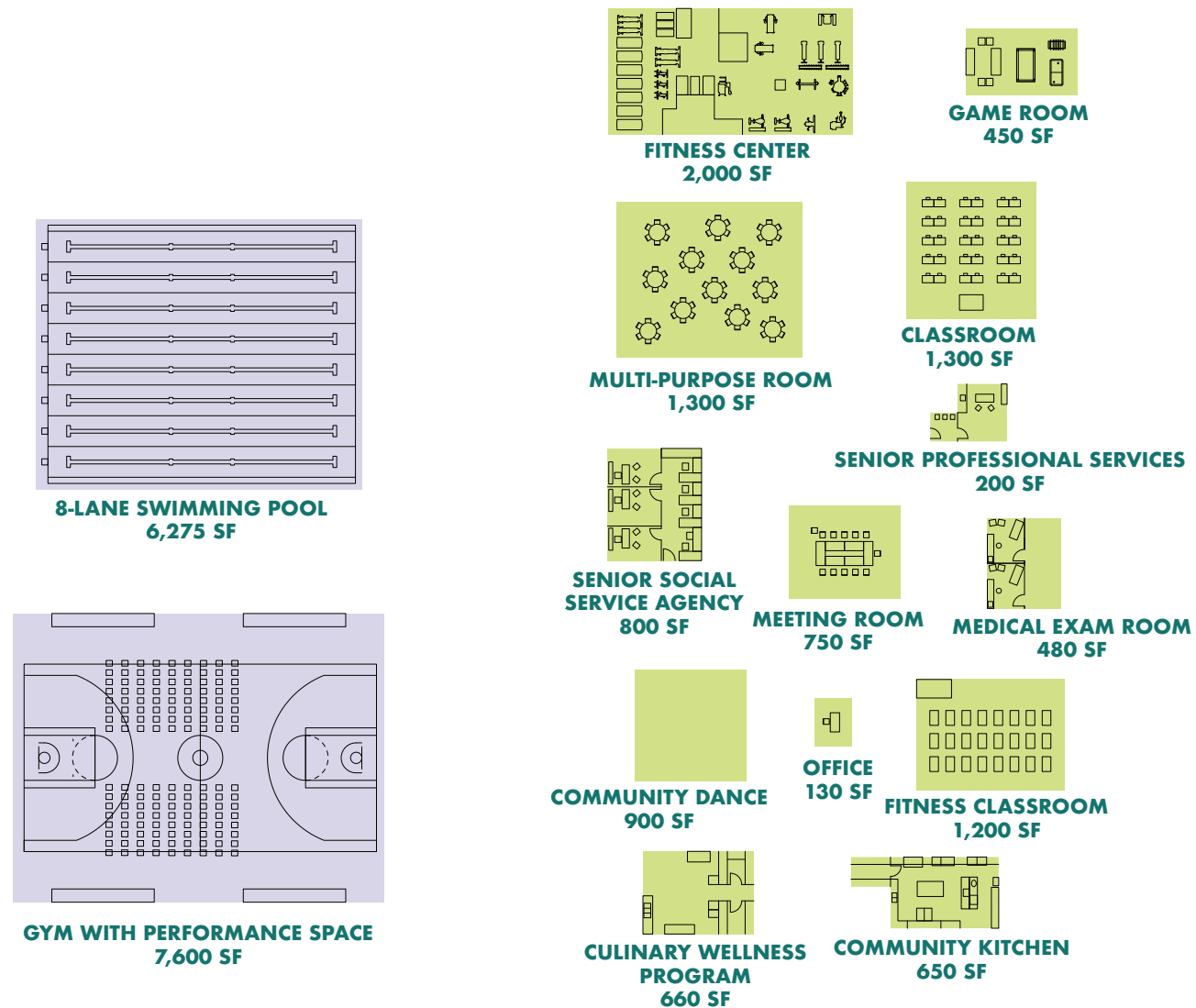
REC DEPARTMENT

Gymnasium
Fitness classrooms
Sport courts

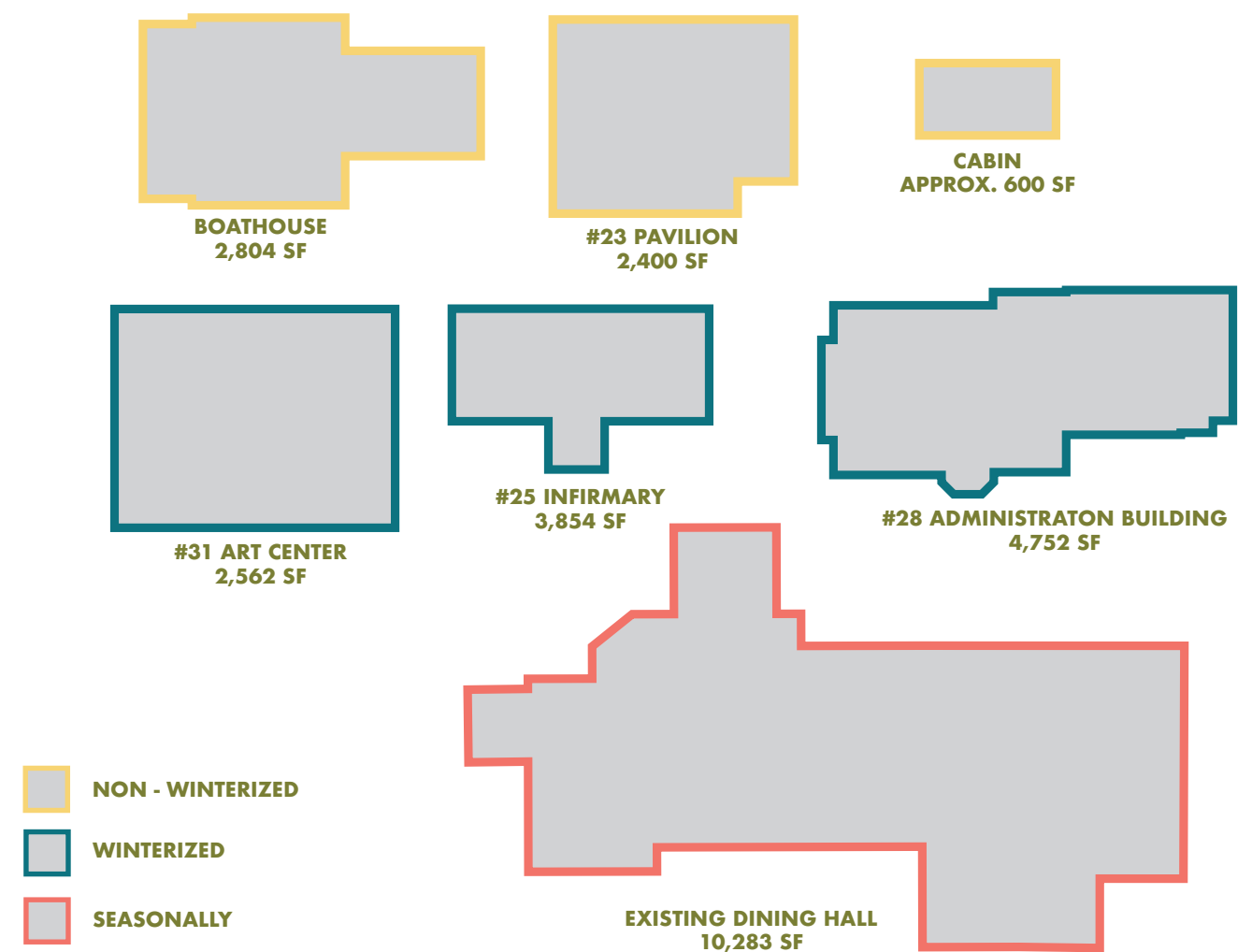
COMMUNITY CENTER

Community Feedback - Desired Public Facilities

SPACES REQUIRED FOR DESIRED FACILITIES



BUILDINGS VIABLE FOR SOME LEVEL OF RE-USE



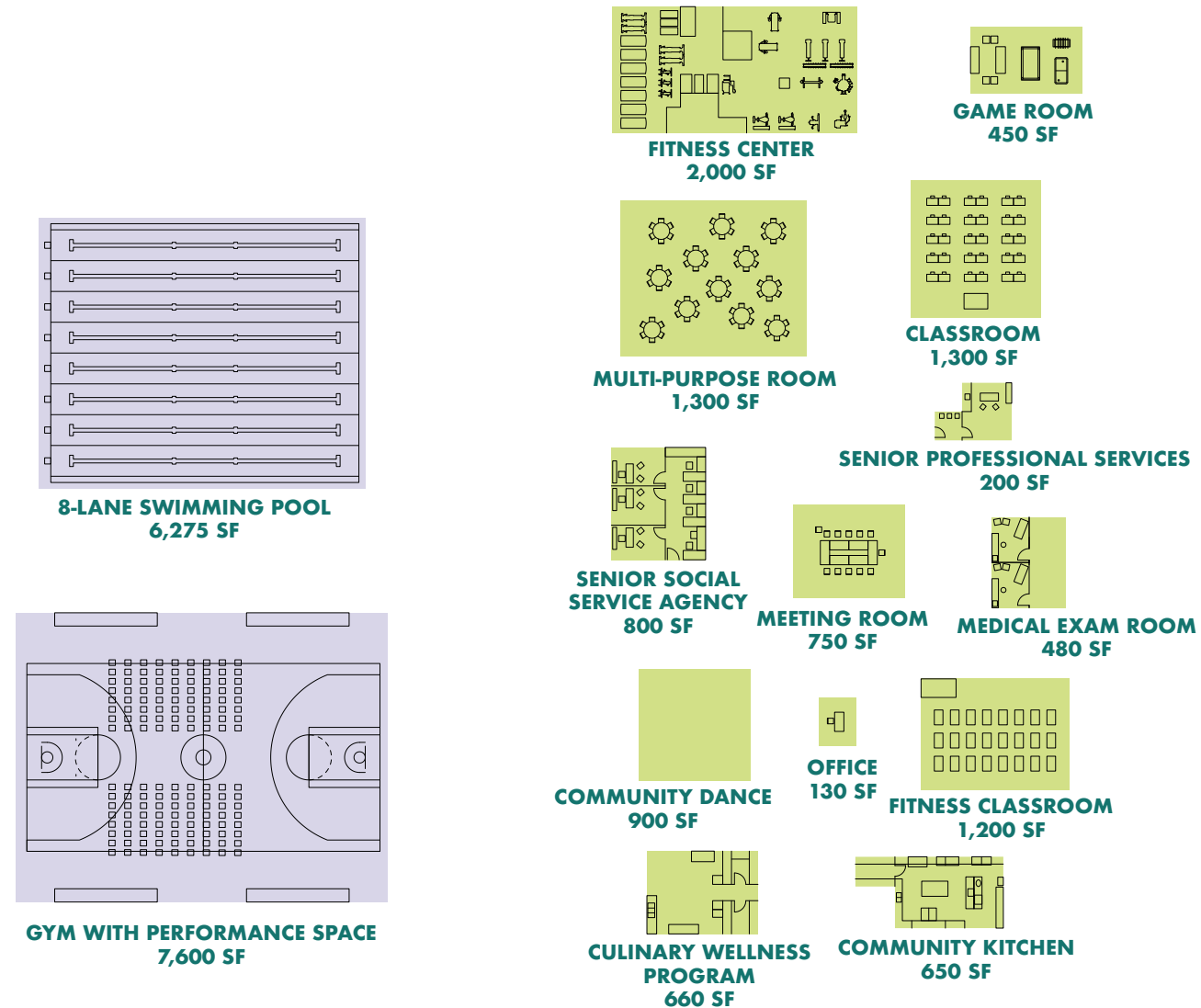
- Forum and survey feedback shows that, in general, the community is more interested in reusing the existing buildings on the Bay Property for a “Community Campus” rather than building a new, purpose-built Community Center.

- Some of the most popular community center-type program interests expressed by residents at the forum and in the survey cannot be accommodated within the existing building footprints and would require extensive and costly building renovation.

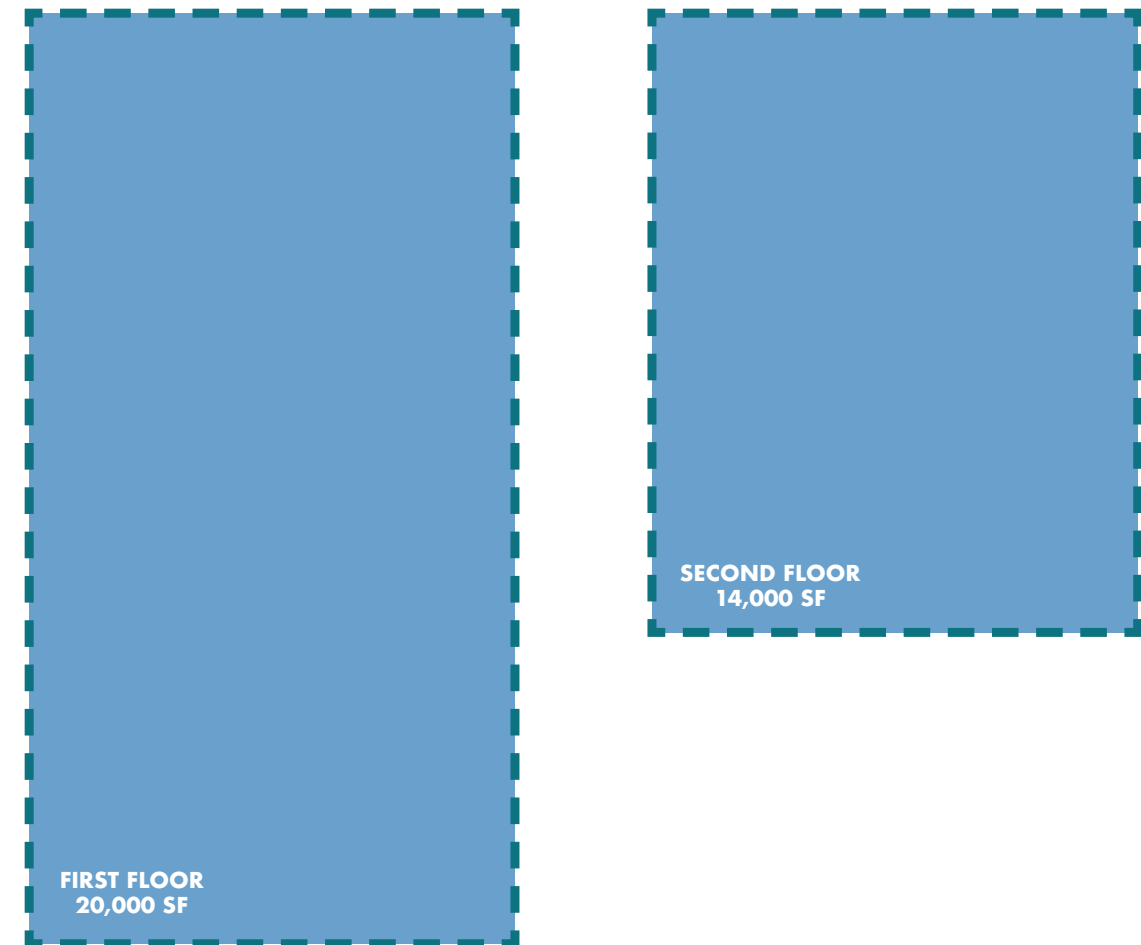
COMMUNITY CENTER

Community Feedback - Desired Public Facilities

SPACES REQUIRED FOR DESIRED FACILITIES



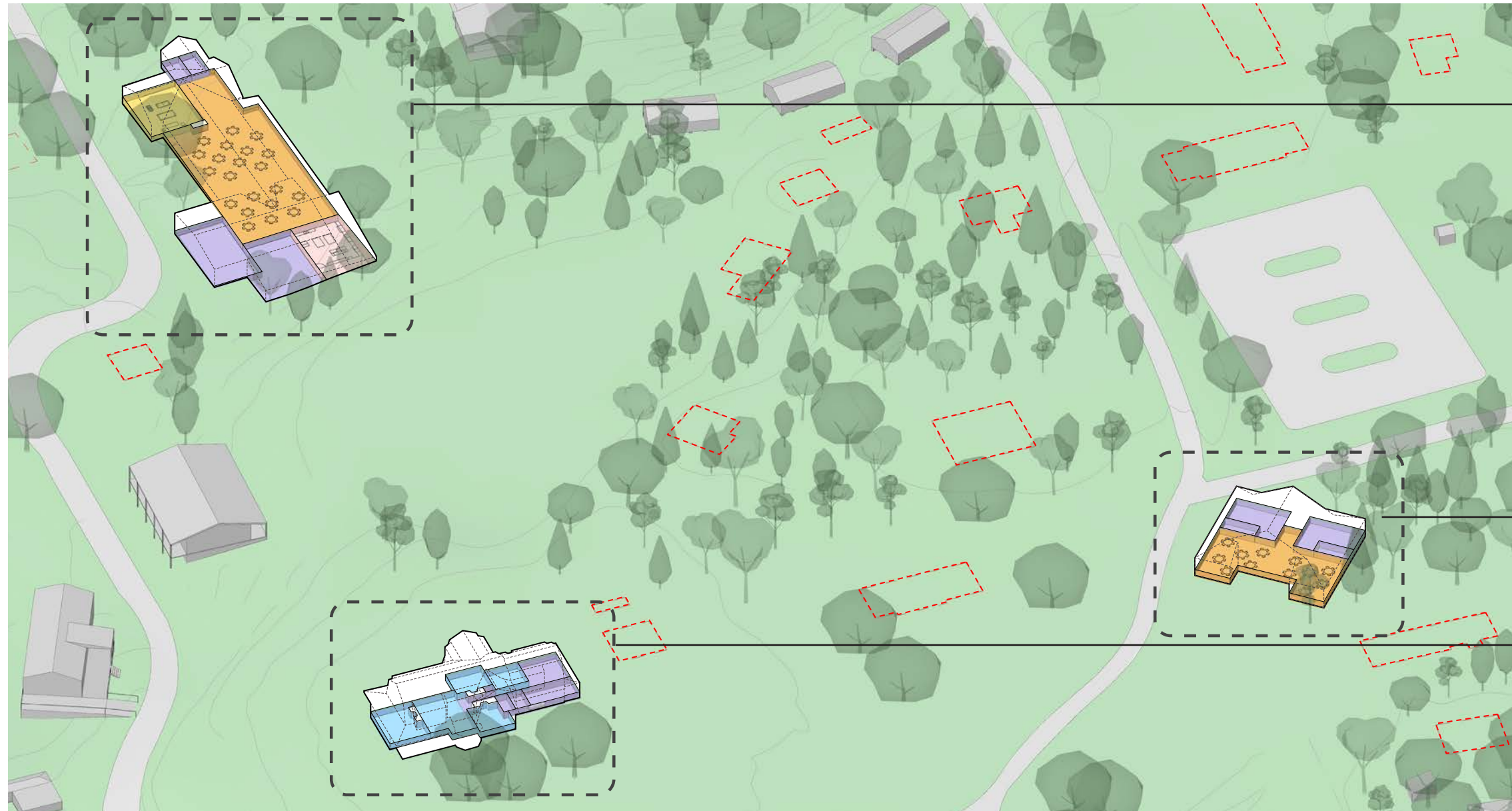
APPROXIMATE 34,000 SF TOTAL FOOTPRINT OF POTENTIAL NEW COMMUNITY CENTER



- A new community center 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.

COMMUNITY CENTER - REUSE AND RENOVATE

Reuse Community Campus Illustrative Scenario



REUSE DINING HALL

REUSE ART CENTER

REUSE ADMINISTRATION BUILDING

REUSE DINING HALL

- 1,000 SF Game Room
- 5,600 SF Flex. Meeting Space
- 1,000 SF Kitchen
- 2,600 SF Support Spaces

10,200 SF Total

REUSE ADMINISTRATION BUILDING

- 3,750 SF Offices
- 1,000 SF Support Spaces

4,750 SF Total

REUSE ARTS CENTER

- 2,060 SF Flex. Meeting Space
- 5,00 SF Support Spaces

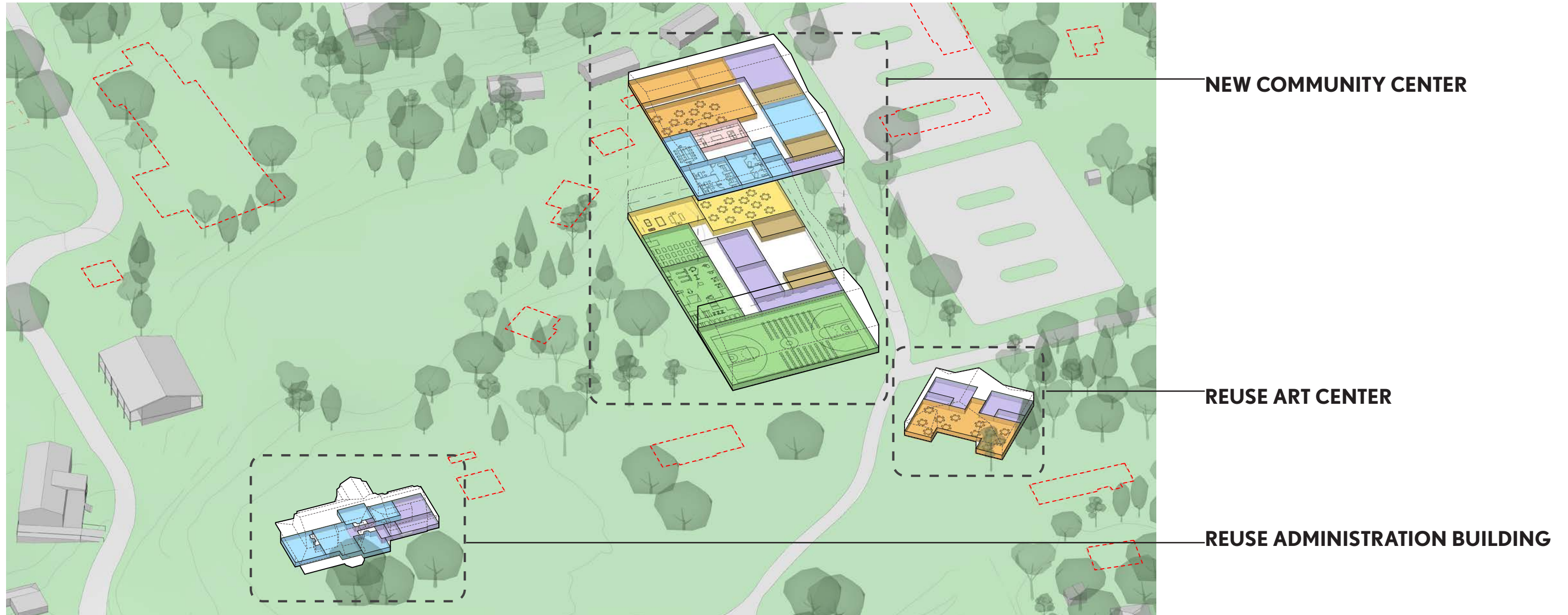
2,560 SF Total

PROGRAMS NOT ACCOMMODATED:

- Fitness Center**
- Walking Track**
- Indoor Pool**
- Gymnasium**
- Sports Court**

COMMUNITY CENTER - NEW BUILD

New Community Center Illustrative Scenario



NEW COMMUNITY CENTER

REUSE ART CENTER

REUSE ADMINISTRATION BUILDING

NEW COMMUNITY CENTER

 6,650 SF Gymnasium	 3,450 SF Teen Area with Game Room
 2,230 SF Fitness Center	 3,900 SF Flex. Meeting Space
 1,240 SF Fitness Classroom	 660 SF Kitchen
 4,100 SF Support Spaces	 4,100 SF COA Programs
 7,000 SF Circulation + Lobby	
33,400 Total	

REUSE ADMINISTRATION BUILDING

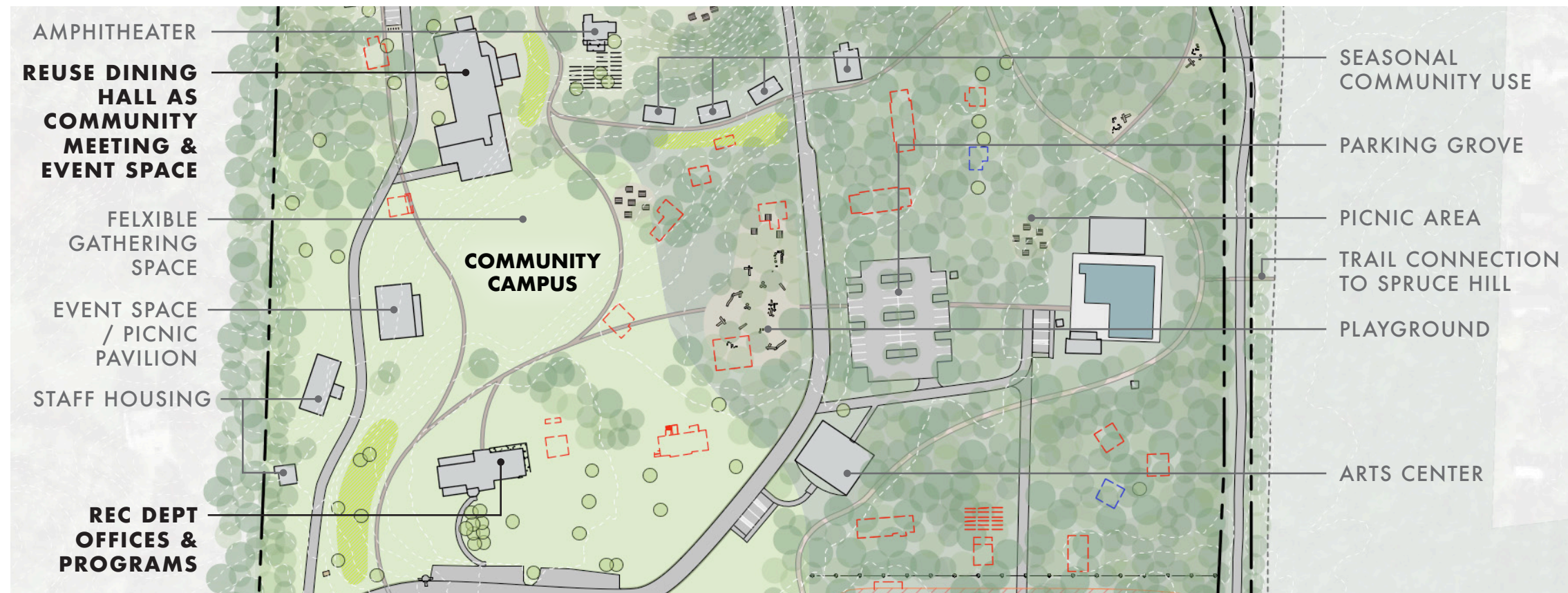
 3,750 SF Offices
 1,000 SF Support Spaces
4,750 SF Total

REUSE ARTS CENTER

 2,060 SF Flex. Meeting Space
 500 SF Support Spaces
2,560 SF Total

COMMUNITY CENTER - REUSE AND RENOVATE

No designated COA building



*Would require land be acquired for a new COA facility to be built elsewhere in town

COUNCIL ON AGING

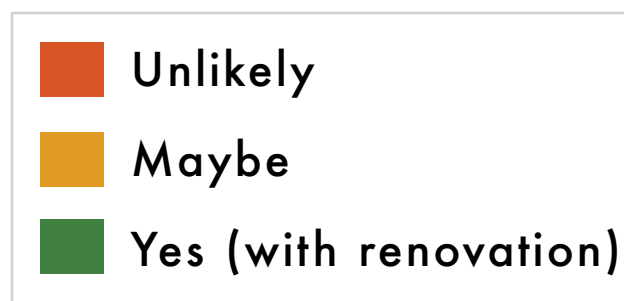
- Library/reading room
- Medical exam/treatment rooms
- Game rooms
- * Council on Aging cannot relocate here, only have some satellite programs

SHARED

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

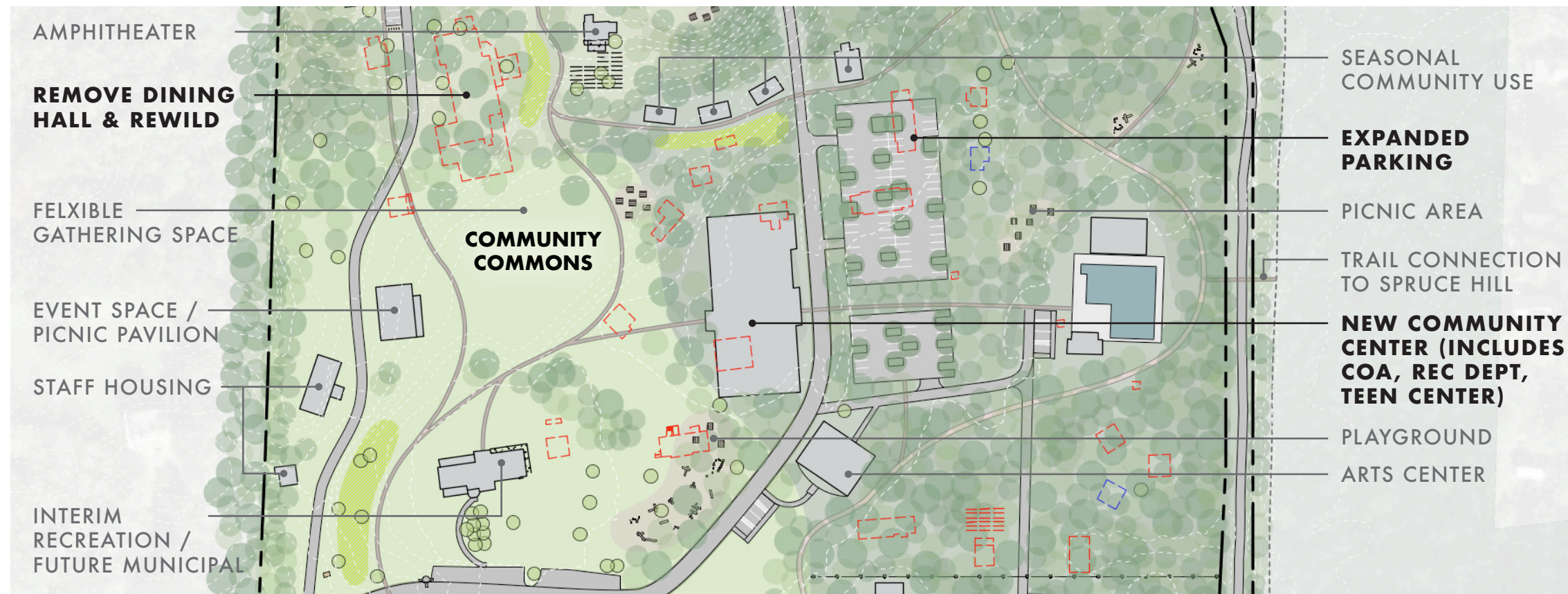
REC DEPARTMENT

- Gymnasium
- Fitness classrooms
- Sport courts



COMMUNITY CENTER - NEW BUILD

Potential to include all desired facilities



COUNCIL ON AGING

- Library/reading room
- Medical exam/treatment rooms
- Game rooms

SHARED

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

REC DEPARTMENT

- Gymnasium
- Fitness classrooms
- Sport courts

PRELIMINARY DRAFT PRICING

Bay Property Overall

(with new Community Center)

Total:

Approx \$41,243,000 before design and contractor fees

Approx \$66,330,000 after design and contractor fees including:

- 10% general conditions
- 10% overhead and profit
- 1% permitting
- 2% bond/insurance
- 10% design contingency
- 20% design services
- 6% escalation allowance

Pricing Breakdown

Buildings (Total: \$32,611,400)

- Building removal (40 bldgs): \$1,094,700
- Renovate for seasonal workforce housing (10 bldgs): \$1,045,500
- Renovate for communal use or staff housing (21 bldgs): \$2,311,600
- Renovate Administration Building: \$1,262,800
- New Community Center: \$24,742,000
- New Nature Center: \$1,554,800
- New Restroom Facility: \$600,000

Sitework and Recreational Amenities (Total: \$3,862,700)

- Planting (woodland, dune, meadow): \$1,135,600
- Trails: \$759,000
- Picnic Areas: \$214,200
- Tennis Courts: \$461,000
- Community Garden: \$249,800
- Fitness Stations: \$60,000
- Playground: \$726,000
- Athletic Field: \$257,100

Site Prep and Infrastructure (Total: \$4,768,900)

- Site prep and paving removal: \$873,500
- Road Improvements: \$1,068,600
- Parking Areas and Stormwater Management: \$1,127,900
- Utilities: \$498,900
- Septic: \$1,200,000

PRELIMINARY DRAFT PRICING

Community Campus instead of Community Center (*Assumes renovated dining hall, no community center and no COA facility*)

Total:
Approx \$19,872,000 reduction in cost before design and contractor fees

*** Does not include cost of land acquisition and/or construction of a new COA facility at a different location**

Pricing Breakdown

Add (Total: \$5,655,700)

- Renovate dining hall: \$5,655,700

Remove (Total: \$25,527,900)

- Community Center: \$24,742,000

- Expanded Parking: \$498,000

- Remove Dining Hall: \$287,900

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 existing cabins for seasonal workforce housing for 6 Mass Audubon employees

Possible programs:

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



FINANCING

- Any potential new housing would be a public/private partnership where the majority of the costs are borne by a developer
- Preliminary financing and phasing information will be shared out at the 4th community forum in February 2024 once the draft plans are finalized
- Financing options will include a combination of the following:
 - Public/Private Partnerships
 - Federal, state, and/or other grants
 - Capital Stabilization Funds
 - Free Cash
 - Property revenue generation
 - Gifts and donations
 - Short-term non-excluded debt
 - Long-term debt exclusions
- Details about financing and phasing will be incorporated into Town's Capital Improvement Plan after plans for the properties are approved by Brewster voters
- Specific funding requests may be brought back to future Town Meetings for approval through the Town's annual capital planning processes

HOUSING

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
- Providing affordable and attainable housing is supported by the Town Vision Plan, the Local Comprehensive Plan, and the Select Board Strategic Plan, and it appears to have widespread conceptual support among the community
- If one or both of these properties is not used for affordable year round, deed restricted housing to meet the State’s 10% Mandate and the Town’s HPP goals, other properties will need to be purchased by the Town for building affordable housing in the near future
- The Select Board has determined housing should be included on at least one of these properties

BREWSTER HOUSING PRODUCTION PLAN 2022-2027

Housing Goals

- **Goal 1:** Increase and diversify year-round housing options in Brewster for a range of income levels and housing types
- **Goal 2:** Prevent displacement of current residents and facilitate housing mobility for households looking to move within or into Brewster.
- **Goal 3:** 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.
- **Goal 4:** Continue to build capacity to produce housing through staffing, funding, regional partnerships, advocacy and education, and relationships with nonprofit and for-profit developers.

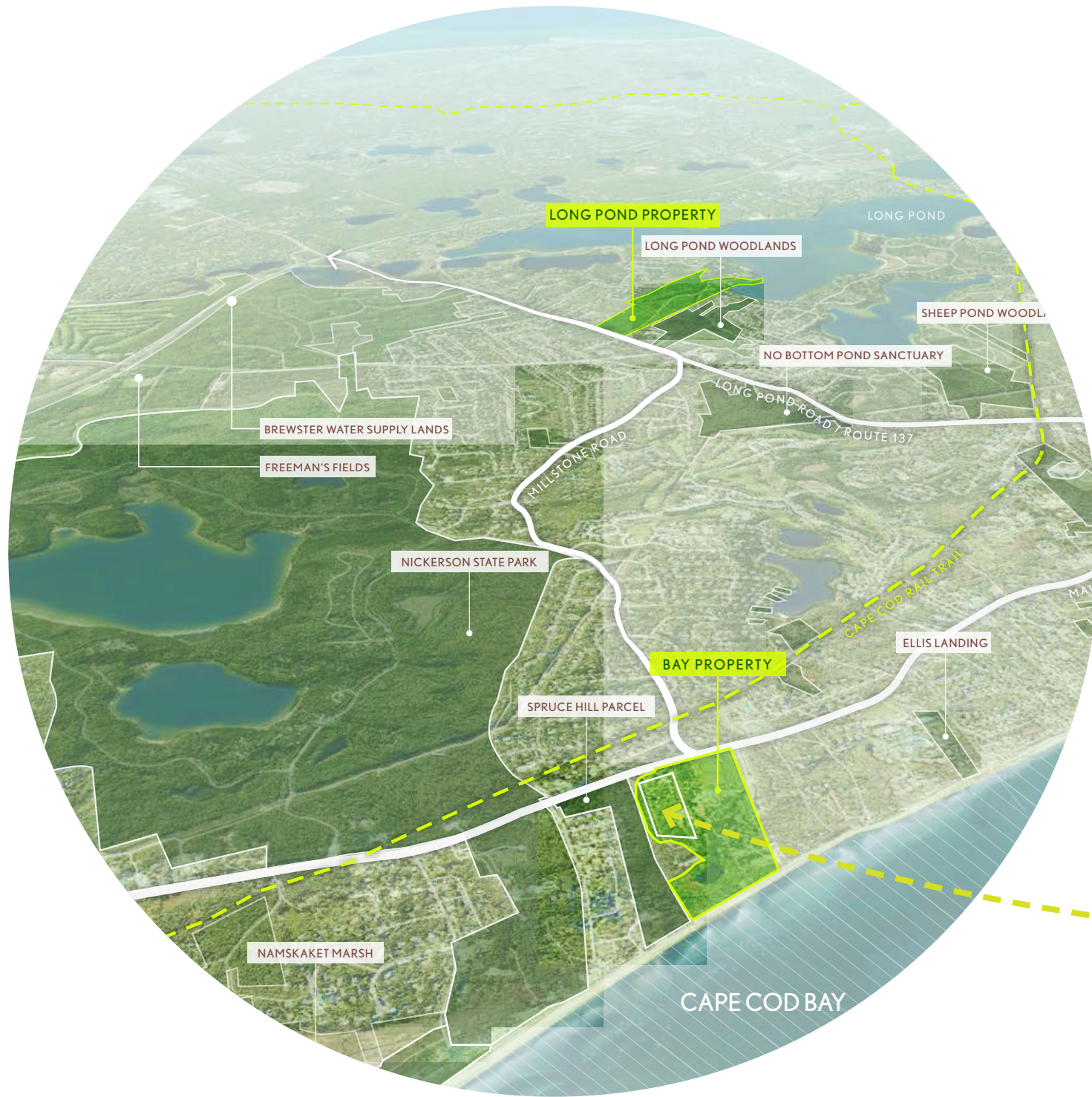
HOUSING

Community Feedback

- Responses to the forum and survey show that most people prefer seasonal workforce housing on the Bay Property. It should be noted that seasonal workforce housing while needed, does not count towards the 10% Affordable Housing State mandate.
- Desire for seasonal workforce housing is related to sentiment of re-use

BAY HOUSING ANALYSIS

Bay Property Context

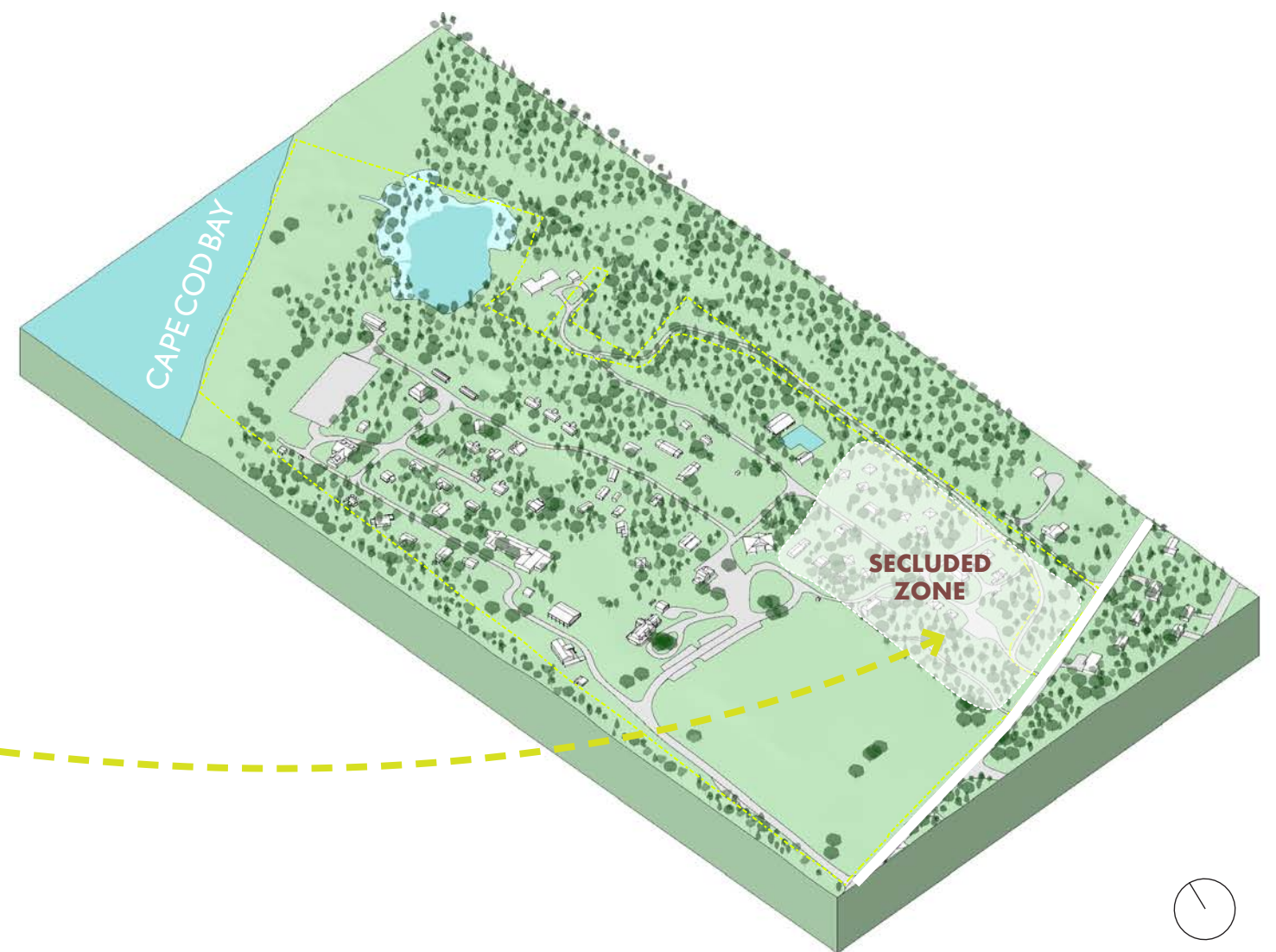


BAY PROPERTY

BAY PROPERTY:
SECLUDED ZONE:

55 ACRES
10 ACRES

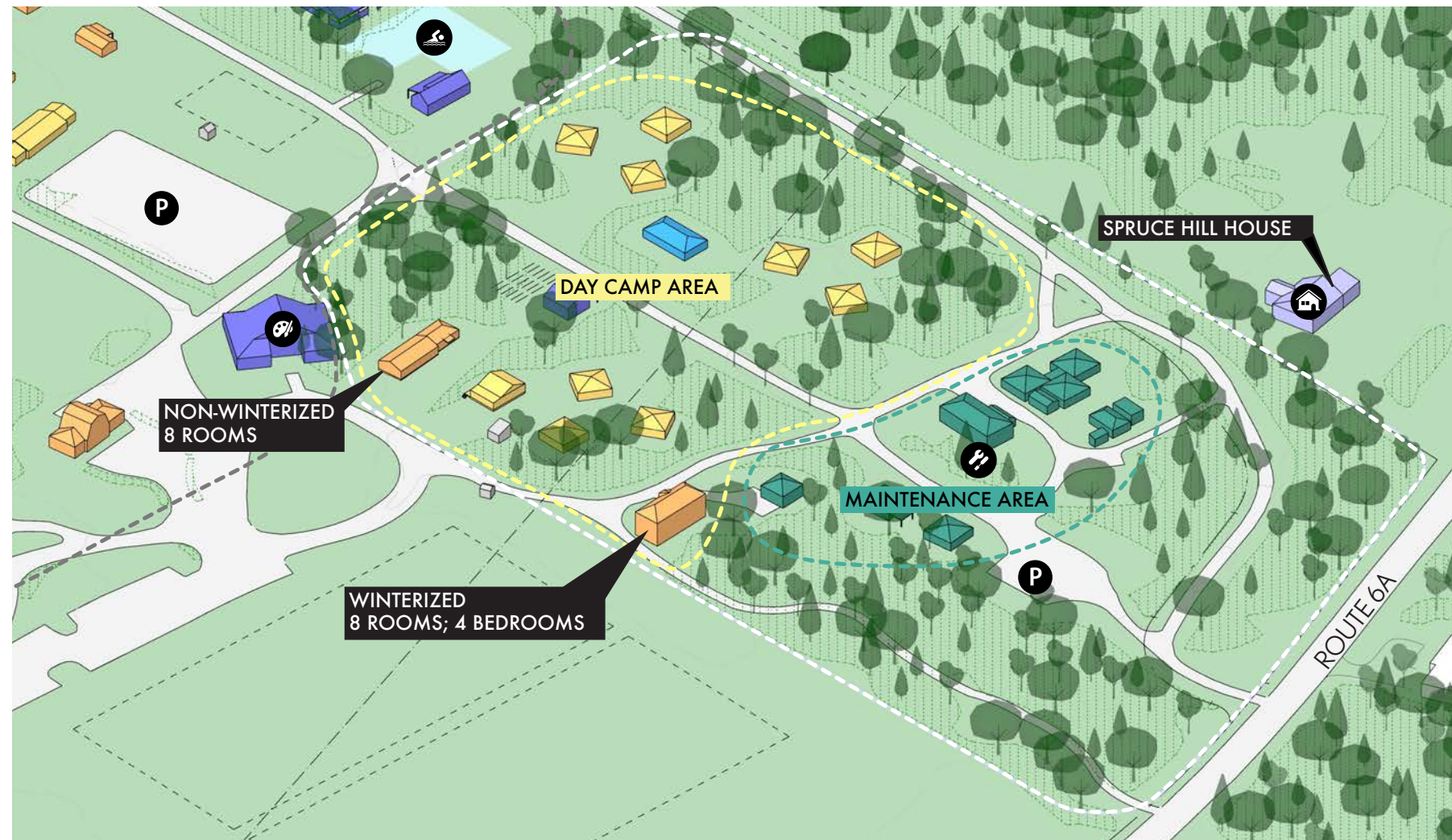
THE SECLUDED ZONE IS 18% OF THE BAY PROPERTY



BAY HOUSING ANALYSIS

Previous Building Uses

The secluded zone of the Bay Property currently contains the maintenance area for the entire property and formerly housed the day camp programs.



- DORMITORY
- STAFF CABIN
- COMMUNAL CAMP USES
- SHOWER HOUSE
- MAINTENANCE
- SPRUCE HILL HOUSE



BAY HOUSING ANALYSIS

Proposed Site Relationships

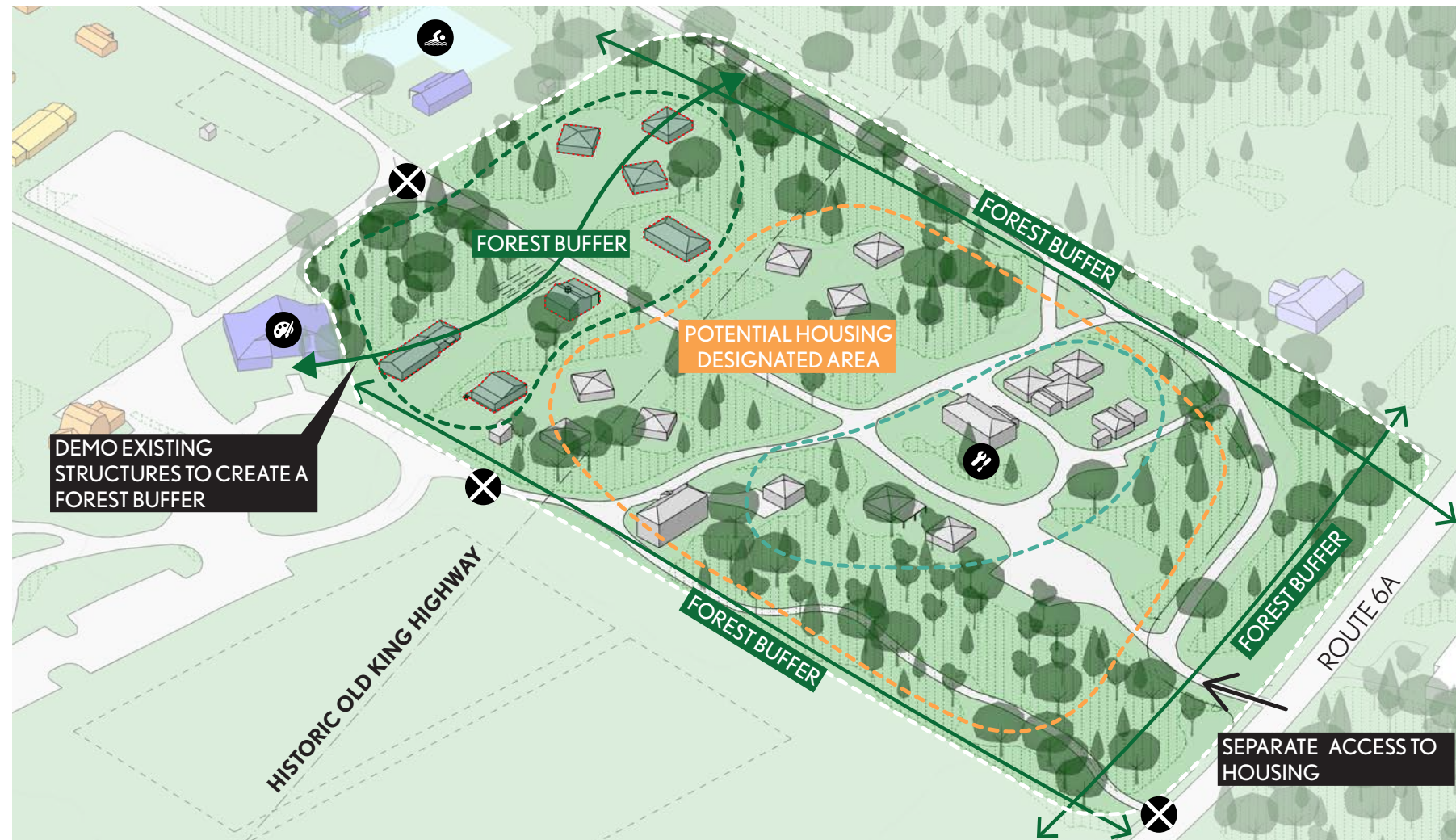
The forest buffer could separate more public uses of the Bay Property and the more secluded potential housing.

Scenarios are based on up to 46 units (90 beds).

Contemplated year round and seasonal workforce housing in both repurposed structures and new construction.

Group or individual parking is considered depending on dwelling type and configuration.

Wastewater treatment is still under consideration.

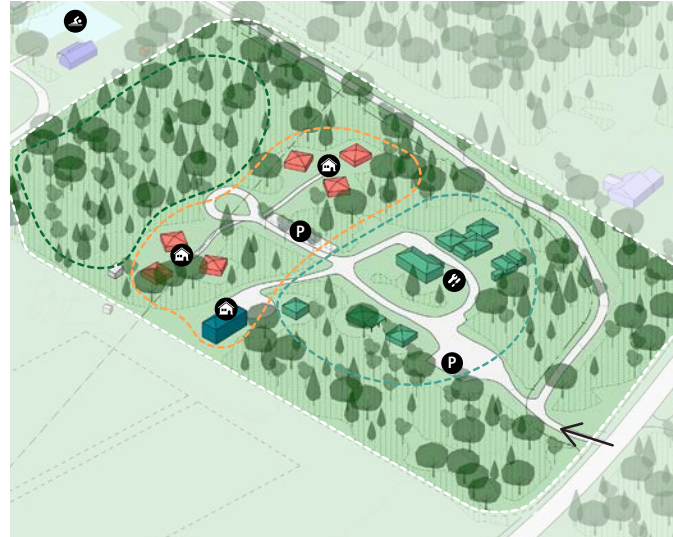


BAY ILLUSTRATIVE HOUSING SCENARIOS

Matrix

← MORE PRESERVATION

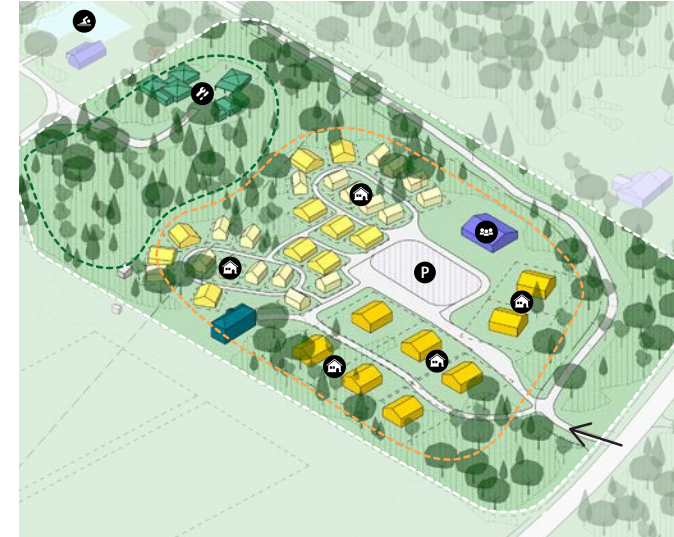
NEW BUILD →



REPURPOSE



**REPURPOSE &
NEW BUILD (DEMO)**



**NEW BUILD (DEMO)
DETACHED SINGLE UNITS**



**NEW BUILD (DEMO)
TOWN HOUSES**

UNIT COUNT

8 UNITS

2 year-round affordable
6 seasonal workforce

32 UNITS

26 year-round affordable
6 seasonal workforce

40 UNITS

40 year-round affordable
0 seasonal workforce

46 UNITS

44 year-round affordable
0 seasonal workforce

BEDS

28 TOTAL BEDS

2 year-round affordable
26 seasonal workforce

76 TOTAL BEDS

52 year-round affordable
24 seasonal workforce

48 TOTAL BEDS

48 year-round affordable
0 seasonal workforce

90 TOTAL BEDS

80 year-round affordable
0 seasonal workforce

UNIT SIZE

1000 sf year-round affordable
660 sf seasonal workforce

1000 sf year-round affordable
660 sf seasonal workforce

450 sf studio, 700 sf one bedroom,
1200 sf detached single family

1000 sf town homes

SHI

2 UNITS

26 UNITS

40 UNITS

46 UNITS

PARKING

13 TOTAL GROUP

48 TOTAL GROUP

60 TOTAL
8 individual, 42 group

68 TOTAL GROUP

← SEASONAL WORKFORCE →

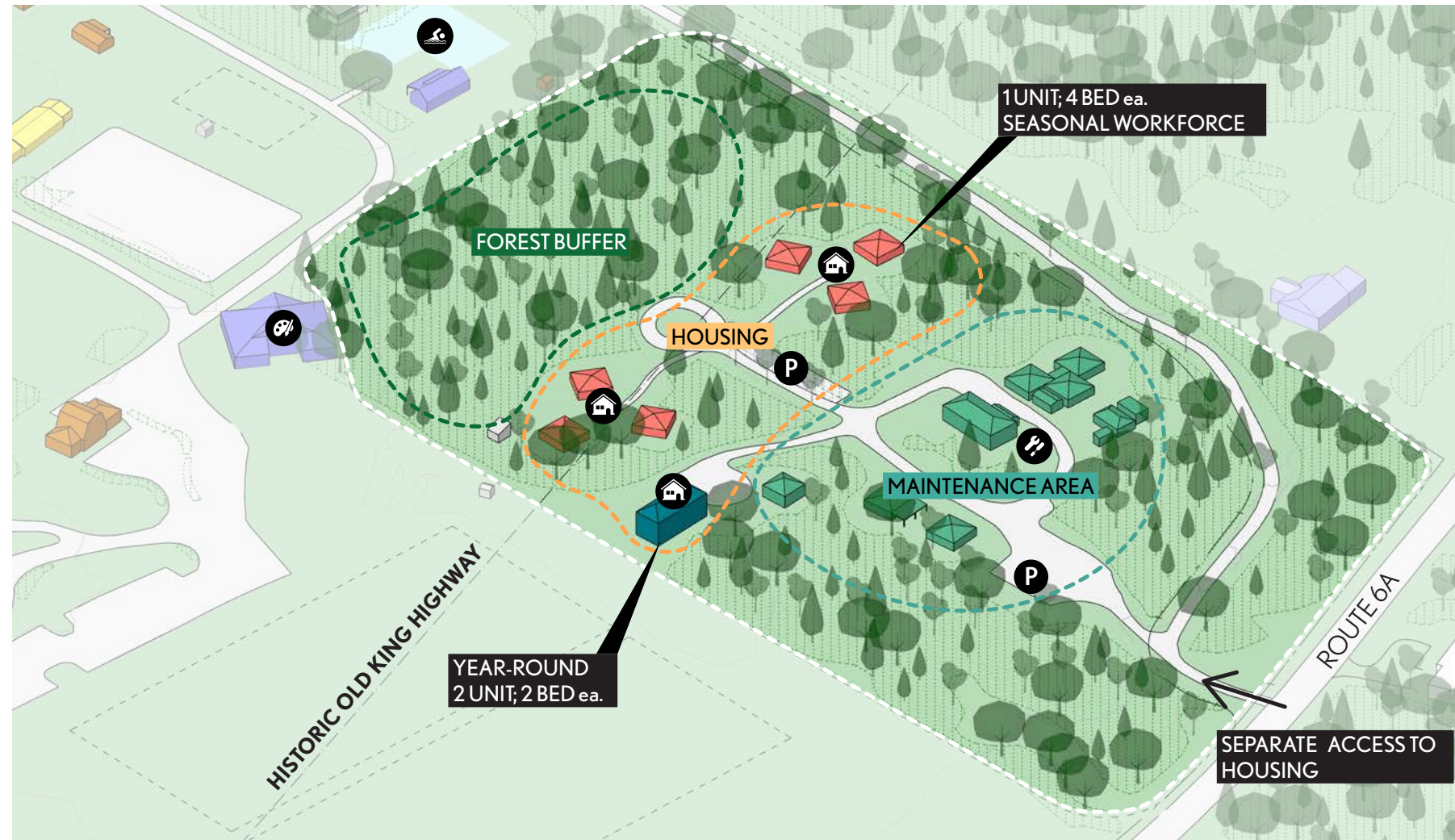
← YEAR-ROUND AFFORDABLE →

BAY ILLUSTRATIVE HOUSING SCENARIOS

Repurpose



Existing structures are repurposed as dwelling units with group parking areas. An area of the site remains as maintenance.



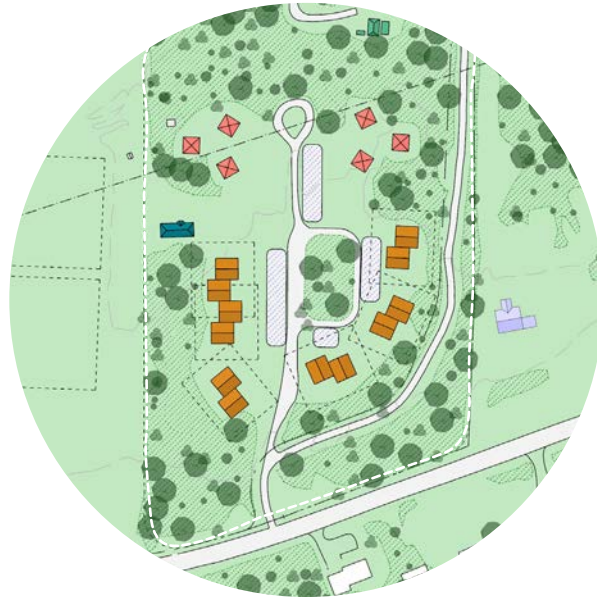
- REPURPOSE**
- SEASONAL WORKFORCE
 - YEAR-ROUND
- NEW BUILD YEAR-ROUND**
- STUDIO
 - ONE BEDROOM
 - SINGLE-FAMILY
 - MULTI-UNIT
 - COMMUNAL AMENITIES
 - MAINTENANCE

UNIT COUNT	8 UNITS 2 year-round affordable 6 seasonal workforce
BEDS	28 TOTAL BEDS 2 year-round affordable 26 seasonal workforce
UNIT SIZE	1000 sf year-round affordable 660 sf seasonal workforce
SHI	2 UNITS
PARKING	13 TOTAL GROUP

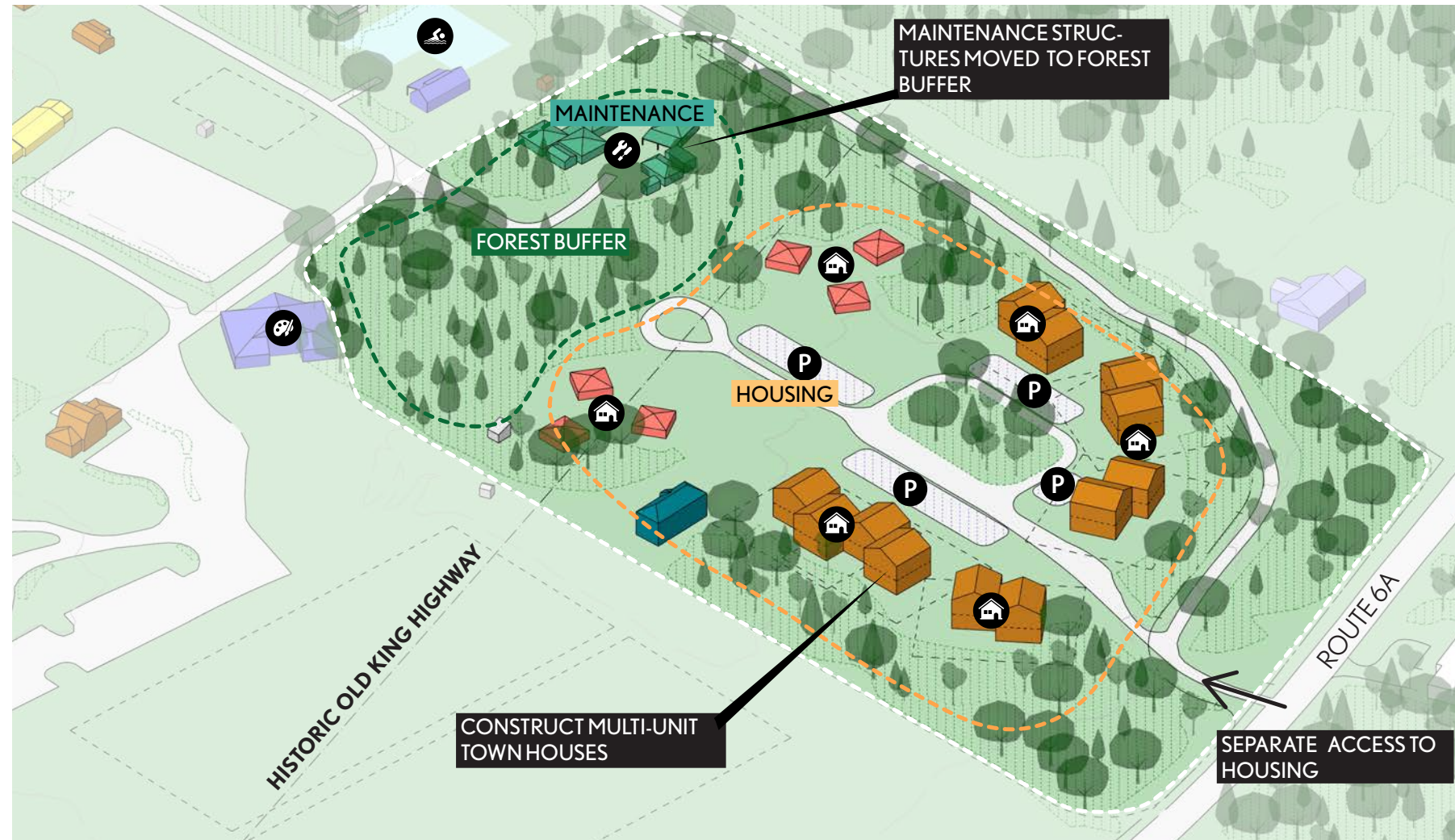


BAY ILLUSTRATIVE HOUSING SCENARIOS

Re-purpose and New Build (demo)



Former maintenance buildings are demoed to create additional dwelling units.



- REPURPOSE**
- SEASONAL WORKFORCE
 - YEAR-ROUND
- NEW BUILD YEAR-ROUND**
- STUDIO
 - ONE BEDROOM
 - SINGLE-FAMILY
 - MULTI-UNIT
 - COMMUNAL AMENITIES
 - MAINTENANCE

UNIT COUNT	32 UNITS 26 year-round affordable 6 seasonal workforce
BEDS	76 TOTAL BEDS 52 year-round affordable 24 seasonal workforce
UNIT SIZE	1000 sf year-round affordable 660 sf seasonal workforce
SHI	26 UNITS
PARKING	48 TOTAL GROUP



Brewster Landing, Brewster, MA

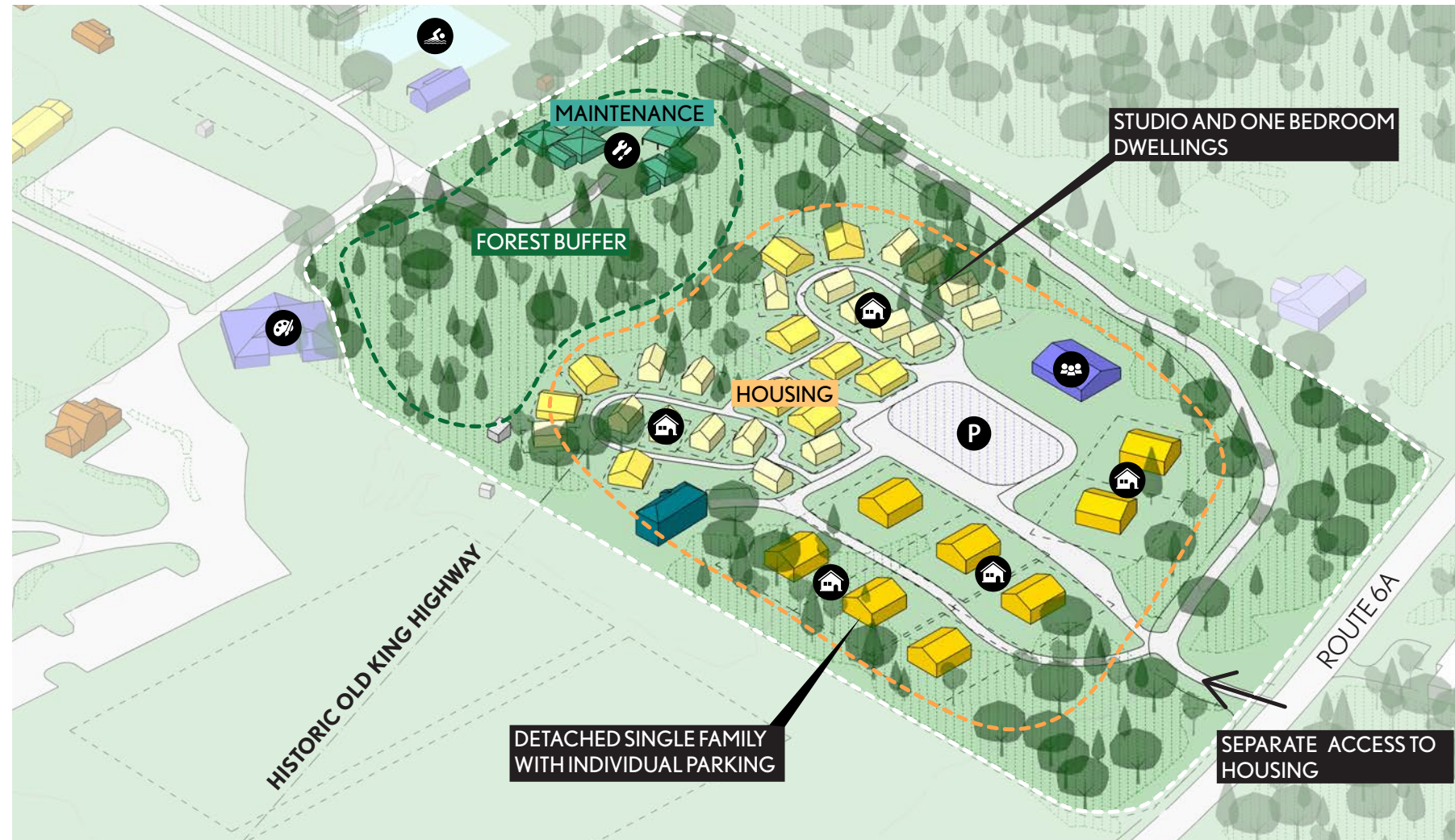


BAY ILLUSTRATIVE HOUSING SCENARIOS

New Build (demo) Detached Single Units



Single family homes and small dwelling units are constructed. No buildings are repurposed for housing.



- REPURPOSE**
- SEASONAL WORKFORCE
 - YEAR-ROUND
- NEW BUILD YEAR-ROUND**
- STUDIO
 - ONE BEDROOM
 - SINGLE-FAMILY
 - MULTI-UNIT
 - COMMUNAL AMENITIES
 - MAINTENANCE

UNIT COUNT	40 UNITS 40 year-round affordable 0 seasonal workforce
BEDS	48 TOTAL BEDS 48 year-round affordable 0 seasonal workforce
UNIT SIZE	450 sf studio, 700 sf one bedroom, 1200 sf detached single family
SHI	40 UNITS
PARKING	60 TOTAL 8 individual, 42 group



Habitat for Humanity Housing, Brewster, MA



BAY ILLUSTRATIVE HOUSING SCENARIOS

New Build (demo) Town Houses



All existing structures are demoed for the construction of town houses.



- REPURPOSE**
- SEASONAL WORKFORCE
 - YEAR-ROUND
- NEW BUILD YEAR-ROUND**
- STUDIO
 - ONE BEDROOM
 - SINGLE-FAMILY
 - MULTI-UNIT
- COMMUNAL AMENITIES
 - MAINTENANCE

UNIT COUNT	44 UNITS 44 year-round affordable 0 seasonal workforce
BEDS	88 TOTAL BEDS 80 year-round affordable 0 seasonal workforce
UNIT SIZE	1000 sf town homes
SHI	44 UNITS
PARKING	66 TOTAL GROUP



Brewster Woods, Brewster, MA

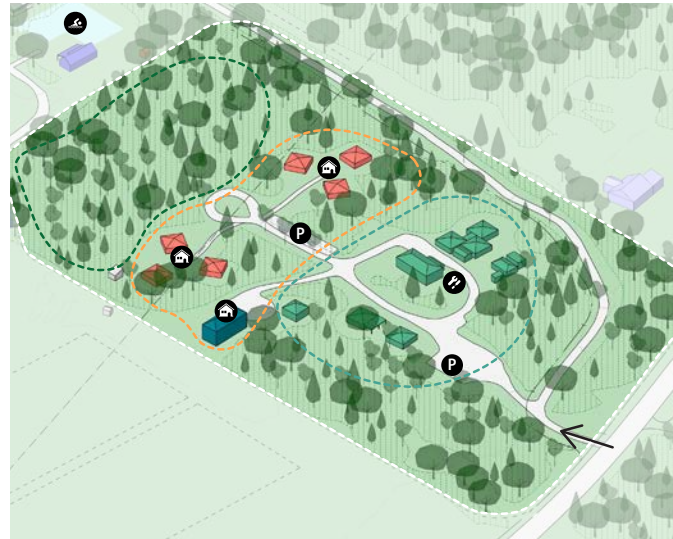


BAY ILLUSTRATIVE HOUSING SCENARIOS

Matrix

← MORE PRESERVATION

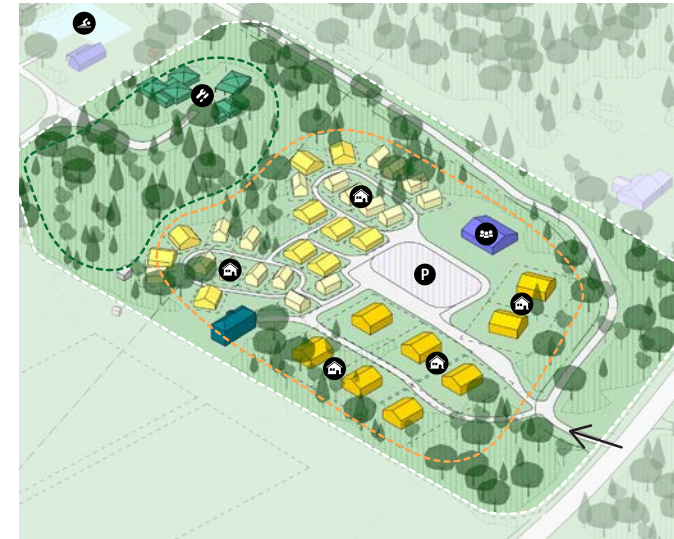
NEW BUILD →



REPURPOSE



REPURPOSE & NEW BUILD (DEMO)



NEW BUILD (DEMO) DETACHED SINGLE UNITS



NEW BUILD (DEMO) TOWN HOUSES

UNIT COUNT

8 UNITS

2 year-round affordable
6 seasonal workforce

32 UNITS

26 year-round affordable
6 seasonal workforce

40 UNITS

40 year-round affordable
0 seasonal workforce

46 UNITS

44 year-round affordable
0 seasonal workforce

BEDS

28 TOTAL BEDS

2 year-round affordable
26 seasonal workforce

76 TOTAL BEDS

52 year-round affordable
24 seasonal workforce

48 TOTAL BEDS

48 year-round affordable
0 seasonal workforce

90 TOTAL BEDS

80 year-round affordable
0 seasonal workforce

UNIT SIZE

1000 sf year-round affordable
660 sf seasonal workforce

1000 sf year-round affordable
660 sf seasonal workforce

450 sf studio, 700 sf one bedroom,
1200 sf detached single family

1000 sf town homes

SHI

2 UNITS

26 UNITS

40 UNITS

46 UNITS

PARKING

13 TOTAL GROUP

48 TOTAL GROUP

60 TOTAL
8 individual, 42 group

68 TOTAL GROUP

← SEASONAL WORKFORCE →

← YEAR-ROUND AFFORDABLE →

POND PROPERTY

WHAT WE HEARD

Key Takeaways

CONSENSUS:

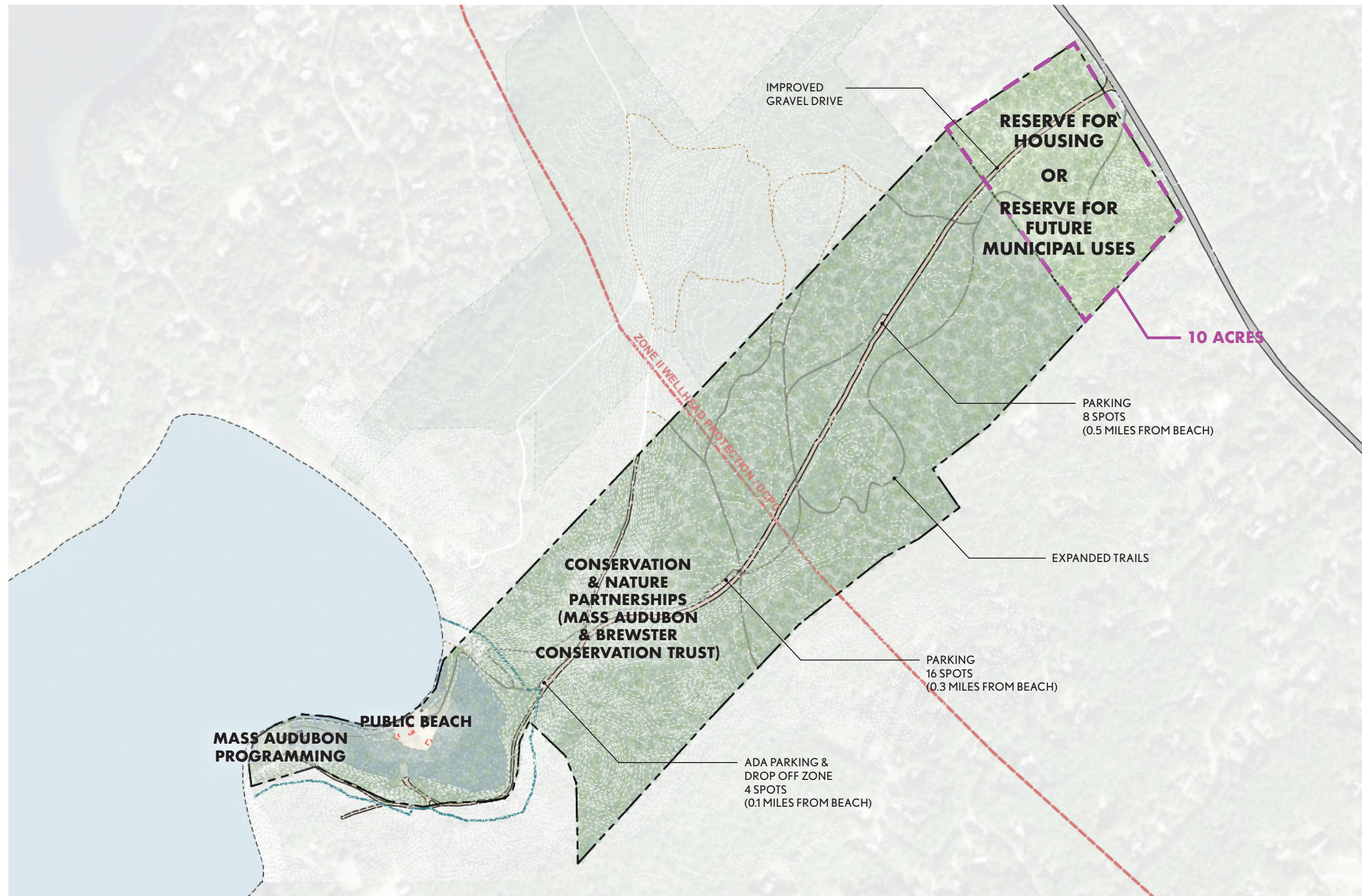
- Provide low intensity/use waterfront to respect the limited capacity of the property in terms of access, parking, and character
- Increase walking trails
- Conserve at least 60% of the property

DIFFERING OPINIONS:

- Avoid housing development in Zone II
- Balance conservation with other uses; accommodate affordable housing
- Municipal uses

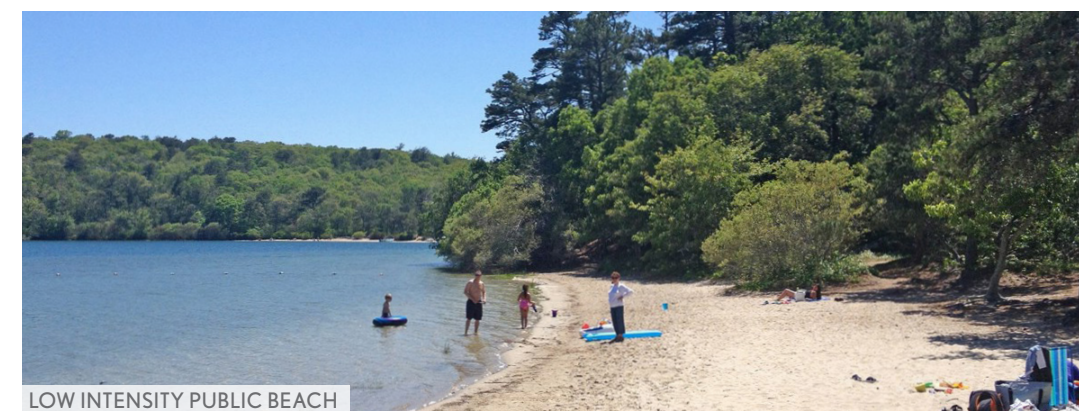
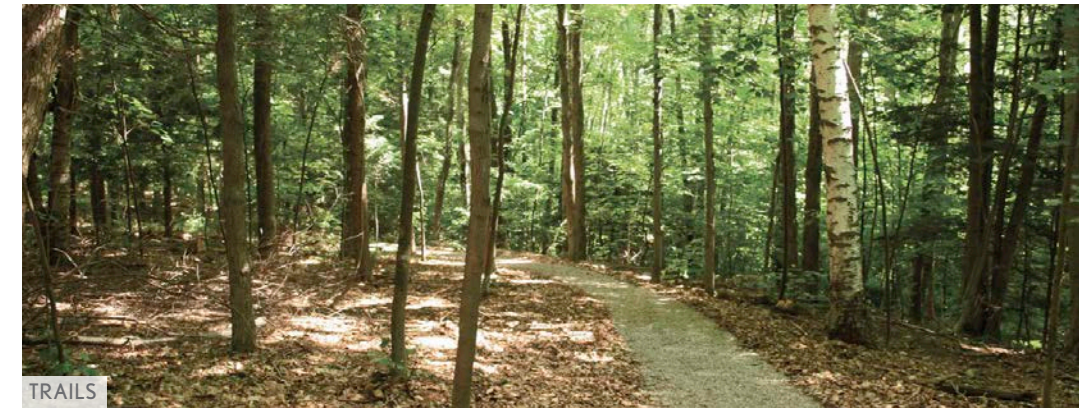
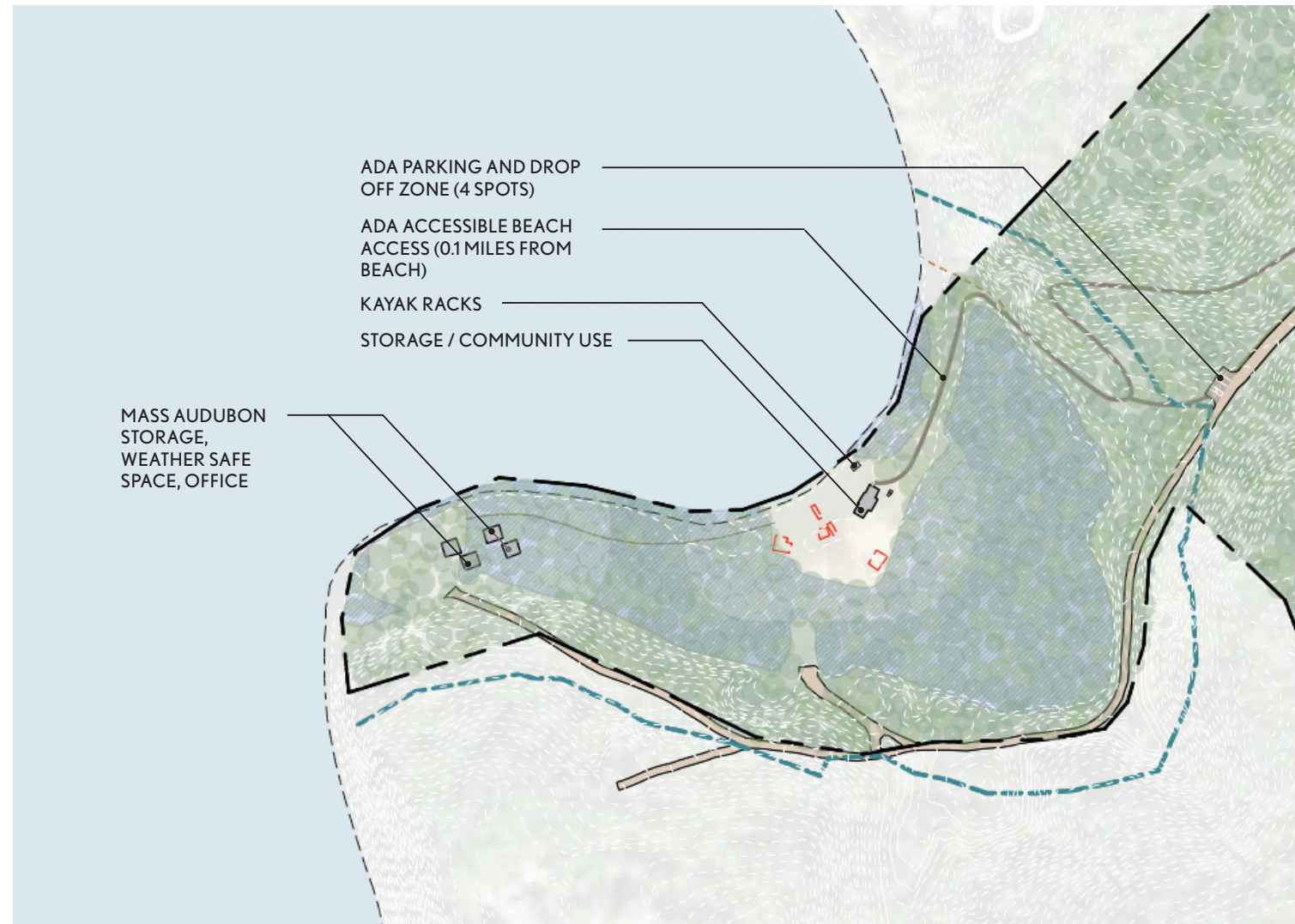
PROPOSED PLAN

Overall Plan



PROPOSED 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

PRELIMINARY DRAFT PRICING

Pond Property

Total Estimate:

Approx \$1,069,200 before design and contractor fees

Approx \$1,734,000 after design and contractor fees including:

- 10% general conditions
- 10% overhead and profit
- 1% permitting
- 2% bond/insurance
- 10% design contingency
- 20% design services
- 6% escalation allowance

Pricing Breakdown

- Building removal (3 bldgs): \$22,200
- Building restoration (5 bldg):\$44,300
- Trails: \$207,700
- Roadway improvements: \$748,900
- Parking Areas: \$49,100

PARTNERSHIPS - POND PROPERTY

Mass Audubon

Mass Audubon

Amount pledged for Pond Property: \$1.5 million

Partnership includes:

- Conservation restriction on 56 acres (85% of site), recognizing that the community may support housing or other municipal uses on the remaining 10 acres

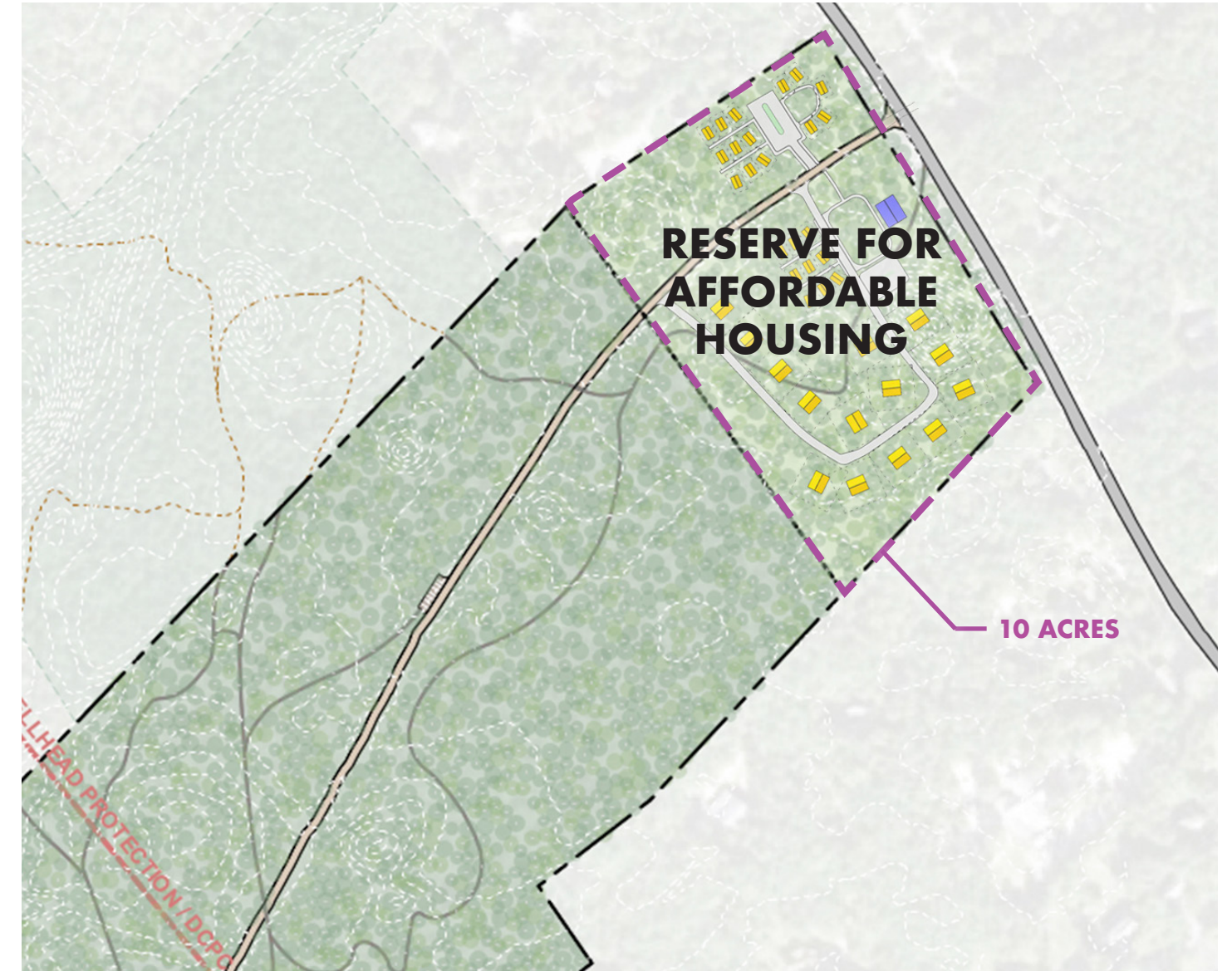
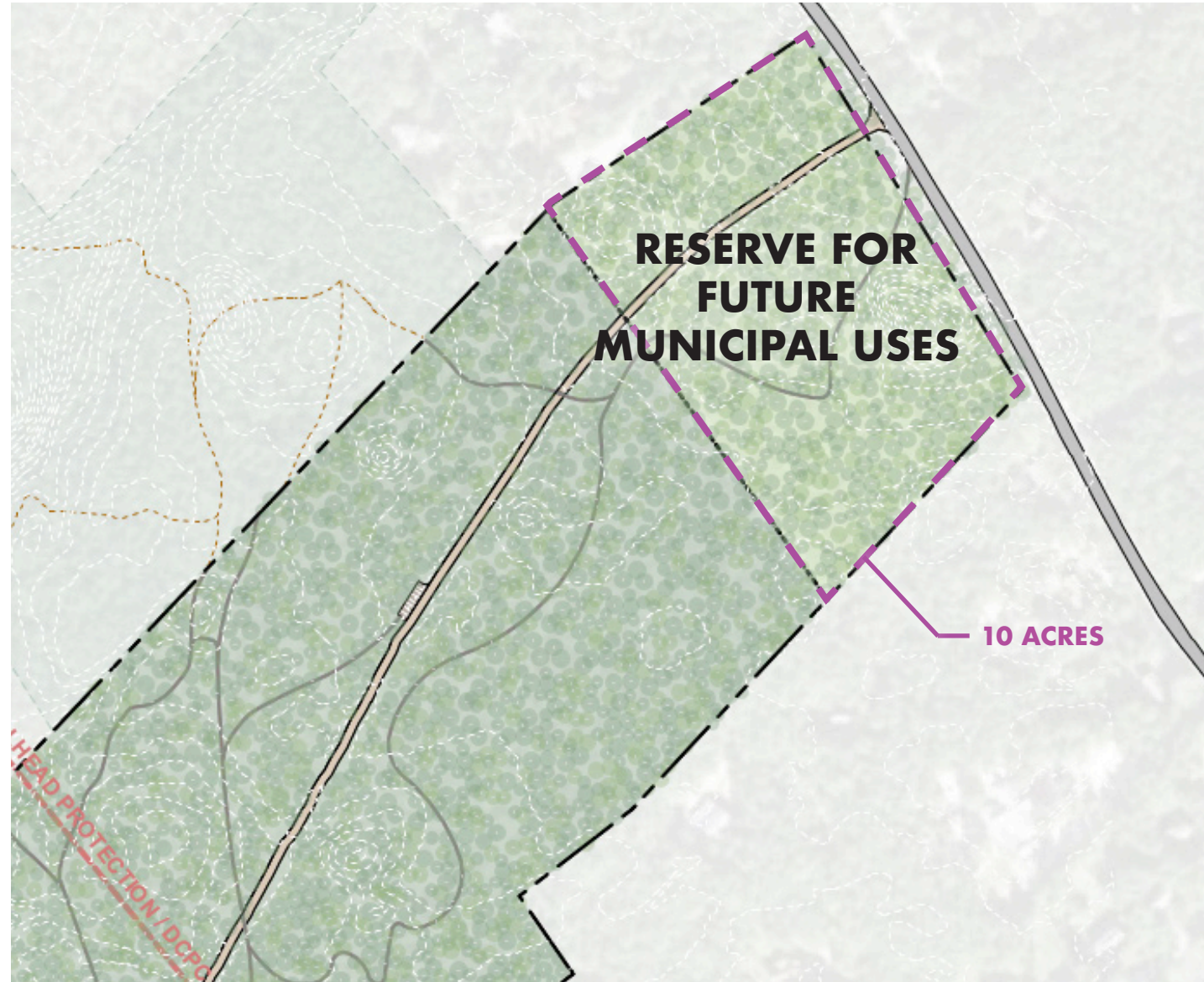
Possible programs:

- 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



POTENTIAL USES ALONG 137

Planning Scenarios



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

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

Housing development would also include a wastewater treatment plant that would treat other residential properties in the neighborhood

POTENTIAL USES ALONG 137

Future Municipal Use



NEIGHBORHOOD WASTEWATER TREATMENT PLANT



CELL TOWER



HABITAT AND WATERSHED PROTECTION



HOUSING



UNANTICIPATED USES

LAND USE CONTEXT

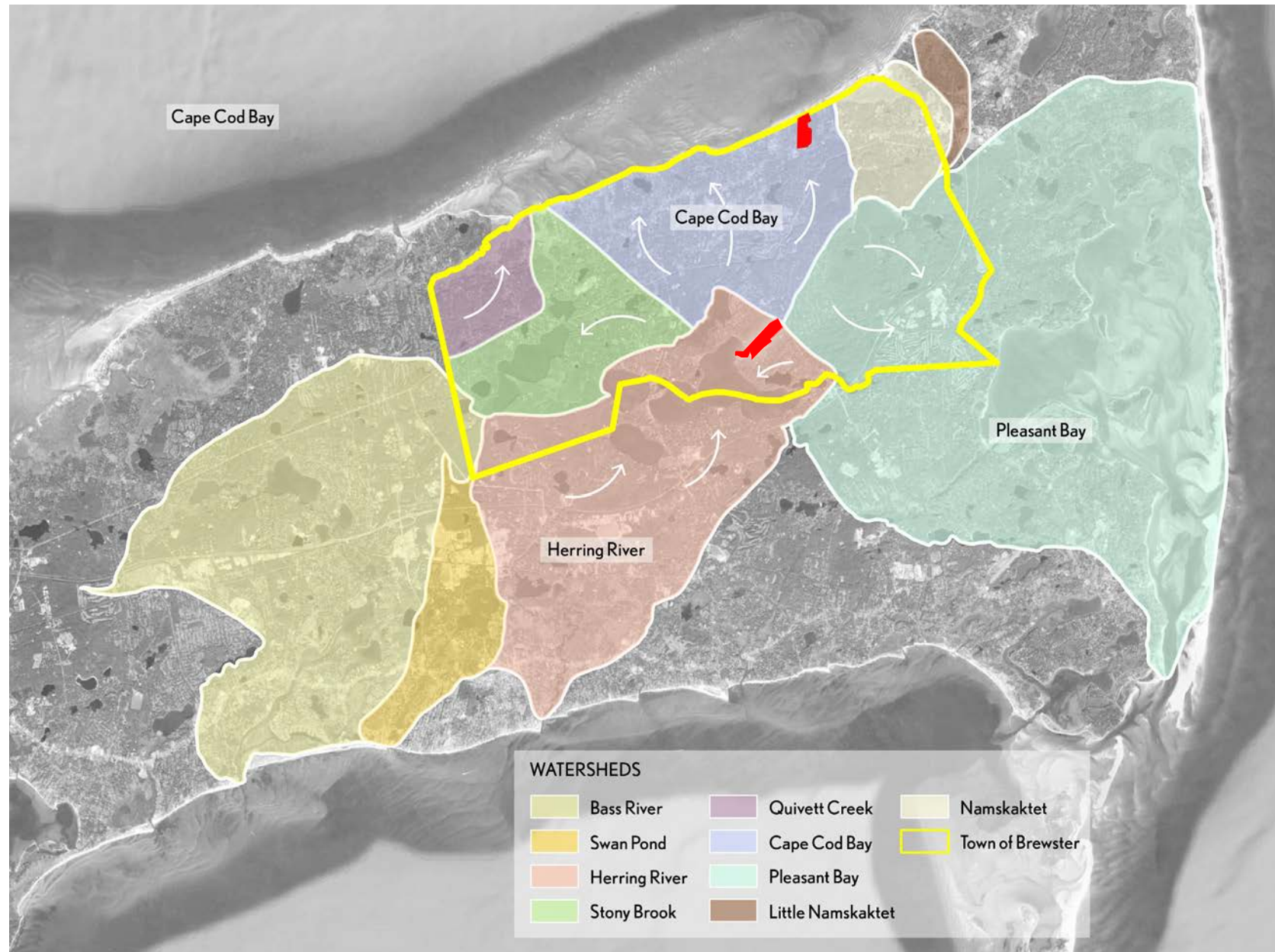


Residential communities exist along both sides of Route 137 and surround the northern section of the Long Pond Property.

The property is also partially adjacent to Long Pond Woodlands, a town-owned conservation area.

WATER QUALITY

Regional Watershed

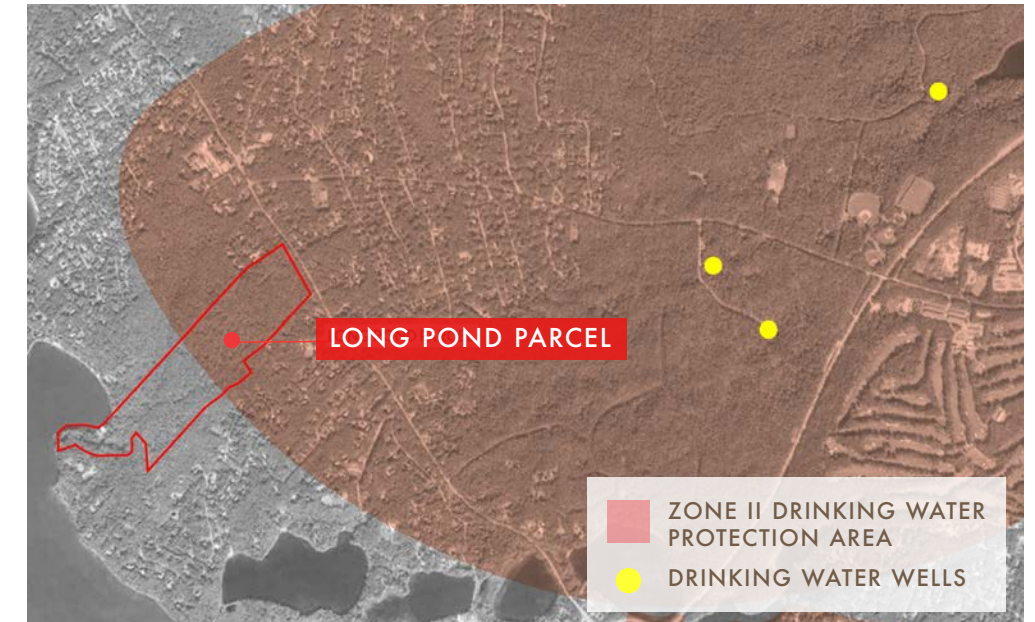
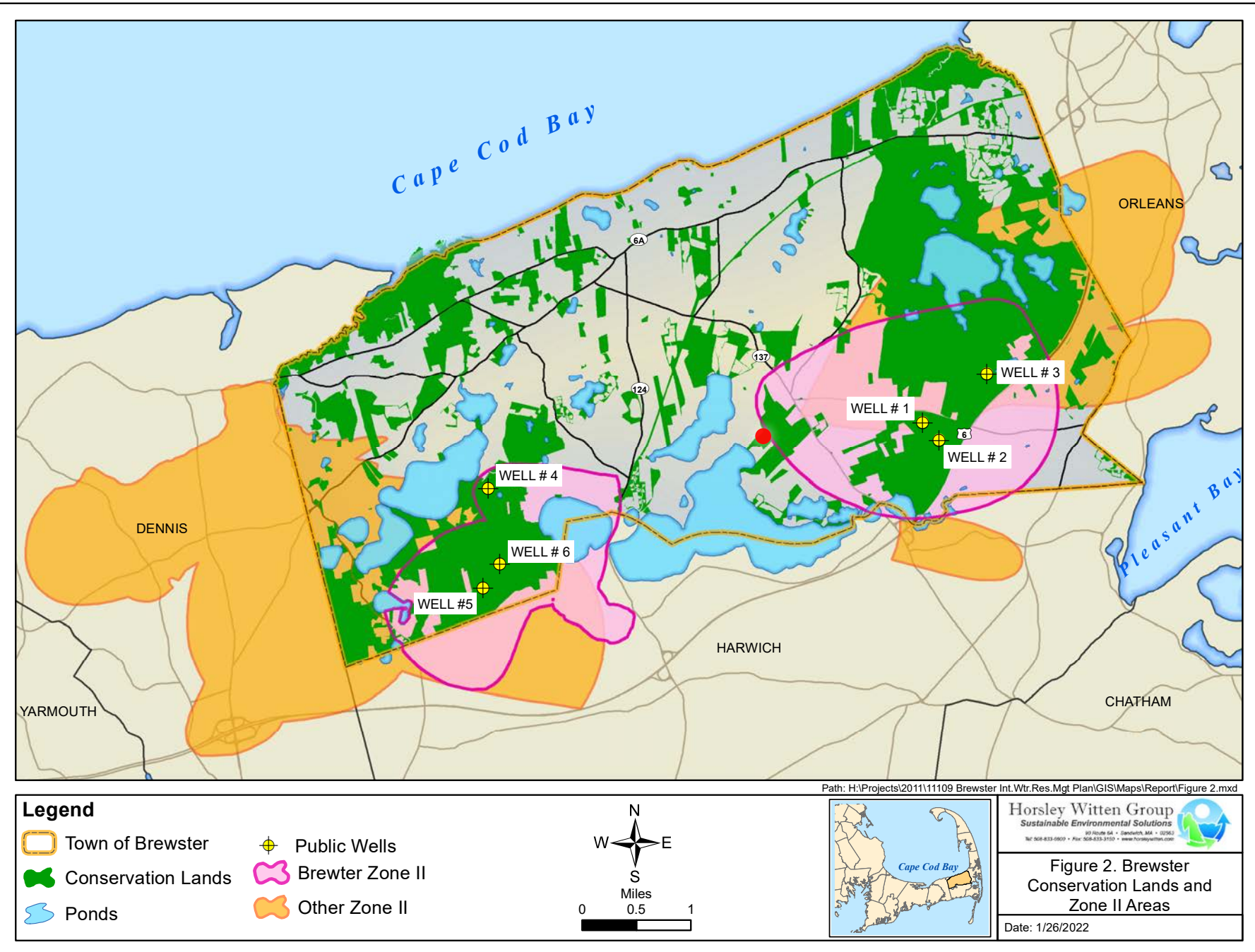


- Brewster has an Integrated Water Resource Management Plan which addresses our long-term wastewater needs and plans across the entire community
- The primary focus in past decade has been on Pleasant Bay Watershed – Brewster shares a permit with Orleans, Harwich, and Chatham that includes certain nitrogen 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
- Introduction of new wastewater treatment plant on the Pond Property would improve overall Long Pond & Herring River water quality

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

WATER QUALITY

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 new wastewater treatment plant on the Pond Property could improve overall Zone II water quality

HOUSING

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
- Providing affordable and attainable housing is supported by the Town Vision Plan, the Local Comprehensive Plan, and the Select Board Strategic Plan, and it appears to have widespread conceptual support among the community
- If one or both of these properties is not used for affordable year round, deed restricted housing to meet the State’s 10% Mandate and the Town’s HPP goals, other properties will need to be purchased by the Town for building affordable housing in the near future
- The Select Board has determined housing should be included on at least one of these properties

BREWSTER HOUSING PRODUCTION PLAN 2022-2027

Housing Goals

- **Goal 1:** Increase and diversify year-round housing options in Brewster for a range of income levels and housing types
- **Goal 2:** Prevent displacement of current residents and facilitate housing mobility for households looking to move within or into Brewster.
- **Goal 3:** 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.
- **Goal 4:** Continue to build capacity to produce housing through staffing, funding, regional partnerships, advocacy and education, and relationships with nonprofit and for-profit developers.

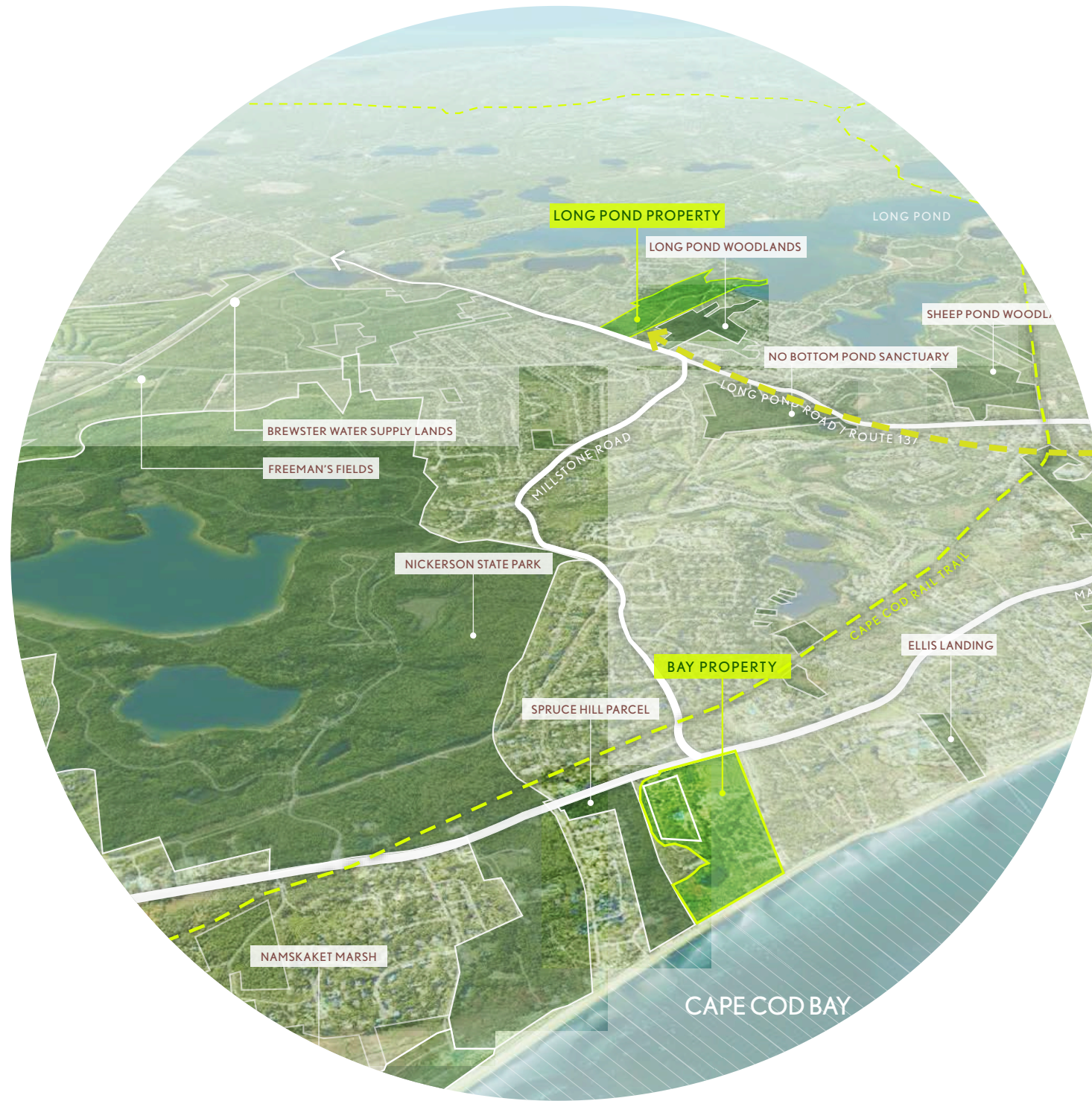
HOUSING

Community Feedback

- There was mixed feedback regarding housing on the Pond Property:
 - Many feel strongly that new affordable housing should be located on the Pond Property
 - Many feel that housing does not belong on the Pond Property, mostly due to a sense that housing is in conflict with conservation goals and with Zone II regulations
- Zone II regulations do not preclude the development of housing and associated infrastructure, however Zone II is intended to protect the Town's drinking water

POND HOUSING ANALYSIS

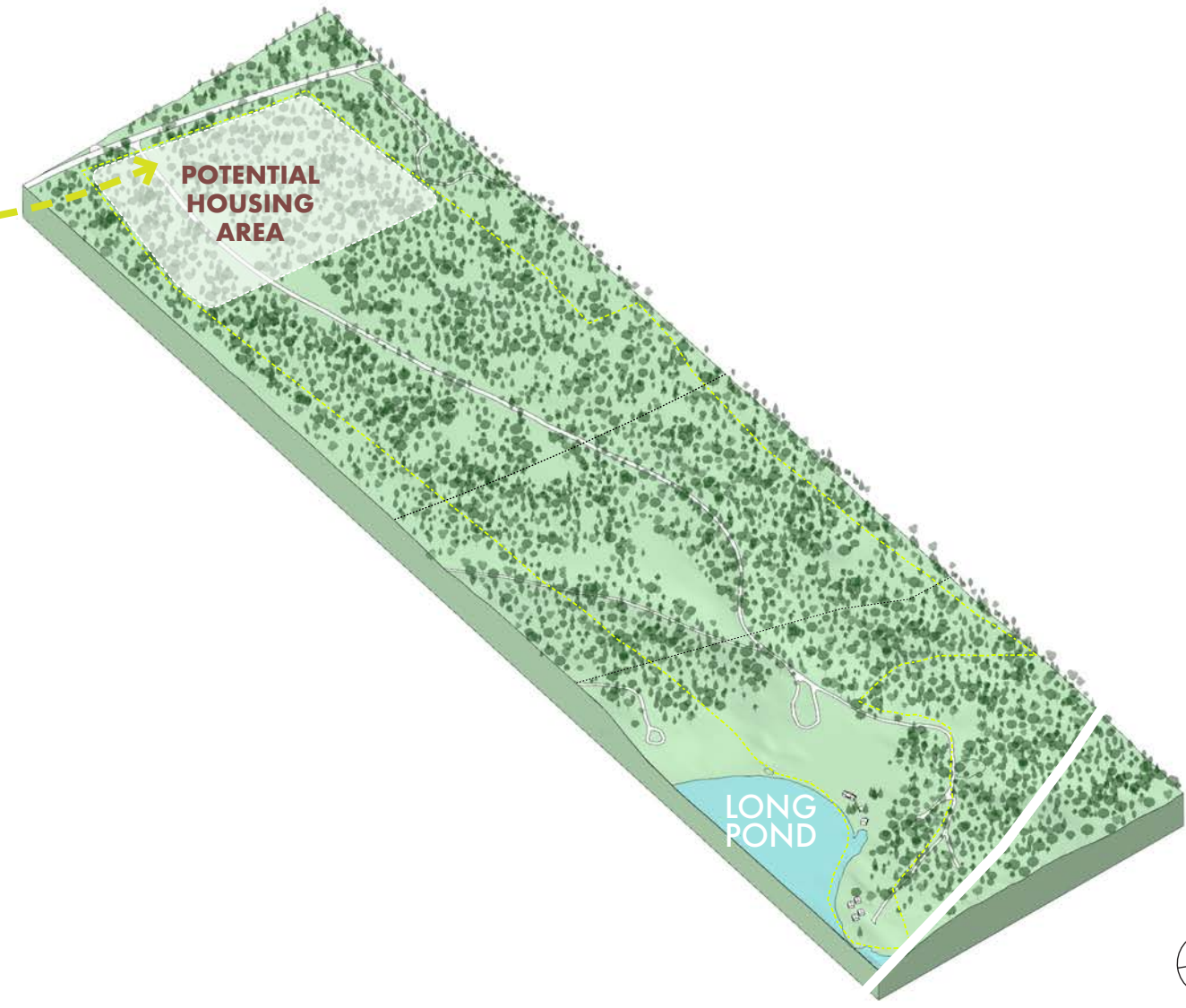
Pond Property Context



POND PROPERTY

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

THE HOUSING DESIGNATED AREA IS 15% OF THE POND PROPERTY



POND HOUSING ANALYSIS

Site Analysis and Principles

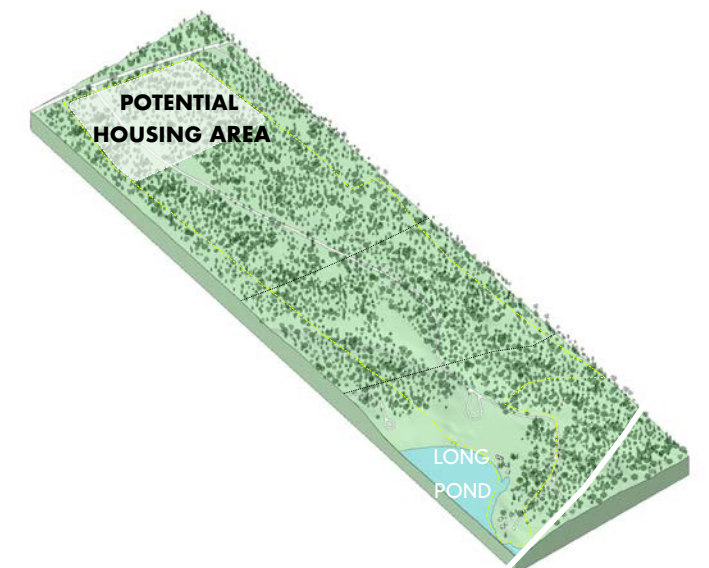
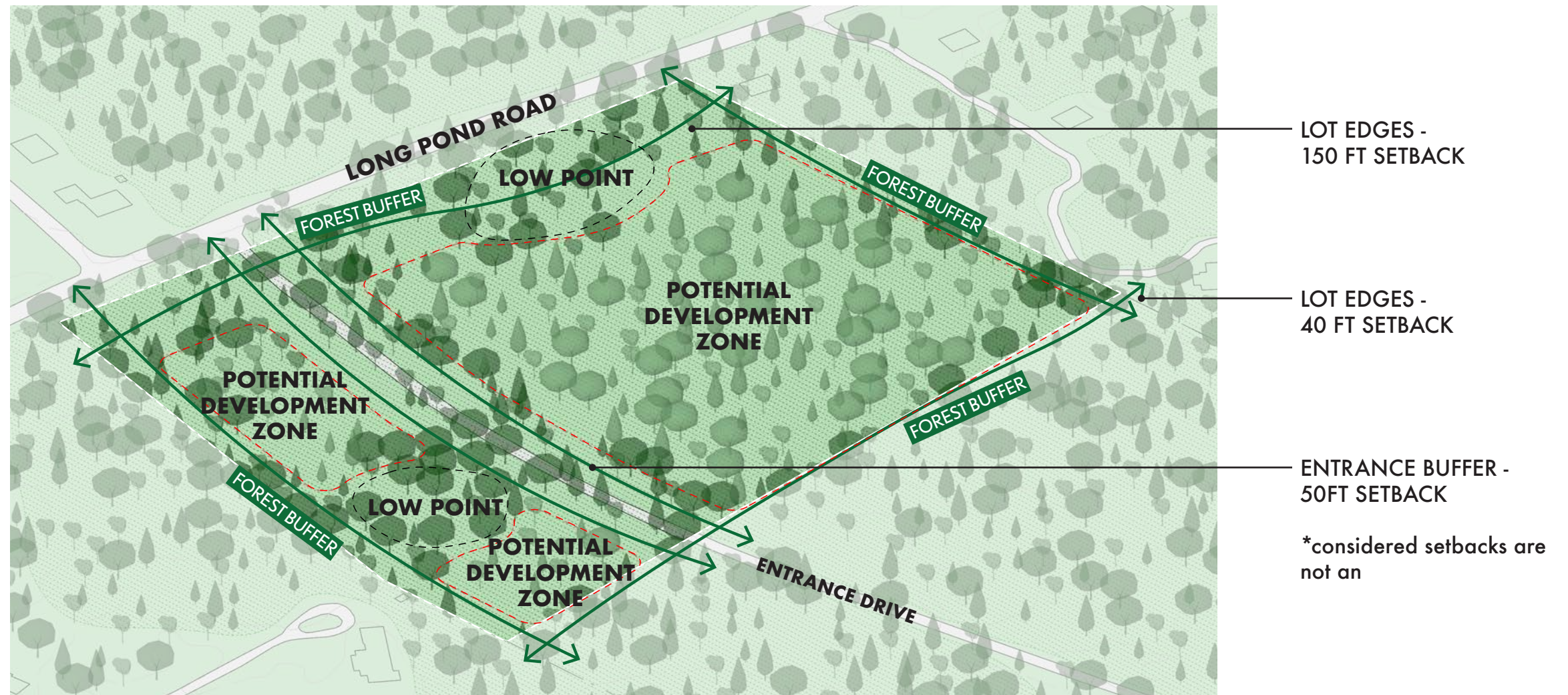
The area designated for housing implements forest buffers and

Scenarios based on approximately 48 Units (90 beds)

Contemplated year round housing with new construction.

Group or individual parking is considered depending on dwelling type and configuration.

Wastewater requirements are being considered and new package plant may treat other residences in the surrounding area.



POND ILLUSTRATIVE HOUSING SCENARIOS

Matrix



DETACHED SINGLE UNITS



DETACHED SINGLE UNITS



TOWN HOMES

UNIT COUNT

32 UNITS

48 UNITS

44 UNITS

BEDS

64 TOTAL BEDS

66 TOTAL BEDS

88 TOTAL BEDS

UNIT SIZE

1200 sf

450 sf studio, 700 sf one bedroom,
1200 sf detached single family

1000 sf town homes

SHI

32 UNITS

48 UNITS

44 UNITS

PARKING

32 TOTAL INDIVIDUAL

18 INDIVIDUAL, 45 GROUP

66 GROUP

**PERCENT
BUFFER ZONE**

52%

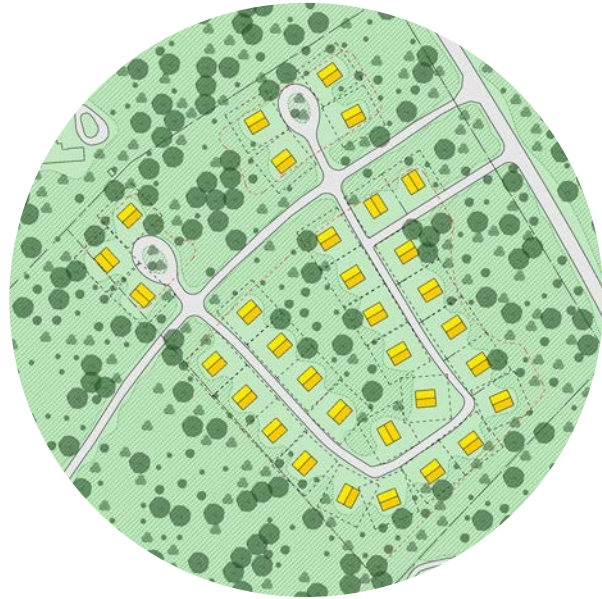
49%

59%

*of Housing
Designated Area

POND ILLUSTRATIVE HOUSING SCENARIOS

Detached Single Units



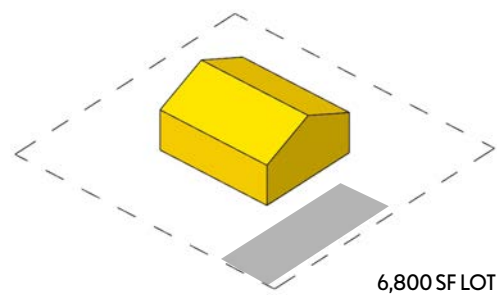
Detached single family housing.



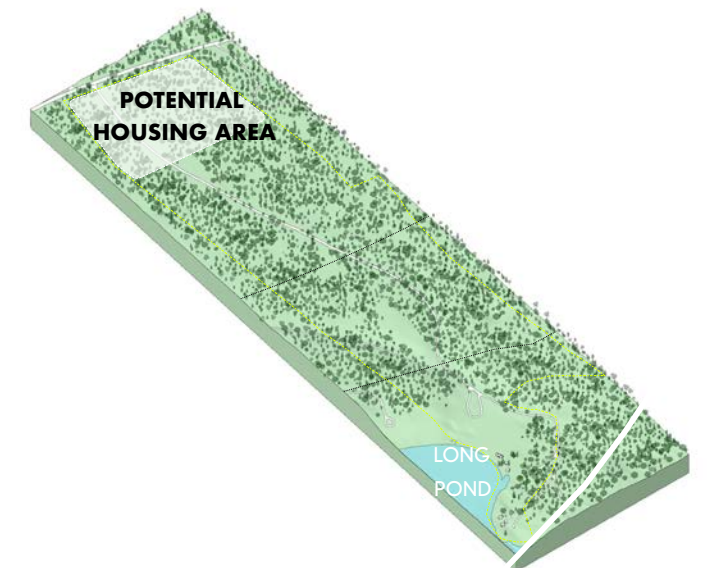
- NEW BUILD YEAR-ROUND**
- STUDIO
 - ONE BEDROOM
 - SINGLE-FAMILY
 - MULTI-UNIT
 - COMMUNAL AMENITIES

UNIT COUNT	32 UNITS
BEDS	64 TOTAL BEDS
UNIT SIZE	1200 sf
SHI	32 UNITS
PARKING	32 TOTAL INDIVIDUAL
PERCENT BUFFER ZONE	52%

*of Housing Designated Area

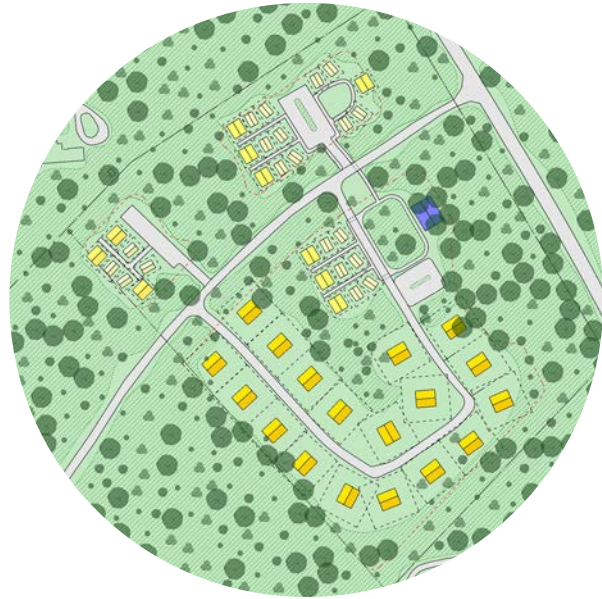


Habitat for Humanity Housing, Brewster, MA

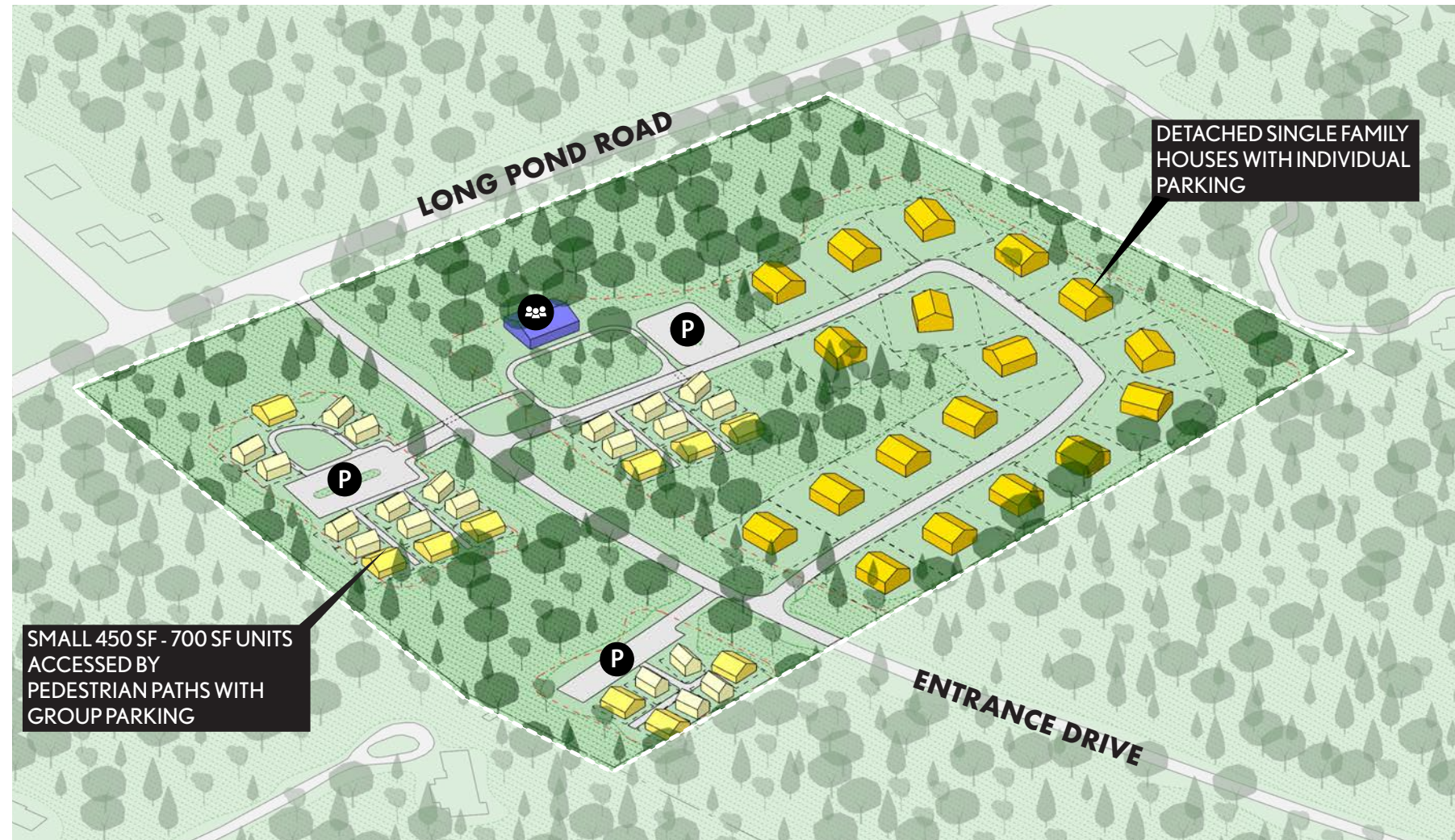


POND ILLUSTRATIVE HOUSING SCENARIOS

Detached Single Units

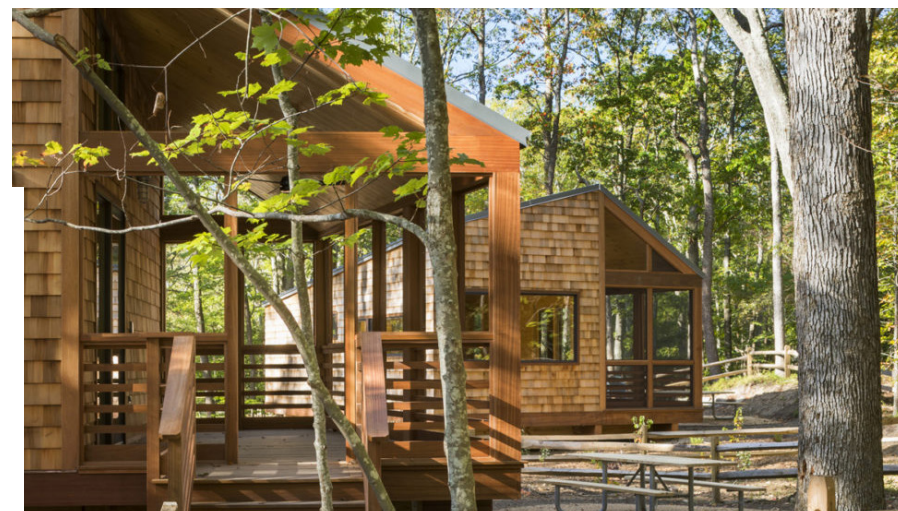
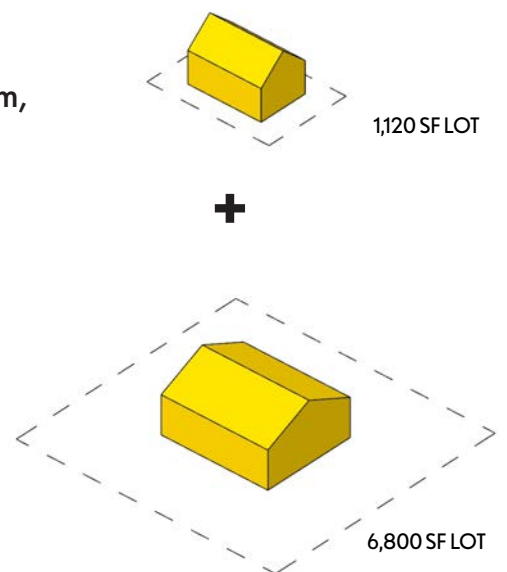


A greater quantity of smaller units and single family housing are considered.

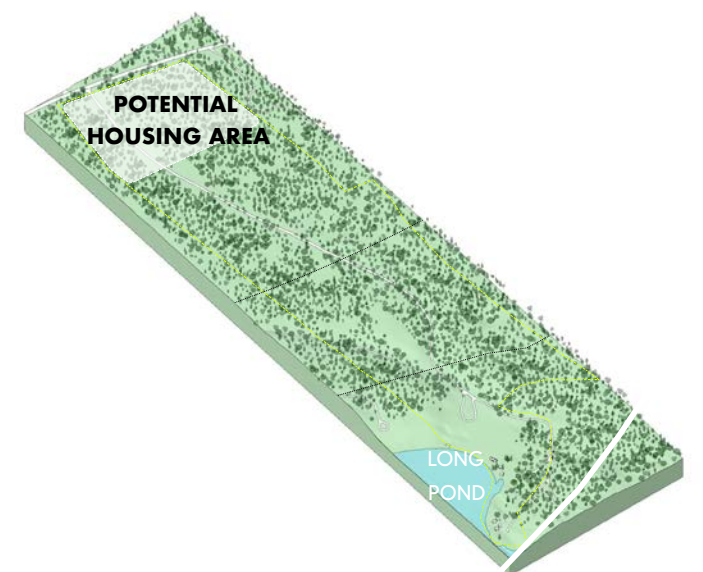


- NEW BUILD YEAR-ROUND**
- STUDIO
 - ONE BEDROOM
 - SINGLE-FAMILY
 - MULTI-UNIT
 - COMMUNAL AMENITIES

UNIT COUNT	48 UNITS
BEDS	66 TOTAL BEDS
UNIT SIZE	450 sf studio, 700 sf one bedroom, 1200 sf detached single family
SHI	48 UNITS
PARKING	18 INDIVIDUAL, 45 GROUP
PERCENT BUFFER ZONE	49%
*of Housing Designated Area	

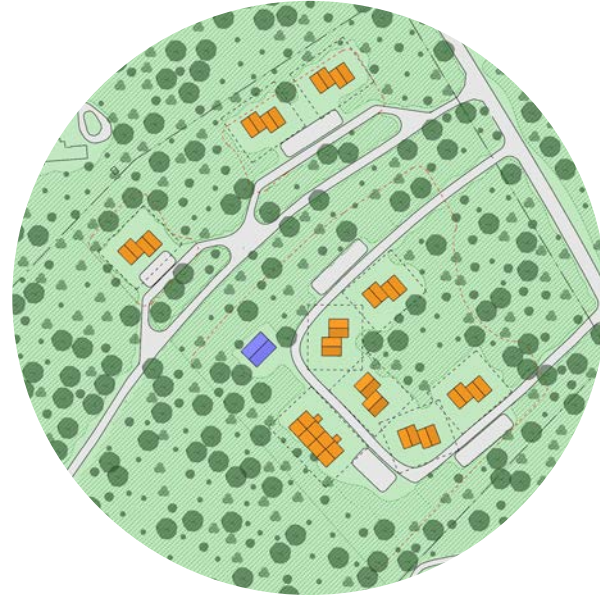


IYS Cabins, Long Island, NY



POND ILLUSTRATIVE HOUSING SCENARIOS

Town Homes



A low density configuration of town homes with group parking.



- NEW BUILD YEAR-ROUND**
- STUDIO
 - ONE BEDROOM
 - SINGLE-FAMILY
 - MULTI-UNIT
 - COMMUNAL AMENITIES

UNIT COUNT **44 UNITS**

BEDS **88 TOTAL BEDS**

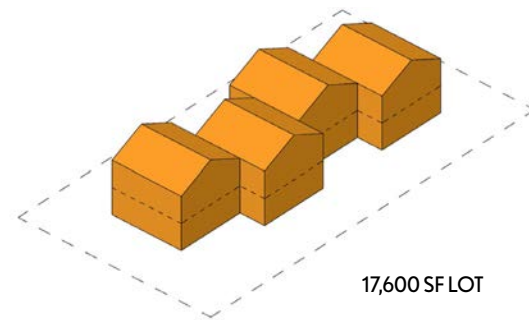
UNIT SIZE 1000 sf town homes

SHI **44 UNITS**

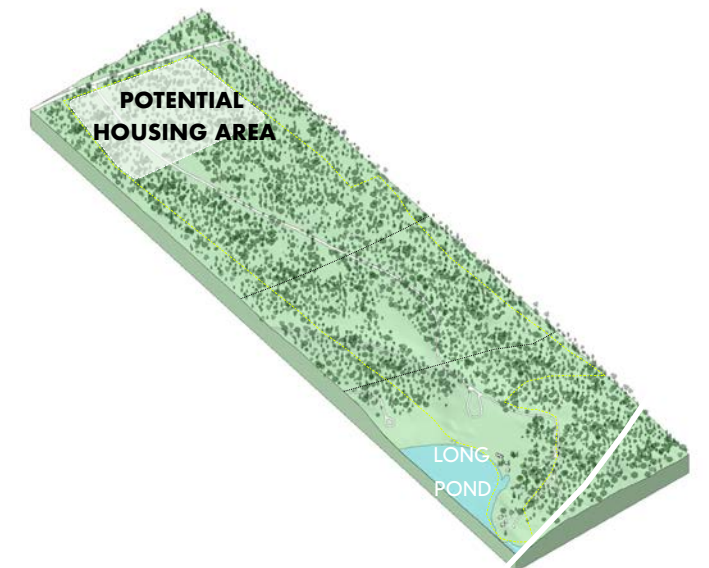
PARKING **66 GROUP**

PERCENT BUFFER ZONE **59%**

*of Housing Designated Area



Brewster Woods, Brewster, MA



POND ILLUSTRATIVE HOUSING SCENARIOS

Matrix



DETACHED SINGLE UNITS



DETACHED SINGLE UNITS



TOWN HOMES

UNIT COUNT

32 UNITS

48 UNITS

44 UNITS

BEDS

64 TOTAL BEDS

66 TOTAL BEDS

88 TOTAL BEDS

UNIT SIZE

1200 sf

450 sf studio, 700 sf one bedroom,
1200 sf detached single family

1000 sf town homes

SHI

32 UNITS

48 UNITS

44 UNITS

PARKING

32 TOTAL INDIVIDUAL

18 INDIVIDUAL, 45 GROUP

66 GROUP

**PERCENT
BUFFER ZONE**

52%

49%

59%

*of Housing
Designated Area

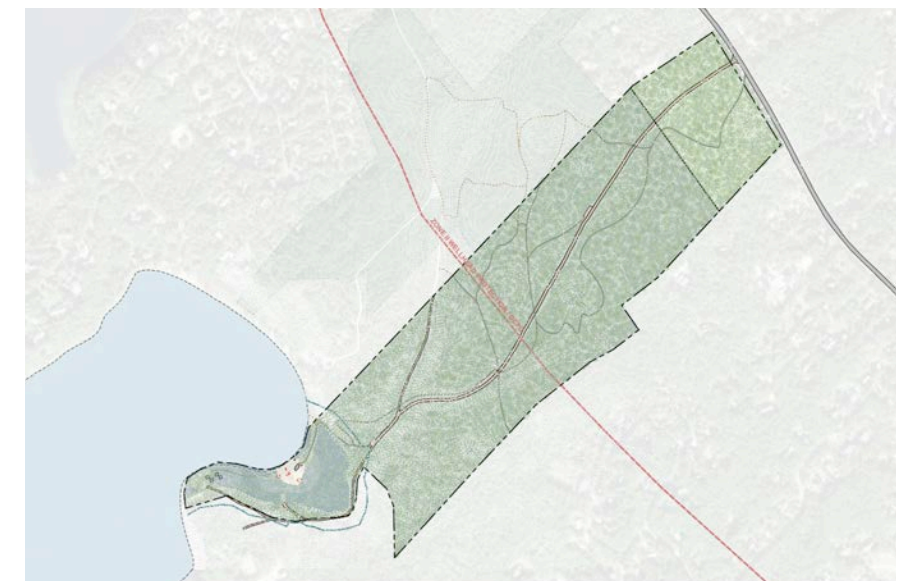
BREAKOUT ROOMS DISCUSSIONS (40 MINUTES)

- You will be randomly assigned to a Breakout Room
- Each room will include a Facilitator from the Town Staff and a member of the Design Team
- Raise your Zoom hand if you have a comment and the facilitator will call on you
- Please keep yourself on mute when you are not speaking
- Use the chat to add comments!
- After 40 minutes you will be sent back to our main room for closing remarks

**Have project-related feedback?
Send your thoughts to the Design Team!**

BrewsterSeaCamps@gmail.com

The comment period will be open through December 10th.



NEXT STEPS



- Continue to refine comprehensive plans based on community feedback
- Share refined comprehensive plans at final forum in early 2024
- Outline options for project financing and determine phased approach to project implementation

HOW TO STAY UP TO DATE WITH OUR PLANNING

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

Future Forum

February 2024, stay tuned for the date!

Town Meeting Vote

May 2024

**Have project-related feedback?
Send your thoughts to the Design Team!**

BrewsterSeaCamps@gmail.com

The comment period will be open through December 10th.

Thank you!

Town of Brewster

BREWSTER, MASSACHUSETTS 02631-1898

(508) 896-3701
FAX (508) 896-8089

OFFICE OF:
SELECT BOARD
TOWN MANAGER

.22 Caliber Shooting Range Remediation

Minutes

November 29, 2023 11am

1- Costello Dismantling Co.
15 Cranberry Highway, Unit #1
West Wareham MA 02576

\$ 393,000⁻

REAP - ✓ Non Collusion - ✓
Bid Bond-✓OSHA- ✓
Addenda ✓

2- Brighter Horizons Env. Corp.
201 West Main St.
Ayer MA 01432

\$ 348,900⁻

REAP - ✓ Non Collusion - ✓
Bid Bond-✓OSHA- ✓
Addenda ✓

3- R. Mullen & Assoc.
190 Old Derby St.
Hingham MA 02043

\$ 385,662⁻

REAP - X Non Collusion - X
Bid Bond-✓OSHA- X
Addenda ✓

4- Cape Cod Builders Inc.
14 Bosun Lane
Bourne MA 02532

\$ 380,000⁻

REAP - ✓ Non Collusion - ✓
Bid Bond-✓OSHA- ✓
Addenda ✓

5- Dig It Construction LLC
PO BOX 268
South Dennis MA 02660

\$ 368,175⁻

REAP - ✓ Non Collusion - ✓
Bid Bond-✓OSHA- ✓
Addenda ✓

6-NRC East
6 Shire Drive
Norfolk MA 02056

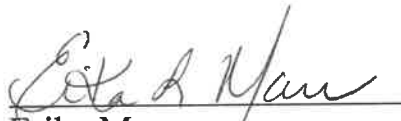
\$ 334,605⁻

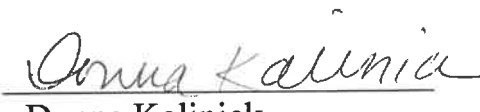
REAP - ✓ Non Collusion - ✓
Bid Bond-✓OSHA- ✓
Addenda X

7-Speakman Excavating
235 Great Western Rd
South Dennis MA 02660

\$ 369,900⁻

REAP - ✓ Non Collusion - ✓
Bid Bond-✓OSHA- ✓
Addenda ✓


Erika Mawn
Executive Assistant


Donna Kalinick
Procurement Officer

Signed under pain of penalty for perjury that the above is true and accurate opening.

Present:

Angel Dig IT
Franklin

Mary Ellen
Roberts

Speakman

Rich Radulski R Mullen

Megan Aldrich
NRC

Clifford

Bright
Monitors

"ATTACHMENT C"

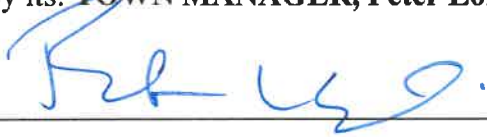
NOTICE TO PROCEED

To: Brighter Horizons Environmental
Date: December 5, 2023

You are hereby notified to commence Work in accordance with the Agreement dated December 4, 2023 on or before January 2, 2024 and you are to complete the Work within 60 consecutive calendar days using no more than working days. The date of Completion of all Work is therefore March 2, 2024 unless extended in writing.

Owner: **TOWN OF BREWSTER**
2198 Main Street
Brewster, MA 02631

By its: **TOWN MANAGER, Peter Lombardi**



Acceptance of Notice to Proceed:

Receipt of the above Notice to Proceed is hereby acknowledged by _____
_____, this _____ day of _____, _____

By: _____
(Authorized Signature)

Title: _____

Archived: Friday, January 5, 2024 4:03:31 PM
From: Elton Cutler
Sent: Wed, 6 Dec 2023 17:35:46 +0000Authentication
To: Peter Lombardi
Cc: Amanda Bebrin
Subject: FW: COA - 50th Anniversary
Sensitivity: Normal

Hi Peter,

Yes - I sent a request on 12/4 to BPPC email (see below), after asking Amanda of what she felt they needed to get it on their agenda, I believe she said, it will be on January's meeting agenda.
Let me know if I need to do something else.
Thank you,
E

From: Elton Cutler
Sent: Monday, December 4, 2023 10:40 AM
To: bppc <bppc@brewster-ma.gov>
Subject: COA - 50th Anniversary

Dear BPPC Board Members,

The Brewster COA will be turning 50 years old on June 10, 2024

We are planning a Town-Wide 50th Celebration (1974 – 2024).

At this time, we are requesting to have the celebration on the Bay Property (Sea Camps).

On Saturday, June 8th from 10:00 AM to 2:00 PM

Parking – lower/front field for parking area

Tent – upper field next to Admin. Building (50' x 140' tent)

The Brewster Historical Society would like to use the Arts Center Building to display over 400 slide images of Brewster's past. We will also be displaying a living legacy of Brewster Elders under the tent.

Music-Food-Fun- and Games on the grass with the Recreation Department.

This is an age-friendly event, and all Brewster Residents are welcome to attend.

We are not sure of attendance numbers possibly 150 to 300 folks to attend this event.

Thank you,
Elton



Elton R. Cutler, Director
Brewster Council on Aging
1673 Main Street | Brewster, MA 02631
508-896-2737 | ecutler@brewster-ma.gov

"Life is simply better when there's community!"

This electronic message is confidential and intended for the named recipient(s) only. If you received this message in error, please contact the sender and delete the copy you received. When responding, please be advised that the Office of the Secretary of State has determined that e-mail is a public record. Thank you.



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: November 14, 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 David Whitney, Karl Fryzel, Katie Jacobus, Caroline McCarley, Thomas Wingard, Patricia Hughes, Peter Johnson, John Phillips (remote), Clare O'Connor-Rice; Liaisons/Representatives: Jan Crocker, Bill Meehan, Kathleen Walker, Sharon Tennstedt, Gary Christen; Town Staff: Mike Gradone (Recreation Department Director), Griffin Ryder (DPW Director); Reed Hilderbrand Consultants: Elizabeth Randall, Madeleine Aronson

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

Amanda Bebrin called the meeting to order at 4:00 pm. Ms. Bebrin 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 and Discuss Updated Plans, Pricing and Forum #3 – Reed Hilderbrand

Elizabeth Randall shared an update on the current plans that the Town and Reed Hilderbrand are planning on sharing at the next community forum. Ms. Randall shared her screen and identified the current phase of the process – comprehensive planning. The agenda for the third community forum was then reviewed – an 8-minute orientation, 40 minutes discussing the bay property, 5 minutes on partnerships, 30 minutes discussing the pond property, and then 30 minutes of breakout room discussions. Conclusions and next steps will form the final 5-minute portion of the forum.

Selectperson Chaffee said that the work of Reed Hilderbrand continues to be impressive and of a high level. Selectperson Chaffee expressed concerns with the design structure and purpose – breakout rooms should not be done because residents who simply want to watch cannot, in addition to the fact that there is an increased risk of technical difficulties. Selectperson Chaffee said that a Q&A session might be more appropriate. Town Manager Peter Lombardi responded that there is a lot of information to convey to residents, and it is important for them to have an opportunity for discussion, particularly given the number of people who are expected to attend. Mr. Lombardi added that the individual breakout sessions will all be recorded.



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Karl Fryzel asked if it would make any sense to have some period of Q&A prior to the breakout sessions. Mr. Lombardi responded that logistically this might be challenging given the large number of attendees. Ms. Randall agreed that this would be too unwieldy.

Ms. Randall said that the presentation of the plan will be explained within the context of where the last forum finished. It will show the framework for the individual neighborhoods. Building reuse will also be discussed – the fact that only a limited number of buildings are viable for reuse. Parking and circulation will also be discussed, in addition to pricing. Mr. Lombardi briefly outlined a number of parts of the plans that have been adjusted since the last version that was shown to the committee.

Peter Johnson said he was pleased to see how the plan was evolving, with the exception of the community garden, which he felt should be removed from the plans – he does not feel as though this is an appropriate location for a new community garden, which the Town needs. Pat Hughes asked if the pollinator garden reduces the ability for vehicles to park on the grass. Ms. Aronson responded that there are 120 spots of overflow parking currently in the plans – if the Town needs to mow the meadow to create more parking for a major event, then this can be done. Clare O'Connor-Rice said that the question of mowing a pollinator garden would put the Town in an awkward position, and she also believes that the bay property is not an appropriate location for a community garden.

Selectperson Chaffee said that the use of the word “private entrance” on the plans should be changed. In terms of the overall plan, she is opposed to locating a community garden in this area. Selectperson Chaffee said that there is no obvious demand from the public for such an amenity. Community gardens are functional and messy, and they are not a good fit for the Sea Camps. Furthermore, she mentioned that the tennis courts should be considered a *possible* amenity to be phased in at some point, if indeed they should even be at that location.

Mr. Fryzel asked to hear from the consultants on the community gardens, in light of the opposition from some committee members. Ms. Aronson responded that among the guiding principles were strong support for demonstrating sustainability and restoration of ecological function. The current large expanse of lawn serves no ecological function, and both a pollinator meadow and community gardens would increase the health and habitat of the area. Both have the potential to be aesthetically attractive. Community gardens also provide an activity for all ages. It is important to remember that these are general concepts and not final. In terms of tennis, the proposed location makes sense – it is close to existing parking on a flat space in a clearing that would require minimum grading. Mr. Fryzel noted that he would like it emphasized during the forum the different amenities that would be available to residents in a community center as opposed to a community campus.

Katie Jacobus asked if some portion of the arrival fields could be landscaped to continue to facilitate hosting large events. Ms. Jacobus also noted she was concerned that the community gardens would have an exclusive use by the people the lots are assigned to, which is in contrast to the inclusive nature of the rest of



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the property. Caroline McCarley said that the introduction of tennis courts on the bay property seems reasonable if the plan is for additional pickleball courts at the Stony Brook location.

Ms. O'Connor-Rice said that the gate currently at the entrance might need to be moved in order to allow residents from other Towns to access certain areas of the property. Mr. Lombardi said that there needs to be a conversation about the future of the gate and the gatehouse at the property. The committee needs to make this decision about this before the fourth forum.

Janet Crocker said that young people are interested in pollinator gardens and the holistic uses of land. It will be important to get more opinions from younger people about the future use of the property. Ms. Crocker also said that it is important to remember that the lawn on the property has not always been a lawn. Selectperson Chaffee said that the current lawn is not manicured, but is a tough and functional Cape Cod lawn. It currently provides a lot of use flexibility, and with the likely future construction of a community center, the ability to accommodate additional parking on the property will be very important.

Ms. Jacobus asked Mr. Gradone to provide his analysis of the current demand for tennis in Brewster, both in terms of adults and youth programming. Mr. Gradone responded that there are roughly 50 people in the senior tennis group, who fill 3-4 courts during their playing slot times. Other than that, the courts are generally not full. The Town also runs in-house programs and works with USTA to run some programming in the spring. Mr. Lombardi added that the Recreation Department will likely be based out of the bay property in the future, due to the amenities that currently exist there.

Mr. Fryzel said it was important to focus on the desired amenities on the property, and not to fixate on their location. Mr. Lombardi and Ms. Randall responded that there is a rationale behind where these amenities are located on the current plans, and swapping their locations is not particularly straightforward at this point.

Ms. Randall displayed the preliminary draft pricing for the current plans. The total cost is \$34,204,000 before markups, and \$53,000,000 after markups – this pricing includes a community center. Ms. Randall then displayed the preliminary draft pricing of a community campus instead of a community center, which is \$16,914,000 before markups. Mr. Lombardi added that this scenario would not be able to facilitate the same kinds of activities as a community center.

Thomas Wingard noted that there are a lot of variables in terms of septic and water, and it is important to include a number for this at the next forum. Mr. Lombardi responded that this estimated number will be shared at the next forum. Ms. McCarley noted her surprise that the figure provided for renovation costs was not larger given that it includes the administration building. Selectperson Chaffee asked if the pricing listed for the new nature center has been discussed with Mass Audubon. Mr. Lombardi responded that this information has been shared with Mass Audubon.



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Selectperson Chaffee again raised her concern with the inclusion of the community gardens on the plans – she does not believe that there is adequate justification for moving forward with this proposed amenity on the plans. Selectperson Chaffee moved to remove the community gardens from the proposed design to be presented at the next forum. Pat Hughes seconded the motion for discussion. Ms. Bebrin said that she believes there are specific audiences for everything that is on the plan, and she is concerned that removing the gardens because there is a specific set of people who will be using it could potentially lead to other uses being removed from the plans, such as housing. Mr. Fryzel asked if it was the case that the assignment of these community garden spots is set forever, or if it will rotate. Mr. Lombardi responded that this has not yet been decided. Mr. Johnson said that there should be a community garden in town, and that voting to remove community gardens from these plans does not mean that there will not be a new community garden created in another location. A roll call vote was taken. Clare O'Connor-Rice – yes, Selectperson Whitney – no, Pat Hughes – no, Karl Fryzel – no, Caroline McCarley – no, Katie Jacobus – no, Thomas Wingard – yes, Amanda Bebrin – no, John Phillips – yes, Peter Johnson – yes, Mary Chaffee - yes. The motion failed.

Ms. Jacobus said that she felt the number of buildings to be renovated (32), seems a little high in the context of re-use potential. Ms. Randall responded that there was a little discrepancy in terms of the numbers, but this will be straightened out. Ms. Jacobus also said it was important to explain the proposed size of the community center relative to the site and the Harwich Community Center. Mr. Fryzel stated that the cost of renovating the administration building should be separated from the other buildings at the next forum.

Ms. Bebrin thanked Ms. Randall and her Reed Hilderbrand colleagues for their work on these materials.

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

Ms. O'Connor-Rice noted that, last year, a wreath decorating event was held by the Cultural Council in partnership with the Recreation Department. This year, it is planned to take place on Sunday December 3 at the Arts Center on the Bay Property from 1pm-4pm.

Ms. Hughes moved to approve holiday wreath decorating at the Arts Center on Sunday December 3 from 1pm-4pm. Ms. 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, Mary Chaffee - yes.

Vote on Meeting Minutes: October 17, 2023

Ms. O'Connor-Rice moved to approve the meeting minutes from October 17, 2023. 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, Mary Chaffee - yes.

Discuss Future Meeting Agenda Items

Mr. Fryzel asked when the committee would meet to discuss the results of the upcoming forum. Mr. Lombardi responded that the committee would meet on Tuesday, January 9 to discuss this. The meeting on



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December 18 will concern the community pool. Thursday, February 8 is tentatively penciled in for the final community forum.

Next Meetings

December 18, 2023 (Joint with Select Board and Recreation Commission).

Matters Not Reasonably Anticipated by the Chair:

None

FYIs

Mr. Gradone thanked committee members for approving the activities that took place at the bay property over the fall – Run Club and Outdoor Club were huge successes. Also, Mr. Gradone attended the last Bikeways Committee meeting, and he expects they will come before the committee at some point to request approval to hold Bikefest on the bay property.

Bill Meehan said that he has not been receiving packet materials, and asked if this could be rectified so he could share the materials with the Finance Committee. Mr. Lombardi said he would look into this.

Adjournment

Mr. Fryzel moved to adjourn at 5.37 pm. Ms. 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, Mary Chaffee – yes.

Respectfully submitted by Conor Kenny, Project Manager

Approved: _____ Signed: _____

Accompanying Documents in Packet: Agenda, Presentation Slides, Drummer Boy Comparison, Flyer Community Forum 3, Board Community Forum 3, Community Forum 3 Assignments, Wreath Making, 10.17.23 Minutes Draft, PPMC Meeting Slides



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MINUTES OF THE BAY PROPERTY PLANNING COMMITTEE MEETING (JOINT WITH SELECT BOARD)

DATE: December 18, 2023

TIME: 5:30 PM

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

PARTICIPANTS: Selectperson Chaffee, Selectperson Hoffmann, Selectperson Whitney, Selectperson Bingham, Town Manager Peter Lombardi, Mike Gradone (Recreation Director), Bay Property Planning Committee and Recreation Commission Members: Amanda Bebrin, Katie Jacobus, Kary Fryzel, Caroline McCarley, Tom Wingard, Roland Bassett

Call to Order, Declaration of a Quorum

Bay Property Planning Committee Chair Amanda Bebrin called the meeting to order at 6:25pm, declared a quorum and completed a roll call.

Debrief on Summer 2023 Brewster Community Pool & Discuss Recommendations for Summer 2024- Joint Meeting with Bay Property Planning Committee & Recreation Commission (Select Board FY24-25 Strategic Plan Goal SC-1)

Mr. Lombardi stated that the Town set realistic expectations on opening a community pool and tried our best to keep things simple in the first year to be able to build on success. Throughout the season we gathered data and acknowledged the complications and constraints that the Town was faced with. The Town had a fantastic season with great programming for our residents. Previously data was shared about year one, looking at lessons learned and receiving feedback for improvements.

Recreation Director, Mike Gradone provided a recap of the 2023 Season and provided the following recommendations for 2024:

- Pool Opening and Closing dates: June 15, 2024 – August 18, 2024 (extending the season by at least one week). The Town is unable to keep the season longer due to staffing constraints as most lifeguards leave in mid-August.
- Hours of Operation: 7 days a week from 6am – 6pm (continue with closure on Wednesday mornings for chlorine treatment).
- New offer of private pool rentals on Friday and Saturday evenings from 6pm – 8pm.
- Eligibility to continue for Brewster residents only and include:
 - Allow non-resident Town/School employees to purchase passes (similar benefit currently in place for beach, shellfish, and Recycling center permits)
- Programing will be similar to the 2023 season, with the following additions:
 - Start lap swim one hour earlier
 - Expand swim lesson classes and options to almost double for 2024 and remove pool membership requirement for swim lesson participants
 - Add more water aerobics classes



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Mr. Lombardi reviewed that Town Meeting last fall approved a new revolving fund to manage pool revenues and expenses with \$200K for startup costs and \$250K for the pool parking lot. The 2023 expenses included:

- Estimated operating expenses was \$125K, actual operating expenses was \$100,676 (does not include gatekeepers who have been funded through American Rescue Plan Act funds which will not continue forever and will eventually come online).
- A part-time administrative assistant was hired at the Recreation Department, the peak season costs are incorporated in the actual expenses. Ultimately will be a cost that the Town will have to account for.
- Year 1 start-up expenses were estimated at \$75K, actual expenses were \$69,351.
- Balance of \$29,972 in start-up funds which has now been allocated to cover offseason capital.
- Of the \$250K for the parking lot project, less than \$70K was used due to Department of Public Works in house services, \$150K of the funds have been reappropriated to the Millstone Road Improvement project. We have a balance of \$32,258.

Mr. Lombardi then reviewed the 2023 pool revenues which came in at a little over \$113K in total revenues, with the largest percentage of pool memberships purchased were family memberships. The remainder were evenly split over the other four categories (individuals, individuals +1, seniors, and seniors +1). We sold over 350 guest passes, we originally worried about hitting the 100-swimmer threshold, but quickly realized we would have capacity to allow for more guests. We allowed residents to purchase up to 20 guest passes and didn't run into any issues. The Town held four drop-in days, these were not as well attended as anticipated, as we sold about 180 passes. The Town will have a little over \$100K in the pool revolving fund for next year. Mr. Lombardi stated that for the 2024 season, the Town recommends keeping the same fee structure and increasing the maximum number of guests passes to 25 per membership. Registration for next year will be through the MyRec online platform managed by the Recreation Department. We suggest a \$250 fee for private pool rentals for a two-hour period.

In closing Mr. Lombardi thanked those involved in making the 2023 season a success, the Town received consistent positive feedback from residents about the facility, programs, and staff.

Members of the Bay Property Planning Committee had the opportunity to share their feedback:

- Member Fryzel inquired about private party rentals and the limitations and responsibilities. Mr. Gradone responded that the details are still being worked out, but the fee will cover the operating expenses.
- Member Jacobus is in favor of rentals for potential revenue and asked about lifeguard training if that would also bring in additional revenue. Mr. Gradone shared that eventually there could be a regional program that might bring in revenue from other Towns, but as of now the training is for Brewster staff.



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Recreation Commission member Chris Ellis asked to consider early morning open swim time for families with young children who are up early, and member Enochty asked to consider swim lessons for children with special needs.

Adjournment

Bay Property Planning Committee member Fryzel motioned to adjourn; member Jacobus seconded the motion. A roll call vote was taken. Member Jacobus- yes, member Fryzel- yes, member Chaffee-yes, member Whitney-yes, member McCarley-yes, member O’Conor Rice-yes, Wingard-yes, Chair Bebrin-yes. The vote was 8-Yes, 0-No.

Respectfully submitted by Conor Kenny, Project Manager

Approved: _____ Signed: _____

Accompanying Documents in Packet: Agenda, Brewster Community Pool Information