

# Town of Brewster

## Pond Planning Property Committee

2198 Main St., Brewster, MA 02631  
(508) 896-3701

### POND PROPERTY PLANNING COMMITTEE MEETING AGENDA

2198 Main Street

March 6, 2024 at 4PM

#### Pond Property Planning Committee

Doug Wilcock  
Chair- At Large

Cynthia Baran  
Vice Chair-Water  
Commissioners

Kari Hoffmann  
Select Board

Cynthia Bingham  
Select Board

Steve Ferris  
At Large

Jan Crocker  
At Large

Katie Gregoire  
At Large

Elizabeth Taylor  
Open Space  
Committee

Tim Hackert  
Housing Trust

Chris Ellis  
Recreation  
Commission

Chris Williams  
Natural Resources  
Commission

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/89802325739?pwd=Y3dETmUvWHdoTIB0dklOaVIEekdxQT09>

Passcode: 467353

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

To request to speak: Tap Zoom "Raise Hand", then wait to be recognized.

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

Please note that the Pond Property Planning 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 Pond Property Planning Committee on matters not on the meeting's agenda for a maximum of 3-5 minutes at the Chair's discretion. The Pond Property Planning Committee will not reply to statements made or answer questions raised during public comment but may add items presented to a future agenda.
6. Interim Parking Plan and Request for Determination of Applicability(RDA) filing with Cons Com-Griffin Ryder/Chris Miller
7. Discussion about Portajohns for the summer season
8. Follow-up on February 15 Community Forum
9. Correspondences received from residents after forum
10. Discuss Committee Activities in Advance of Town Meeting
11. Short Term Uses of Property Updates
  - a. Town plans for spring tour days- April 6 and 10<sup>th</sup>
12. Town meeting articles presentation: Select Board discussion 2/26
13. FYIs
14. Approval of Minutes from February 7, 2024
15. Matters Not Reasonably Anticipated by the Chair
16. Questions from the Media
17. Next Meetings: March 20, April 3 and 17, 2024 at 4pm
18. Adjournment

Date Posted:  
03/01/2024

Date Revised:

Received by Town Clerk:



Town of Brewster  
Code Chapter 272  
Stormwater Management Permit  
Application Form

**FOR TOWN OFFICIAL USE ONLY**

TOWN CLERK RECEIVED:

SWM PERMIT NUMBER ASSIGNED:

1. Project Location:

500 W.H. Besse Cartway

Street Address

Map 84 Parcel 45

Assessors Map and Parcel(s)

Bk. 34698 Pg. 91

Deed Reference

2. Applicant:

Town of Brewster (c/o Griffin Ryder, DPW Director)

Name

2198 Main Street, Brewster, MA 02631

Legal Mailing Address

508.896.3701

Phone Number

[gryder@brewster-ma.gov](mailto:gryder@brewster-ma.gov)

Email Address

3. Property Owner (if different than Applicant):

Name

Legal Mailing Address

Phone Number

Email Address

4. Professional Representative:

N/A

Name

Legal Mailing Address

Phone Number

Email Address


5. Type of Application (Check as applicable):

- Minor Stormwater Permit-** Any combination or series of construction or land disturbance activities that, over a two-year period, will result in a net increase in impervious area of 500 sq.ft. to 2,500 sq.ft. and/or will result in land disturbances of 10,000 sq.ft. to 20,000 sq.ft.
- Major Stormwater Permit-** Any alteration, disturbance, development, or redevelopment that does not meet the eligibility criteria for a Minor Stormwater Permit.
- SWM Permit Amendment-**  
List existing Stormwater Management permit number/ type \_\_\_\_\_.
- Stormwater Management Certificate of Compliance (SMCC) Request-**  
List relevant Stormwater Management permit number \_\_\_\_\_.

6. Brief Project Description, including any waiver requests:

See attached memorandum.

7. Signatures:

	2.6.2024
Applicant	Date
	2.6.2024
Property Owner (if different than Applicant)	Date
	Date
Professional Representative (as applicable)	Date

**NOTES:**

- *Please refer to Appendix B of the Stormwater Management Regulations for detailed application submittal and supporting material requirements for Minor and Major Stormwater Management Permits, respectively.*
- *The application fee schedule is contained in Appendix C of the Regulations.*
- *Certain activities are exempt from review and permitting (See §272-6 of the Stormwater Management Bylaw).*
- *If the project is located, in whole or part, within an area subject to state or local wetlands protection law, the review and permitting authority is the Brewster Conservation Commission/ Conservation Department.*
- *No permit review shall occur nor shall review periods commence until the application is deemed complete.*



## Town of Brewster

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

Office of:  
Department of Public Works

### MEMORANDUM

**TO:** Jon Idman, Town Planner  
**FROM:** Griffin Ryder, Department of Public Works Director  
**RE:** Former Cape Cod Sea Camps Pond Parcel – Proposed Parking Area  
Minor Stormwater Permit Submission  
**DATE:** February 6, 2024

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The Town of Brewster is proposing to construct a 5- car parking area along the Former Cape Cod Sea Camps Access Driveway off Long Pond Road (Route 137) to provide people with access to the property. The parking area will allow for people to park a vehicle and walk the property with access down to the Long Pond Northeastern Cove Beach.

The parking area is proposed to be constructed by carefully expanding a previously disturbed vehicle pull off area thereby minimizing the construction impacts and the increase in impervious area as defined by the Town's stormwater bylaw. The parking area will be constructed using a compacted dense graded crushed stone or recycled asphalt (T-base) material. The proposed parking area is wooded outside of the existing vehicle pull off area and is approximately 2,000 feet from Long Pond Road (Route 137) and approximately 1,150 feet from the northeastern cove of Long Pond. The closest wetland resource area (IVW: C1-C4 as shown on the LEC Environmental Consultants, Inc. Wetlands Map, attached) is approximately 300 feet from the proposed parking area. The Bordering Vegetated Wetland associated with the former cranberry bog adjacent to the beach area is approximately 1,000 feet from the propose parking area.

Existing drainage patterns are proposed to be maintained to the maximum practicable extent. The parking area is proposed to be constructed on an existing ridge with two proposed stormwater infiltration basins at the edge of the parking area on either side of the ridge. The stormwater basins will act as a pretreatment best management practice (BMP) prior to overflowing into existing natural vegetated areas where infiltration will occur. The pretreatment basins have been sized for the 1" water quality storm. In larger storm events, stormwater that flows into the stormwater basins will fill the basins and then overflow into the natural wooded areas to the north and the south. Utilizing the existing vegetated depressions and swales is a low impact development technique for stormwater that is very successful on the cape where we have soils conducive for

infiltration. The proposed project will disturb approximately 8,550 square feet of area, a good portion of which has already been disturbed with the existing vehicle pull off area. The existing vehicle pull off area is approximately 1,660 square feet of area that is considered impervious for the purposes of the Stormwater permit. The project will result in the creation of approximately 1,900 square feet of additional impervious area for a total of approximately 3,560 square feet of impervious area. The stormwater basins have been sized for the 1" water quality volume over the entire proposed impervious area. The proposed parking area is located outside of the Zone II wellhead protection area, however the 1" water quality volume was used with the consideration that the project is located within an area of rapid infiltration as defined by the Mass Stormwater Handbook. All disturbed areas outside of the parking lot will be restored with loam and seed.

The stormwater basins will be inspected following larger storm events and cleaned out and maintained as needed. As the future development plans for the Long Pond Parcel advance it is anticipated that a comprehensive stormwater management operation and maintenance plan will be developed to cover the whole property.

The attached site plan and impervious and water quality volume back up calculations are attached and included with this minor stormwater permit submission.

# TOWN OF BREWSTER



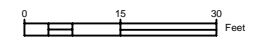
APPROXIMATE LIMIT OF DISTURBANCE  
TOTAL AREA = 8,550 SF

STORMWATER INFILTRATION  
BASIN/TRENCH WITH STONE  
PRETREATMENT STRIP  
APPROX 230 CF VOLUME  
1-FOOT DEPTH

EDGE OF EXISTING  
PARKING/PULL OFF  
AREA (TYP.)

STORMWATER INFILTRATION  
BASIN WITH STONE  
PRETREATMENT STRIP  
APPROX 185 CF VOLUME  
1-FOOT DEPTH

2021 AERIAL ORTHOPHOTO ACQUIRED FROM THE  
OFFICE OF GEOGRAPHIC INFORMATION (MassGIS)  
WEBSITE.



NO.	BY	DATE	DESCRIPTION

PROJECT: Pond Parcel Parking Plan  
 FILE NAME: Long Pond Parking\_PR\_opt2.dwg  
 DATE: 02.05.2024  
 DESIGNED BY: GJR  
 APPROVED BY:



SCALE 1" = 30'

SHEET C-1

**Long Pond Parking "Impervious" Calculations**

<b>Area ID #</b>	<b>"Impervious" Area Added</b>	<b>"Impervious" Area Removed</b>
1		209
2	29	
3		34
4	1420	
5	693	
<b>Sum</b>	<b>2142</b>	<b>243</b>
<b>Net "Impervious" Area Added</b>		<b><u>1899</u></b>

## Water Quality Volume Calculations

Southern Parking Area	1660 square feet
Water Quality Volume Required (1")	138.3 cubic feet
Water Quality Volume Provided	185 cubic feet

Northern Parking Area	1900 square feet
Water Quality Volume Required (1")	158.3 cubic feet
Water Quality Volume Provided	233 cubic feet





TOWN OF BREWSTER  
NATURAL RESOURCES DEPARTMENT

1657 MAIN STREET  
BREWSTER, MA 02631  
PHONE: (508) 896-4546  
FAX: (508) 896-8089

[CONSERVATION@BREWSTER-MA.GOV](mailto:CONSERVATION@BREWSTER-MA.GOV)

OFFICE OF  
CONSERVATION COMMISSION

## **Brewster Wetlands Protection By-law REQUEST FOR DETERMINATION OF APPLICABILITY (RDA)**

The state form, "Request for Determination of Applicability" is available online at:

<http://www.mass.gov/eea/agencies/massdep/service/approvals/wpa-form-1.html>

If you would like a print copy of the form, please telephone the Conservation Commission at (508) 896-4546.

Brewster Wetlands Protection By-law Section - Please complete each applicable form in this package along with the above referenced state form application. Submit all completed forms, materials, plans, and a check, made payable to the Town of Brewster, to the Conservation Department so that your filing, under the MA Wetlands Protection Act and the Brewster Wetlands Protection By-law, will be complete.

Contents: Brewster Wetlands Protection By-law Request for Determination of Applicability (RDA)

1. Policy for Plans used for Wetlands Permitting
2. RDA Filing Checklist
3. Brewster Wetlands Protection By-law Notice to Abutters
4. Site Access Authorization Form



TOWN OF BREWSTER  
NATURAL RESOURCES DEPARTMENT  
1657 MAIN STREET  
BREWSTER, MA 02631  
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[CONSERVATION@BREWSTER-MA.GOV](mailto:CONSERVATION@BREWSTER-MA.GOV)

OFFICE OF  
CONSERVATION COMMISSION

## Policy for Plans Used for Wetlands Permitting

Adopted 11/26/02, Amended 7/6/11

Plans shall be submitted at a scale of 1 inch equals 20 feet, unless prior approval is given by the Conservation Commission and/or the Conservation Administrator. Plans shall provide a proper and clear identification of resources and any details necessary to adequately describe the proposed activity.

The Following plans shall be submitted with the proper certifications as listed below:

### Construction Documents:

Engineering Design	Professional Engineer (PE)
Site Plans including all new home construction	PE and Professional Land Surveyor (PLS)
Plot Plans with no engineering	PLS
Subsurface Sewer Design over 2000 gpd	PE
Subsurface Sewer Design under 2000 gpd	PE or Registered Sanitarian
Docks, Stairways, or retaining walls over 3 feet in height	PE
Landscape / Planting Plans	Conservation Commission Discretion



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OFFICE OF  
CONSERVATION COMMISSION

## Request for Determination of Applicability Filing Checklist

Before you submit your Request for Determination of Applicability to the Conservation Commission and other applicable agencies, please complete and sign this checklist, showing that you understand and have completed all of the forms and procedures required for a Request for Determination of Applicability filing. The Conservation Commission will not open the hearing if the filing is not complete.

The Conservation Commission requires **one (1) complete electronic copy and three (3) complete paper copies of the Request for Determination and attached plan(s)** for each filing. Include each item of the application, with pages numbered consecutively and in the order designated on this checklist. Staple these pages together, and attach the plan(s) with a paper clip. Collectively, each item of the application and the plan(s) represent one complete copy. In addition, the Conservation Commission members require a copy of the plan(s) and a copy of the narrative/variance request rather than full copies of the Request for Determination of Applicability. **Please include ten (10) copies of the plan(s) with a copy of the narrative/variance request stapled to each.**

Unless a digital application was submitted to the Massachusetts Department of Environmental Protection, one complete paper copy of the NOI should be sent by US Certified, Return Receipt Mail, to the DEP Southeast Regional Office, 20 Riverside Drive, Lakeville, MA, 02347. Submit the Certified Receipt Postal Service Form 3800 to the Conservation Commission.

**Submit only ONE copy of this checklist.**

### Components of the Application

1. Obtain a certified abutters' list from the Brewster Assessors' Office and a photocopy of the appropriate section of the Town of Brewster Assessors' map, showing the property of the project and all abutting properties required for a legal wetland filing under the BWP By-law. This list will provide the names of all direct abutters to the property (first abutters), all that abut the first abutters (second abutters) if they are within 300 feet of the lot lines of the property, and lot(s) directly across the street from your lot. The street is the first abutter and lots directly across, second abutters.

If abutters are in another town, obtain a certified list of the abutters from the assessors' office in that town, and submit it and the appropriate assessors' map in the application also.

Submit the certified abutters' list and the Assessors' map, as part of the application

2. Notify all abutters on the list of your proposed project on the RDA "Notice to Abutters" form letter, by Certified, Return Receipt mail or hand delivery **before or on the day of filing, and submit the Certified Mail receipts (Form 3800) as part of the filing.** Submit the US Postal Service Form 3811 at the hearing.

- 3. Complete and include the state RDA application (WPA Form 1).
- 4. If applicable, include DEP Appendix G. Field Data Forms for bordering vegetated wetlands. Submit one form for each area tested; one form for the wetland area and one for the upland.
- 5. Include a photocopy of an 8" by 10" section of the appropriate United States Geological Survey (USGS) Quadrangle Map clearly showing the location of the project.
- 6. Include a clear narrative, describing all aspects of the project.
- 7. Include a professional site plan in accordance with the enclosed Brewster Conservation Commission "Policy for Plans Used for Wetland Permitting". **Designate buffer zones and wetlands in color (blue line = 100 feet, red line = 50 feet, green line = wetland).**
- 8. Include a copy of the RDA "Notice to Abutters" form letter.
- 9. If the lot is an undeveloped, secluded, or otherwise unidentifiable area, identify the lot on the plan by the number of the nearest telephone pole or the nearest road intersection. If there is no pole on the lot, describe the lot's proximity to the nearest; for example, "The lot is twelve feet east of telephone pole no.167".
- 10. The town filing fee for a Request for Determination of Applicability is \$75.00, with an advertising fee of \$15.00 and a \$20.00 fee for processing and mailing. Include this as one check for \$110.00 payable to the Town of Brewster, with the application. The state does not assess a fee for an RDA.
- 11. Fold each plan separately, right side out with the title visible, and paper clip it to each copy of the application.
- 12. Include a signed Site Access Authorization Form.
- 13. Properly stake and flag the project site to identify all portions of the project, prior to the day of filing.
  - Clearly stake all boundaries and limits of work.
  - Clearly identify all stakes and flags in the field, showing the 100 foot and 50 foot buffer zones and wetland areas.
  - Designate each wetland type on the flag as "BVW" (bordering vegetated wetland), "TOB" (top of bank), "LSF" (land subject to flooding), etc.
 Department staff and Conservation Commissioners will inspect the site.

Unless a holiday interferes, the filing deadline for applications is noon on the Thursday at least ten (10) business days before the hearing. The hearing must be advertised in a local newspaper (at the time, the Cape Codder newspaper) no less than five business days before a hearing.

I, \_\_\_\_\_, confirm that this application is complete. Environmental consultant/engineer/surveyor/applicant

**Massachusetts Department of Environmental Protection**  
Bureau of Resource Protection - Wetlands  
Massachusetts Wetlands Protection Act (M.G.L. C.131 S. 40)

**Brewster Conservation Commission**  
Brewster Wetlands Protection By-law Chapter 172

**Notice to Abutters**

Date: February 7, 2024

To: Abutters of property located at: 500 W.H. Besse Cartway

Assessors' Map 84, Parcel 45, Formerly Map \_\_\_\_\_, Parcel \_\_\_\_\_

From: Town of Brewster, Applicant

Owner of Property: Town of Brewster

In accordance with the requirements of G.L. c. 131, §40, Massachusetts Wetlands Protection Act and Section 5, the Town of Brewster Wetlands Protection By-law, this is notification to you that a filing has been submitted to the Brewster Conservation Commission on behalf of the applicant for a proposed project at the above captioned location.

The Project includes the following:

Confirmation of the wetland resource field delineations and buffer zones as shown on the Wetlands Map, prepared by LEC Environmental Consultants and dated February 5, 2024. After the fact filing to allow for periodic maintenance of WH Besse Cartway within the resource buffer zones as shown on the Wetlands Map. Periodic maintenance (mowing and general clean up) and access within the highlighted grassed areas depicting on the Wetlands Map. The access will allow for emergency vehicles to access the site as well as DPW for general maintenance or post-storm clean-up. See the memo accompanying the RDA filing for additional information.

The proposed work will occur within 0 feet of:

- Inland Wetlands
- Coastal Wetlands
  
- The project will occur within an Inland Wetland.
- The project will occur within a Coastal Wetland.

The information and plans for the project may be reviewed between 8:30 AM and 4:00 PM, Tuesday through Thursday, at the Conservation Department, Brewster Town Offices, 1657 Main Street. Electronic copies may be requested as an alternative.

A public hearing will be held Tuesday, February 27, 2024.  
Until further notice, due to the Covid pandemic, meetings will be held by remote participation.  
Hearings begin at 6:00 PM. The hearing notice will be publicized in the Cape Codder Newspaper no less than five (5) days prior to the hearing. If you have any questions, please call the Brewster Conservation Department at 896-4546, between the hours of 8:30 AM and 4:00 PM.

Sincerely,



\_\_\_\_\_  
Representative for Applicant



# TOWN OF BREWSTER

## CONSERVATION COMMISSION

### SITE ACCESS AUTHORIZATION FORM

Date: February 7, 2024

Project: Long Pond Parcel Periodic Maintenance

Location: 500 W.H. Besse Cartway

Property Owner: Town of Brewster

I (we) hereby authorize the individual members of the Brewster Conservation Commission and its agents to enter upon the referenced property for the purpose of gathering information regarding the application filed with the Commission pursuant to the Wetlands Protection Act (M.G.L. Ch 131, s. 40) and/or the Brewster Wetlands Protection Bylaw (Chapter 172).

Additionally, if a permit is issued for the project, I (we) grant permission for Commission members and the Commission's agents to enter the above referenced property for the purpose of inspecting for compliance with the permit. This site access authorization is valid until a Statement of Compliance is issued by the Conservation Commission.

Authorized Signature:  Date: February 7, 2024

Please Print Name: Peter Lombardi

If other than owner, please state whether tenant, agent, or other: Town Manager

Mailing Address: 2198 Main Street  
Brewster, MA 02631

Phone: 508.896.3701 Email: plombardi@brewster-ma.gov

Cell: N/A Fax: 508.896.8089



**Massachusetts Department of Environmental Protection**  
Bureau of Water Resources - Wetlands

**WPA Form 1- Request for Determination of Applicability** Brewster  
Massachusetts Wetlands Protection Act M.G.L. c. 131, §40 Municipality

**A. General Information**

**Important:**

When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



1. Applicant:

Griffin	Ryder	
First Name	Last Name	
201 Run Hill Road		
Address		
Brewster	MA	02631
City/Town	State	Zip Code
508.896.3212	gryder@brewster-ma.gov	
Phone Number	Email Address	

2. Property Owner (if different from Applicant):

Town fo Brewster		
First Name	Last Name	
2198 Main Street		
Address		
Brewster	MA	02631
City/Town	State	Zip Code
508.896.3701		
Phone Number	Email Address (if known)	

3. Representative (if any)

First Name	Last Name	
Company Name		
Address		
City/Town	State	Zip Code
Phone Number	Email Address (if known)	

**B. Project Description**

1. a. Project Location (use maps and plans to identify the location of the area subject to this request):

500 W.H. Besse Cartway	Brewster
Street Address	City/Town
41.73175	-70.06075
Latitude (Decimal Degrees Format with 5 digits after decimal e.g. XX.XXXXX)	Longitude (Decimal Degrees Format with 5 digits after decimal e.g. -XX.XXXXX)
84	45
Assessors' Map Number	Assessors' Lot/Parcel Number

[How to find Latitude and Longitude](#)

[and how to convert to decimal degrees](#)

b. Area Description (use additional paper, if necessary):  
**See the attached memorandum describing the existing conditions.**

c. Plan and/or Map Reference(s): (use additional paper if necessary)

Wetlands Map	February 5, 2024
Title	Date
Title	Date



**Massachusetts Department of Environmental Protection**

Bureau of Water Resources - Wetlands

**WPA Form 1- Request for Determination of Applicability** Brewster

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Municipality

**B. Project Description (cont.)**

2. a. Activity/Work Description (use additional paper and/or provide plan(s) of Activity, if necessary):

See the attached memorandum for the activity/work description as well as historical narrative.

- b. Identify provisions of the Wetlands Protection Act or regulations which may exempt the applicant from having to file a Notice of Intent for all or part of the described work (use additional paper, if necessary).

- 
3. a. If this application is a Request for Determination of Scope of Alternatives for work in the Riverfront Area, indicate the one classification below that best describes the project.

- Single family house on a lot recorded on or before 8/1/96
- Single family house on a lot recorded after 8/1/96
- Expansion of an existing structure on a lot recorded after 8/1/96
- Project, other than a single-family house or public project, where the applicant owned the lot before 8/7/96
- New agriculture or aquaculture project
- Public project where funds were appropriated prior to 8/7/96
- Project on a lot shown on an approved, definitive subdivision plan where there is a recorded deed restriction limiting total alteration of the Riverfront Area for the entire subdivision
- Residential subdivision; institutional, industrial, or commercial project
- Municipal project
- District, county, state, or federal government project
- Project required to evaluate off-site alternatives in more than one municipality in an Environmental Impact Report under MEPA or in an alternatives analysis pursuant to an application for a 404 permit from the U.S. Army Corps of Engineers or 401 Water Quality Certification from the Department of Environmental Protection.

- b. Provide evidence (e.g., record of date subdivision lot was recorded) supporting the classification above (use additional paper and/or attach appropriate documents, if necessary.)





**C. Determinations**

1. I request the Brewster Conservation Commission make the following determination(s). Check any that apply:

- a. whether the **area** depicted on plan(s) and/or map(s) referenced above is an area subject to jurisdiction of the Wetlands Protection Act.
- b. whether the **boundaries** of resource area(s) depicted on plan(s) and/or map(s) referenced above are accurately delineated.
- c. whether the **Activities** depicted on plan(s) referenced above is subject to the Wetlands Protection Act and its regulations.
- d. whether the area and/or Activities depicted on plan(s) referenced above is subject to the jurisdiction of any **municipal wetlands' ordinance or bylaw of:**

Brewster

Name of Municipality

- e. whether the following **scope of alternatives** is adequate for Activities in the Riverfront Area as depicted on referenced plan(s).

**D. Signatures and Submittal Requirements**

I hereby certify under the penalties of perjury that the foregoing Request for Determination of Applicability and accompanying plans, documents, and supporting data are true and complete to the best of my knowledge.

I further certify that the property owner, if different from the applicant, and the appropriate DEP Regional Office were sent a complete copy of this Request (including all appropriate documentation) simultaneously with the submittal of this Request to the Conservation Commission.

Failure by the applicant to send copies in a timely manner may result in dismissal of the Request for Determination of Applicability.

Signatures:

I also understand that notification of this Request will be placed in a local newspaper at my expense in accordance with Section 10.05(3)(b)(1) of the Wetlands Protection Act regulations.

  
\_\_\_\_\_  
Signature of Applicant

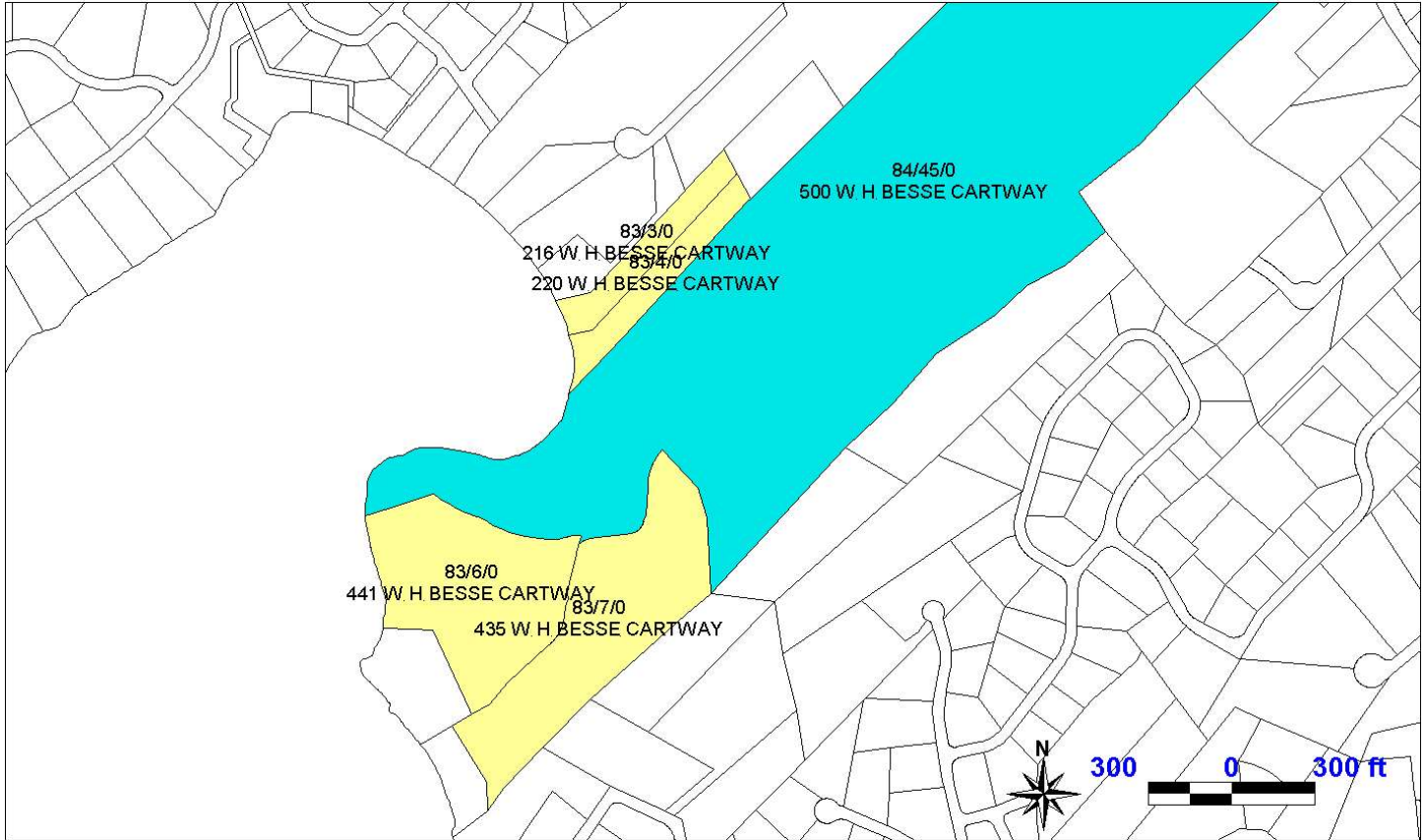
2.8.2024

Date

\_\_\_\_\_  
Signature of Representative (if any)

\_\_\_\_\_  
Date

Custom Abutters List for Parcel 84/45/0



Key	Parcel ID	Owner	Location	Mailing Street	Mailing City	ST	ZipCd/Country
7245	83-3-0-R (41-39)	ELLIS CHRISTOPHER J & STROUGH CHERYL N	216 W H BESSE CARTWAY	1421 ORLEANS ROAD PMB 326	HARWICH	MA	02645
7246	83-4-0-R (41-40)	HALPERSON MICHAEL A	220 W H BESSE CARTWAY	78 CANNON FORGE DRIVE	FOXBOROUGH	MA	02035
7255	83-6-0-R (41-52-2)	ETEN JOHN L & STROUGH SYBIL J TRUSTEES THE BESSE CARTWAY NT	441 W H BESSE CARTWAY	P O BOX 507	BREWSTER	MA	02631
7253	83-7-0-R (41-49)	SCHECHTER SUSAN	435 W H BESSE CARTWAY	P O BOX 2410	BREWSTER	MA	02631
7247	84-45-0-E (41-41)	BREWSTER TOWN OF	500 W H BESSE CARTWAY	2198 MAIN STREET	BREWSTER	MA	02631

ELLIS CHRISTOPHER J &  
STROUGH CHERYL N  
1421 ORLEANS ROAD  
PMB 326  
HARWICH, MA 02645

83-3-0-R

HALPERSON MICHAEL A  
78 CANNON FORGE DRIVE  
FOXBOROUGH, MA 02035

83-4-0-R

ETEN JOHN L & STROUGH SYBIL J  
TRUSTEES THE BESSE CARTWAY NT  
P O BOX 507  
BREWSTER, MA 02631

83-6-0-R

83-7-0-R

SCHECHTER SUSAN  
P O BOX 2410  
BREWSTER, MA 02631

BREWSTER TOWN OF  
2198 MAIN STREET  
BREWSTER, MA 02631

84-45-0-E

# Long Pond Parcel RDA - USGS Map



USGS Topographic Maps  
Property Tax Parcels

APPROXIMATE LOCUS LOCATION OF AREA SUBJECT TO RDA FILING

- Legend**
- Property Line
  - Existing Driveway Centerline
  - Wetland (BVW/IVW) Flag Locations
  - BVW Boundary
  - Bylaw IVW Boundary
  - - - Off-site IVW/PVP (Approx)
  - - - 50-foot BVW/IVW Buffer Zone
  - - - 100-foot BVW/IVW Buffer Zone
  - Vernal Pool Boundary (Approx)
  - - - 100-ft Buffer Zone to On-site Vernal Pools (Approx)
  - - - 100-foot Bylaw FEMA Floodplain Buffer Zone
  - ▭ Structure
  - ⋯ Beach
  - ⋯ Treeline
  - - - MHW (Approx)
  - - - Access Path
  - ▭ Parcel Boundaries
  - ▭ Grassed Area (to be maintained)

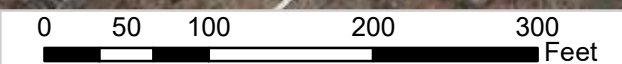
  FEMA National Flood Hazard Layer  
Flood Zone A: 1% Annual Chance  
of Flooding, no BFE

Long Pond

IVW: C1-C4

BVW / IVW boundaries delineated by LEC on January 11, 2023 and modified/confirmed by Bill Grafton, Brewster Conservation Administrator on December 20, 2023.

Wetland flags and site features located by LEC on January 12, 2023 utilizing a Trimble Geo XH with accuracy ranges between 1-100 cm.



**MASS GIS**

2021 Aerial Orthophoto & data layers acquired from the Office of Geographic Information (MassGIS) website.

**LEC**  
LEC Environmental Consultants, Inc.  
Plymouth, MA  
508.746.9491  
www.lecenvironmental.com

# Wetlands Map

Long Pond Road (Map 84, Lot 45)  
Brewster, Massachusetts

N  
February 5, 2024

## **Former Cape Cod Sea Camps Long Pond Parcel Request for Determination of Applicability Periodic Maintenance Project Description**

The Town of Brewster purchased the former Cape Cod Sea Camps parcels in November of 2021. The Pond Property has had limited public access since that time including some guided walks, Recreation programming and walking trail access from the adjacent Long Pond Woodland property which the Town also owns. The Town has been working through the Comprehensive Planning process with a consultant team, led by Reed Hilderbrand with robust public engagement. The Town will be bringing final comprehensive planning articles to the May 2024 Town meeting. Since there are many residents who are not familiar with the pond property, the Town is proposing to provide interim public access to the Former Cape Cod Sea Camps Long Pond Parcel. Access to the property would be via a small new interim parking area, 5 spaces that are outside of the wetland resource area. There would not be amenities added for this summer season and the availability of parking would be limited. The Select Board would create interim regulations for use of the property. The intent of the Town would be to file a Notice of Intent for long-term plans and access once the comprehensive plans have been adopted by Town meeting.

There are a series of existing wetland resource areas proximal to the Long Pond Parcel near the pond. These wetland resource areas have been mapped by LEC Environmental Consultants, Inc. and are shown on the attached Wetlands Map (prepared by LEC and dated February 5, 2024). The cove beach and the point of the Long Pond Parcel are within wetland resource areas and the associated adjacent buffer zones. A section (approximately 1,500 linear feet) of W.H. Besse Cartway and the access driveways to the point and the cove are also within wetland buffer zones. In providing access to the public, maintenance of the W.H. Besse Cartway, the access drives to the cove and the point will be required. The periodic maintenance proposed subject to this RDA filing is similar to how the property has been historically maintained under previous ownership.

The Town is proposing to maintain W.H. Besse Cartway and the access drives to the point and the cove to provide access for DPW to perform periodic maintenance and for emergency vehicles to access the property open to the public. W.H. Besse Cartway also serves as the sole access for the four dwellings that are located at the end of the Cartway. Maintaining W.H. Besse Cartway is integral to providing emergency access to these dwellings.

The proposed maintenance activities are as follows:

- The maintenance for W.H. Besse Cartway and the access driveways will be limited to grading the gravel surfaces, filling and smoothing out potholes and restoring the roadway following storm events. The road and driveway maintenance work will be performed by the Department of Public Works or their designated representatives.
- The grassed areas at the end of the access drives to the cove and the point are proposed to be maintained with periodic mowing during the growing season. The limits of the grassed areas to be maintained are depicted with a solid green hatch on the Wetland Map.
- The existing pathway from the former bus turn-around (that has been blocked off and is not currently in use) to the beach is proposed to be maintained. The maintenance of this area will

be limited to clearing the path of debris (fallen limbs and or trees) to allow for pedestrian access. Some limited grading may be done to ensure that the path remains relatively flat and navigable but based on the condition of the path it appears that that maintenance work would be minimal.

- Prior to opening the property up to the public the Town would like to remove the existing swim floats that are directly adjacent to the B series wetland resource area (B9 through B12).
- The project would also include the installation of signage to help define the use limitations for the property.

Ed Barber the Town's Property Manager for the Former Cape Cod Sea Camps Parcels has a long history in maintaining the properties and as attending as a summer camper. Ed has provided the attached letter documenting the historic activities and maintenance that have occurred on the property over the years. We thought that this information would be important for understanding the context of how the property has been used in the past.

Photos are attached depicting the areas proposed to be maintained. As this is a Town project it is fee exempt. The Select Board was notified of this fee exemption as part of the FYIs in the January 22, 2024 Select Board meeting packet.



*Photo 1. W.H. Besse Cartway looking east proximal to wetland flag B39 – B42.*



*Photo 2. Looking north at grassed area from the end of the gravel access drive to the cove beach proximal to flag B50 and B55 foreground; B4 and B5 in the background.*



*Photo 3. Looking northwest at grassed area from the end of the gravel access drive to the point, between wetland flags B68 & B78.*





*Photo 4. Pedestrian access path looking northeast from the cove beach proximal to wetland flags A9 & B10.*



*Photo 5. Looking northeast at the swim floats proposed to be removed proximal to wetland flags B9 -B12.*

January 31, 2024

Below is how I remember the Long Pond property was maintained by the Camp Cod Sea Camps. My earliest memory is from my first year as a camper. I was a camper from 1967 through 1976. I was a counselor from 1977 through 1982. I was a full-time employee for the camps from 1983 through to 2020. For the last 20 years, I oversaw the facilities. I am currently working as the Sea Camps property manager for the Town of Brewster.

I remember walking from 137 down WH Besse Cartway to the site at the **point**. We spent several days each summer camping overnight. The underbrush was trimmed closer to the south hillside. The lake shore was clear of all brush. The four cabins were in place and used as rainy-day space. There was an outhouse part way up the driveway.

The second clearing in the **cove** in the 1960's was very similar to what it is today. The brush line around the field has not changed. The cabins have not changed. The current gas/tool shed was used as a outhouse till the mid 1970's.

In the 1970's both outhouses were replaced by Part-a-Johns. The Monomoy outhouse (on the road to the point clearing) was torn down. The Wono outhouse on the cove site was converted to a shed.

The path from the bus circle to the cove site, was maintained by keeping the brush trimmed. The width of the path was maintained at 6 feet wide. We installed three vertical posts across the path to keep dirt bikers from traveling down the path. We also installed a low chain (about 2' off the ground) to keep bikes off the path. This chain was near the bus turn around circle.

Play fields at both sites have not changed over the years. We kept the brush trimmed around the edges of the field. We also mowed the field to keep the grass low. This was to keep the tick population low. The mowed field was also used for a sports field.

The cranberry bog closest to the bus circle was used prior to 1960. Our founder, Captain Dell, used that area to grow cranberry and Blueberry. Camp stopped using the cranberry bog around 1960. The current paths in that bog were built and maintained by the Cape Cod Mosquito control.

The bog between the cove and point sites was never used by the camp. The current paths in that bog area were installed and maintained by the Cape Cod Mosquito control.

The path along the pond, between the two sites, was also kept trimmed. The width of this path was maintained around 3' wide.

The driveway from 137 down to W H Besse went in around 1982. During the first several years, two buses could pass each other. Over the years, the brush did close in along the driveway. Camp maintained the width at its' current state.

Camp had four activity periods during the day. They were Morning (9:30 to 12:00), Mid-day (12:30 to 2:30), afternoon (2:30 to 5:30) and evening (6:00 to sunset). This schedule ran for 6 days a week. On Sundays we had an all-camp swim in the bay and on the low tide, we had an activity period. The Long Pond site was used during all the activity periods. During the morning period we bussed in about 100 people to Long Pond. The mid-day period we bussed in about 40 people. During the afternoon period

we bussed in about 50 people. The evening period had about 25 people for two days a week. On Sundays, we had an activity period with about 40 people.

In total, we had about 200 people on the Long Pond Site for 6 days a week. On Sundays, we had 40 people on site.

The activities that we ran on the Long Pond site included sailing, swimming, windsurfing, canoeing, kayaking, water skiing, field games and camping.

Edward Barber  
PO Box 1707  
59 Alden Drive  
Brewster MA 02631  
[ebarber@brewster-ma.gov](mailto:ebarber@brewster-ma.gov)

# WELCOME!

## Town of Brewster Sea Camps Community Forum 4

February 15, 2024

REED HILDERBRAND

WXY

 vhb

LEC

# TODAY'S AGENDA

## Orientation (10 min)

- Introduction
- Where We Left Off

## Pond Property (30 min)

- Final Comprehensive Plan
- Phasing and Cost Information

## Bay Property (45 min)

- Final Comprehensive Plan
- Phasing and Cost Information

## Q&A (30 min)

## Conclusions & Next Steps (5 min)

### Today's Speakers:



Peter Lombardi  
Town Manager



Donna Kalinick  
Assistant Town Manager



Amanda Bebrin  
Chair, Bay Property  
Planning Committee



Doug Wilcock  
Chair, Pond Property  
Planning Committee



Jill Scalise  
Housing Coordinator



Mark Nelson  
Horsley Witten



Ned Chatelain  
Chair, Select Board



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



Griffin Ryder  
Director of Public Works



Elizabeth Randall  
Reed Hilderbrand



Madeleine Aronson  
Reed Hilderbrand

# INTRODUCTION

## Amanda Bebrin- BPPC Chair

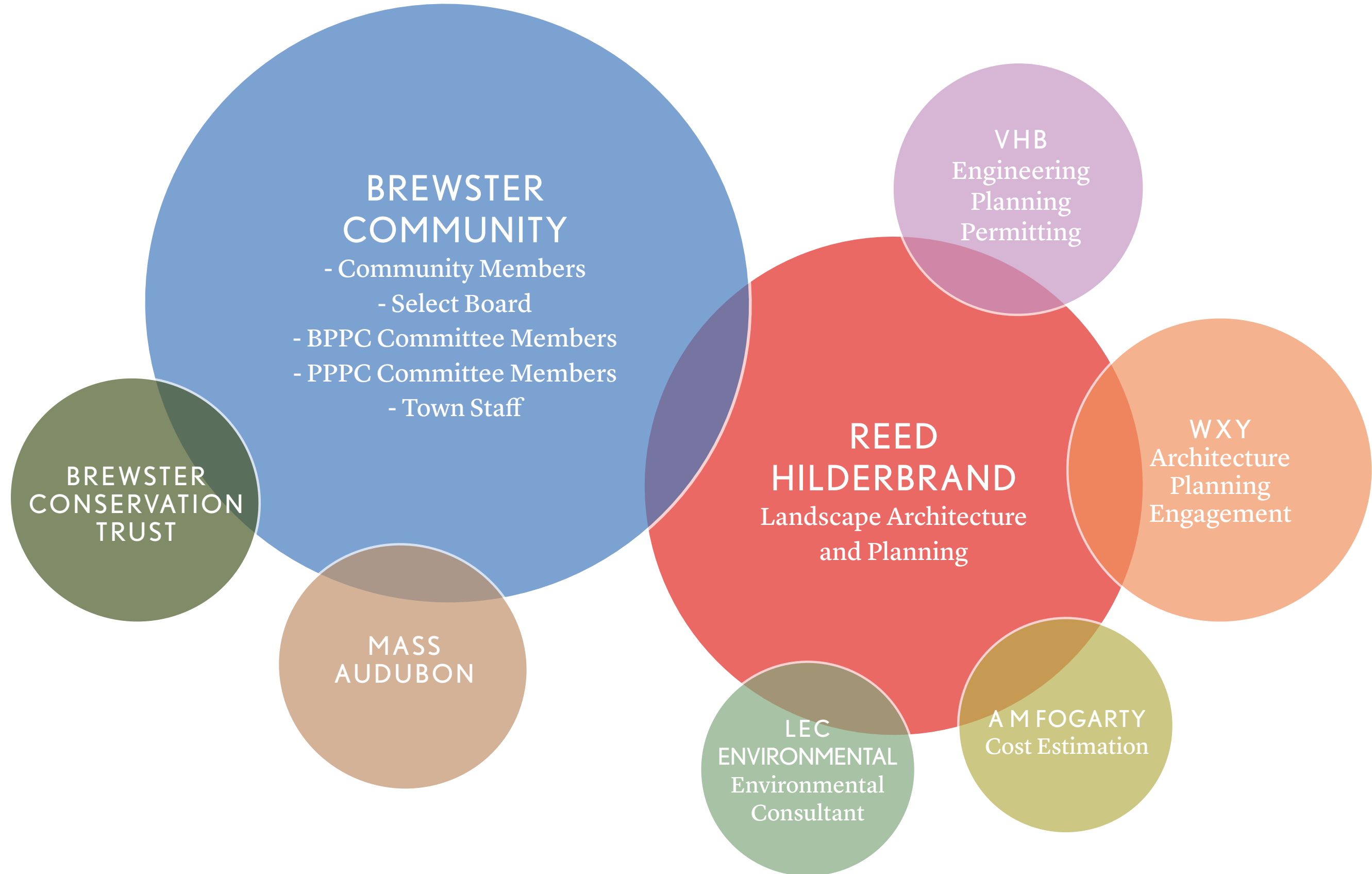


# INTRODUCTION

## Doug Wilcock- PPC Chair

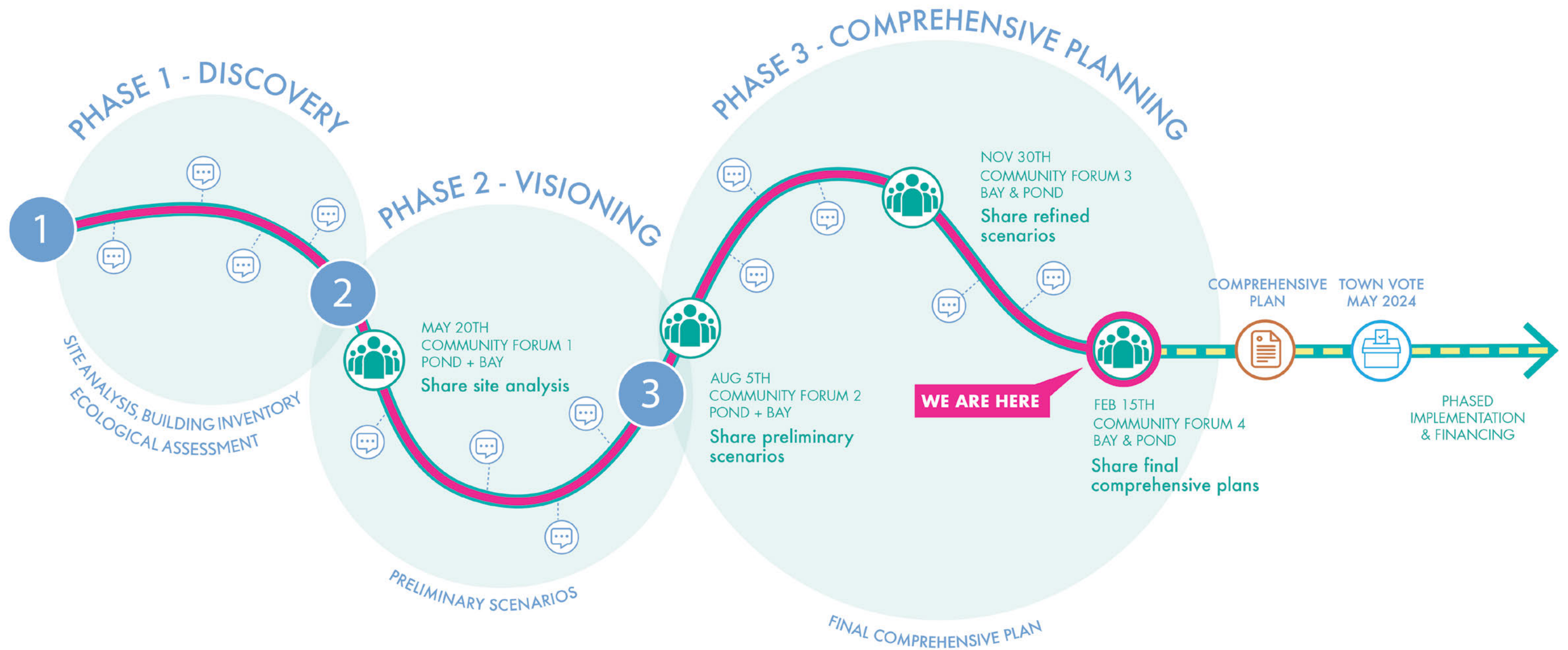


# MEET OUR TEAM





# WHERE WE ARE IN THE PROCESS



# FEEDBACK FROM RESIDENTS



**~ 400**  
COMMUNITY  
FORUM ATTENDEES

**1,367**  
SURVEYS  
COMPLETED



**~ 400**  
COMMUNITY  
FORUM ATTENDEES

**875**  
SURVEYS  
COMPLETED



**~ 250**  
VIRTUAL FORUM  
ATTENDEES

**120**  
EMAIL  
RESPONSES

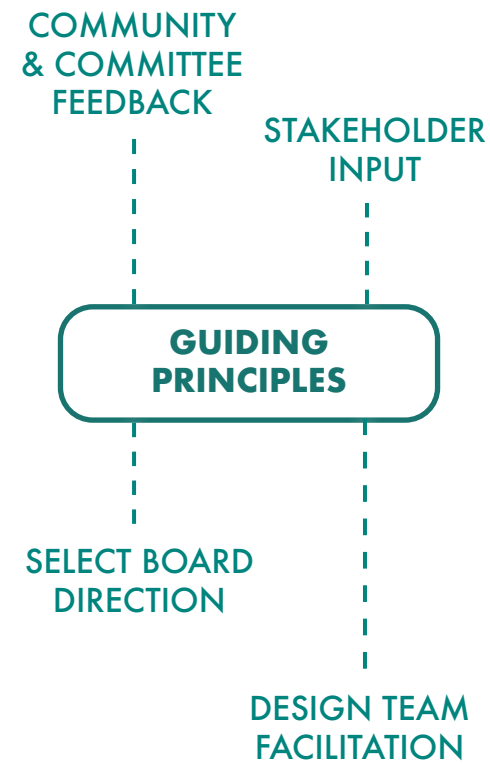
# PATH TO DESIGN

Community-led Decisions

## COMMUNITY OUTREACH



## DISTILLED COMMUNITY FEEDBACK



## PLANS THAT REFLECT TOWN GOALS & COMMUNITY VALUES



# WHAT ARE OUR GOALS FOR TODAY?

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

# WHAT WE HEARD

Key Takeaways about Both Properties

Overall, the plans are great!

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

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

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

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

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

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

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

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

# POND PROPERTY

# POND PROPERTY



# WHAT WE HEARD

## Pond Property

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

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

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

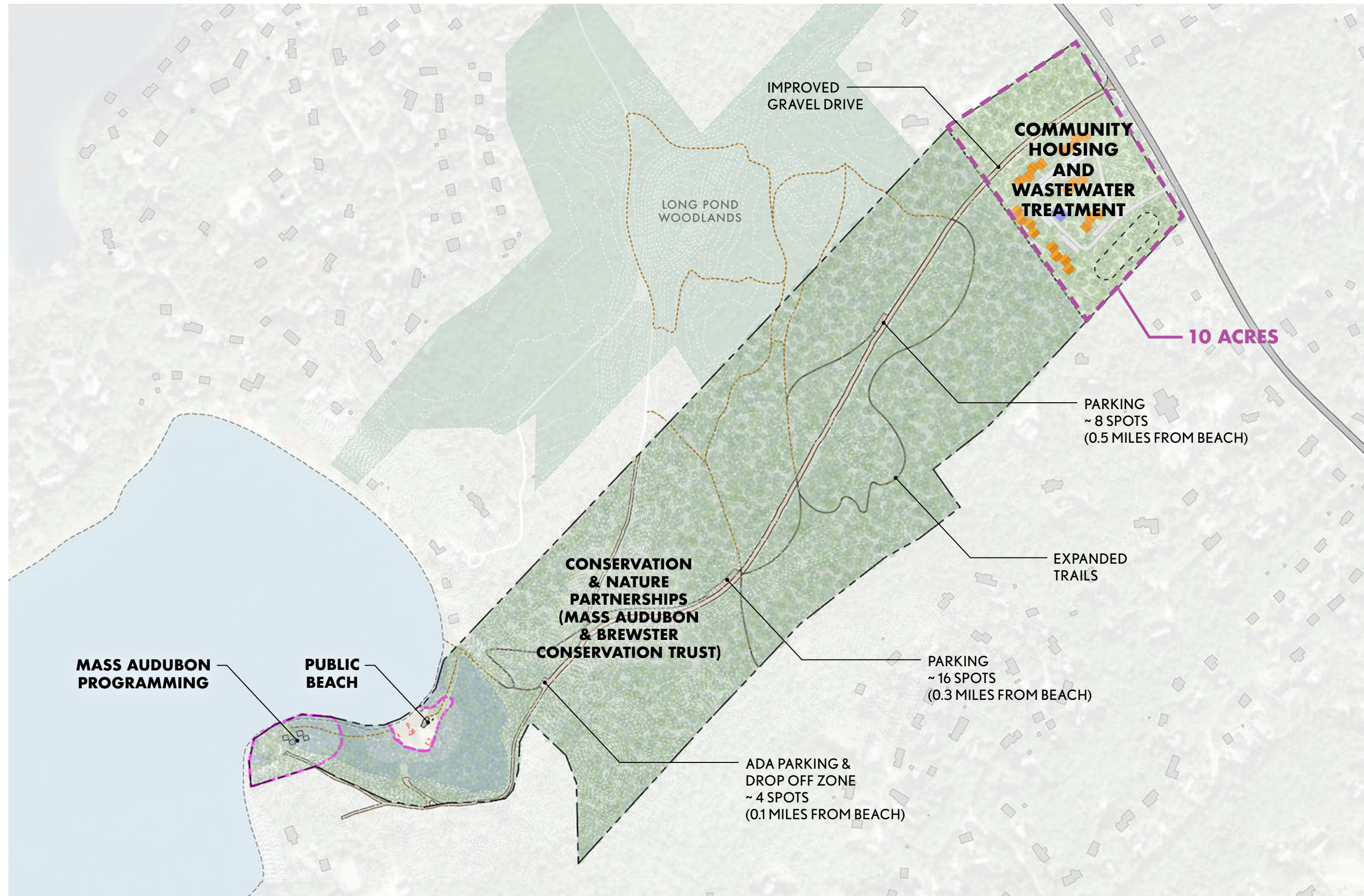
I want to make sure the beach is **universally accessible** for all.

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



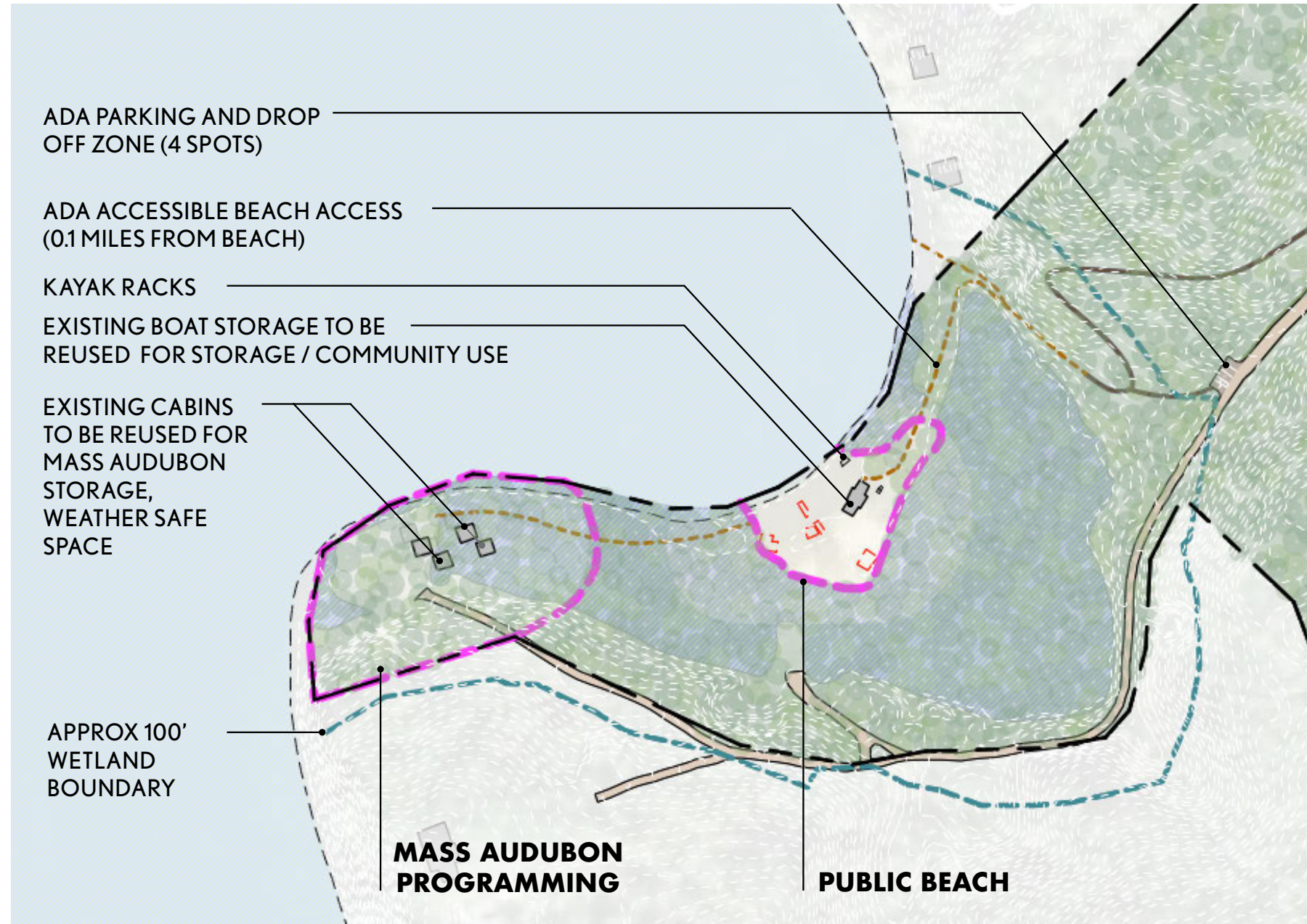
# PROPOSED POND PROPERTY PLAN

## Overall Plan



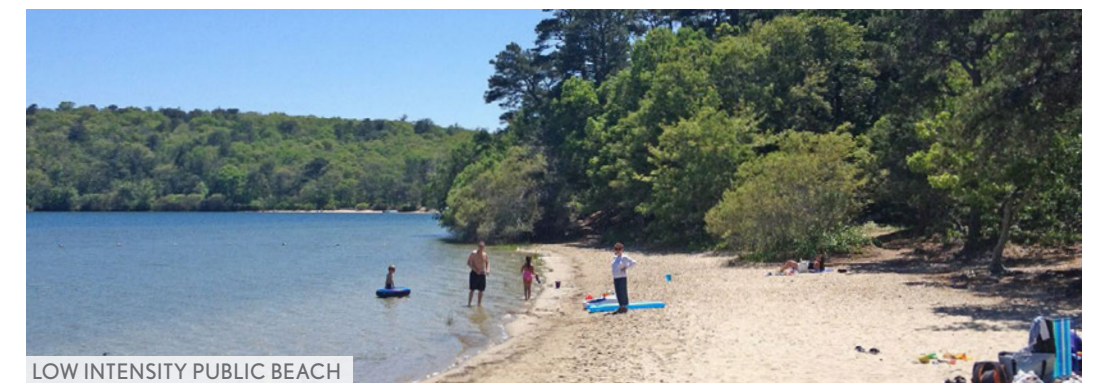
# PROPOSED POND PROPERTY PLAN

## Enlarged Beach Access Area



### Mass Audubon desired programs:

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



# HOUSING AND WASTEWATER TREATMENT

# POND PROPERTY - LAND USE CONTEXT



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

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

# HOUSING

## Town Context

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

# HOUSING GOALS

Massachusetts Affordable Housing Statutory Standards

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

517 Subsidized Housing Inventory (SHI) units

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

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

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

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

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

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

# HOUSING GOALS

Massachusetts Affordable Housing Statutory Standards

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

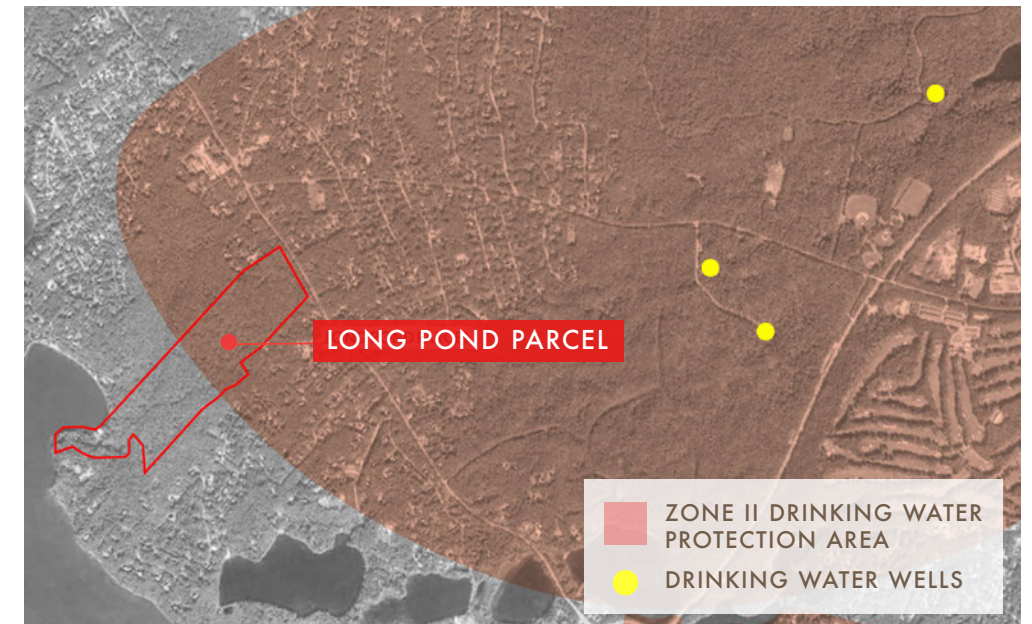
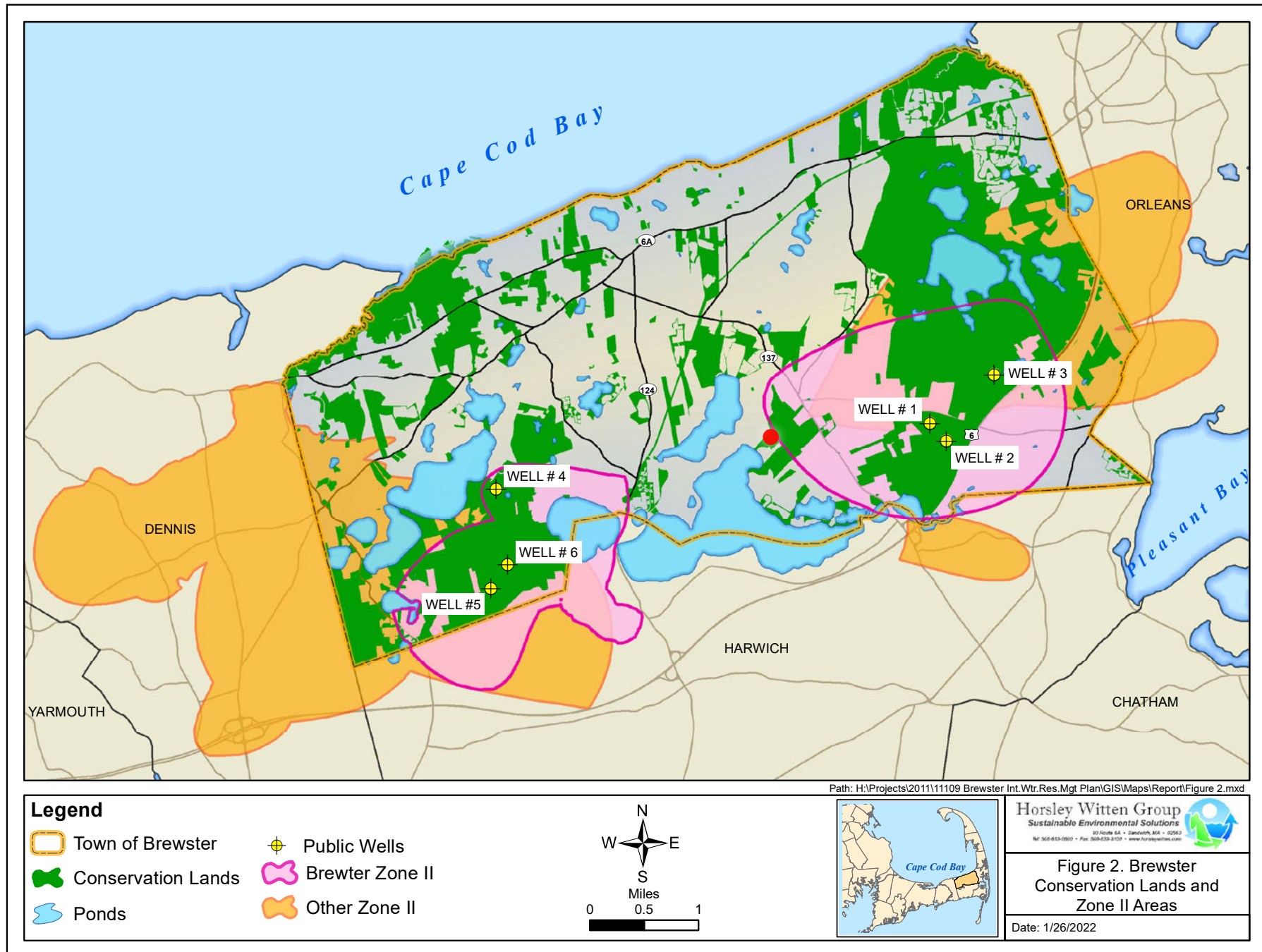
No, however, Brewster has a state approved and certified Housing Production Plan with strategies to work towards the 10% statutory minimum. Brewster's Local Comprehensive Plan aspires to attain the 10% goal by 2029. Housing affordability challenges in Brewster have significantly increased in the past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

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

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

# POND PROPERTY - WATER QUALITY AND WASTEWATER TREATMENT

## Zone II

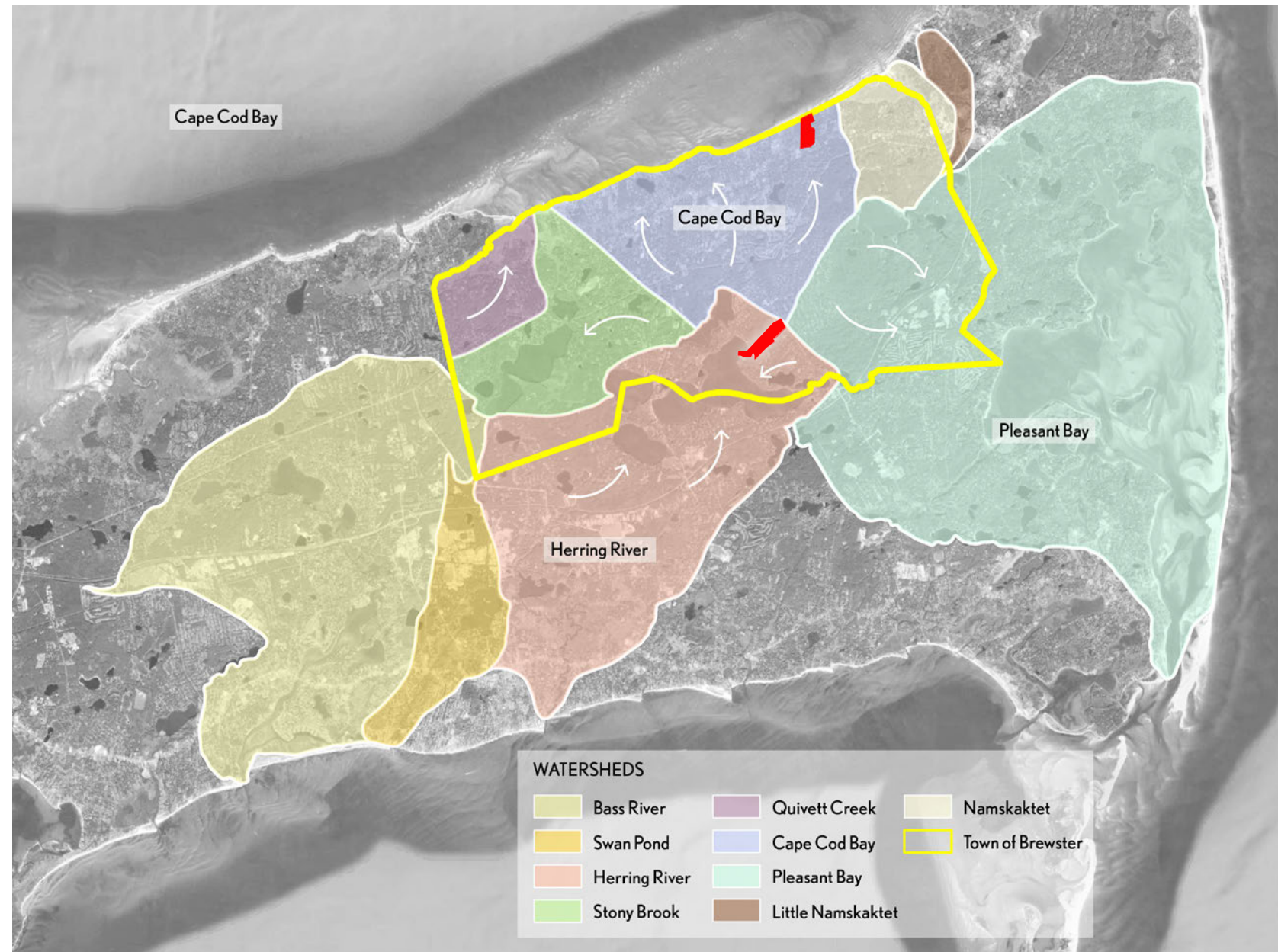


- Areas that contribute groundwater to the Town's public drinking water wells are known in Massachusetts as Zone II's, or wellhead protection areas
- A portion of the Long Pond property is on the edge of a Zone II, approximately 1 mile from the nearest Town well off Freemans Way
- There are currently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



# POND PROPERTY - WATER QUALITY AND WASTEWATER TREATMENT

## Regional Watershed



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

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

# POND PROPERTY - WATER QUALITY AND WASTEWATER TREATMENT

## Key Questions

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

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

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

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

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

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

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

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

# POND PROPERTY - WATER QUALITY AND WASTEWATER TREATMENT

## Key Questions

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

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



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

# POND PROPERTY - HOUSING ILLUSTRATIVE SCENARIO

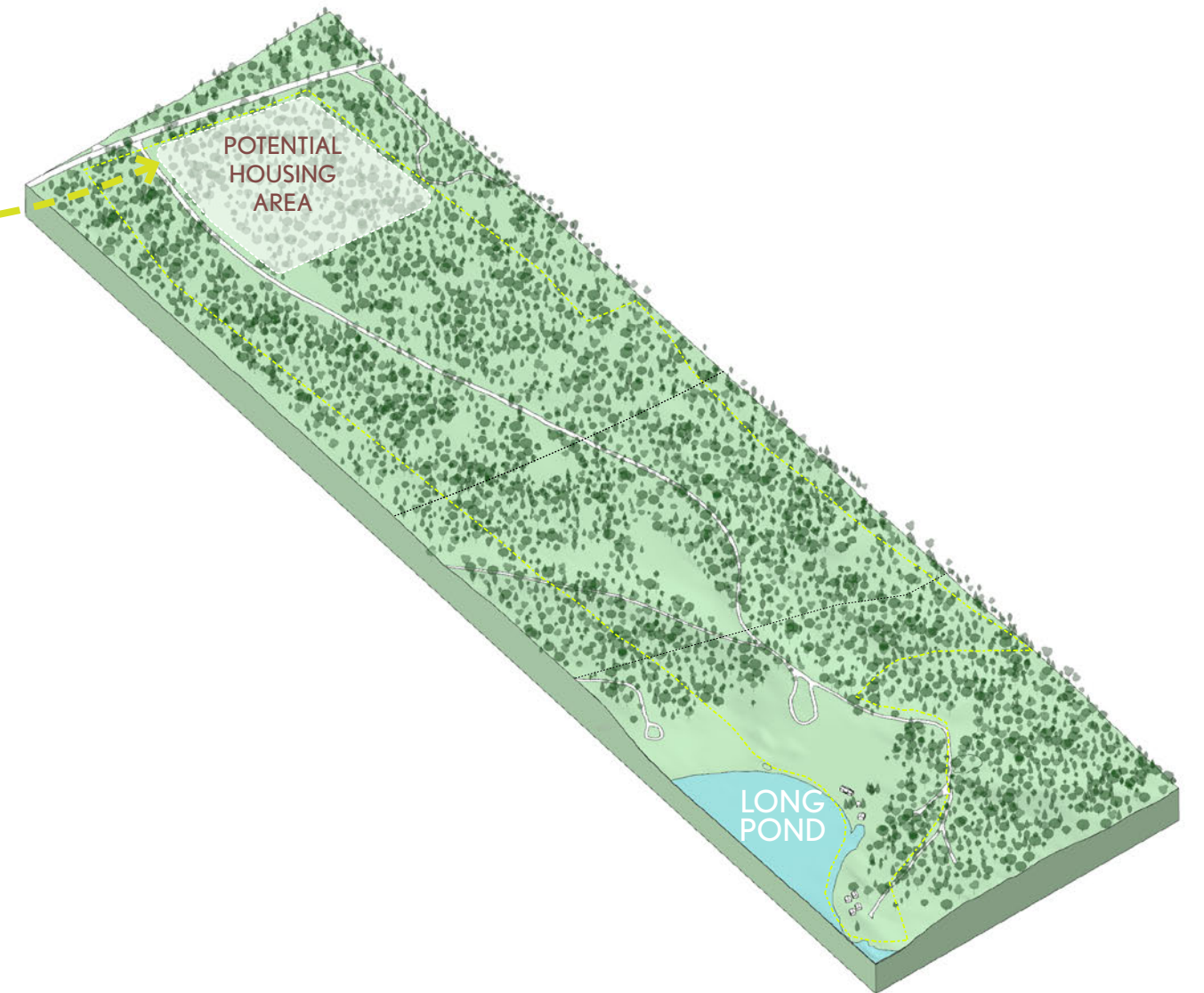
Context



## POND PROPERTY

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

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



# POND PROPERTY - HOUSING ILLUSTRATIVE SCENARIO

## Site Analysis and Principles

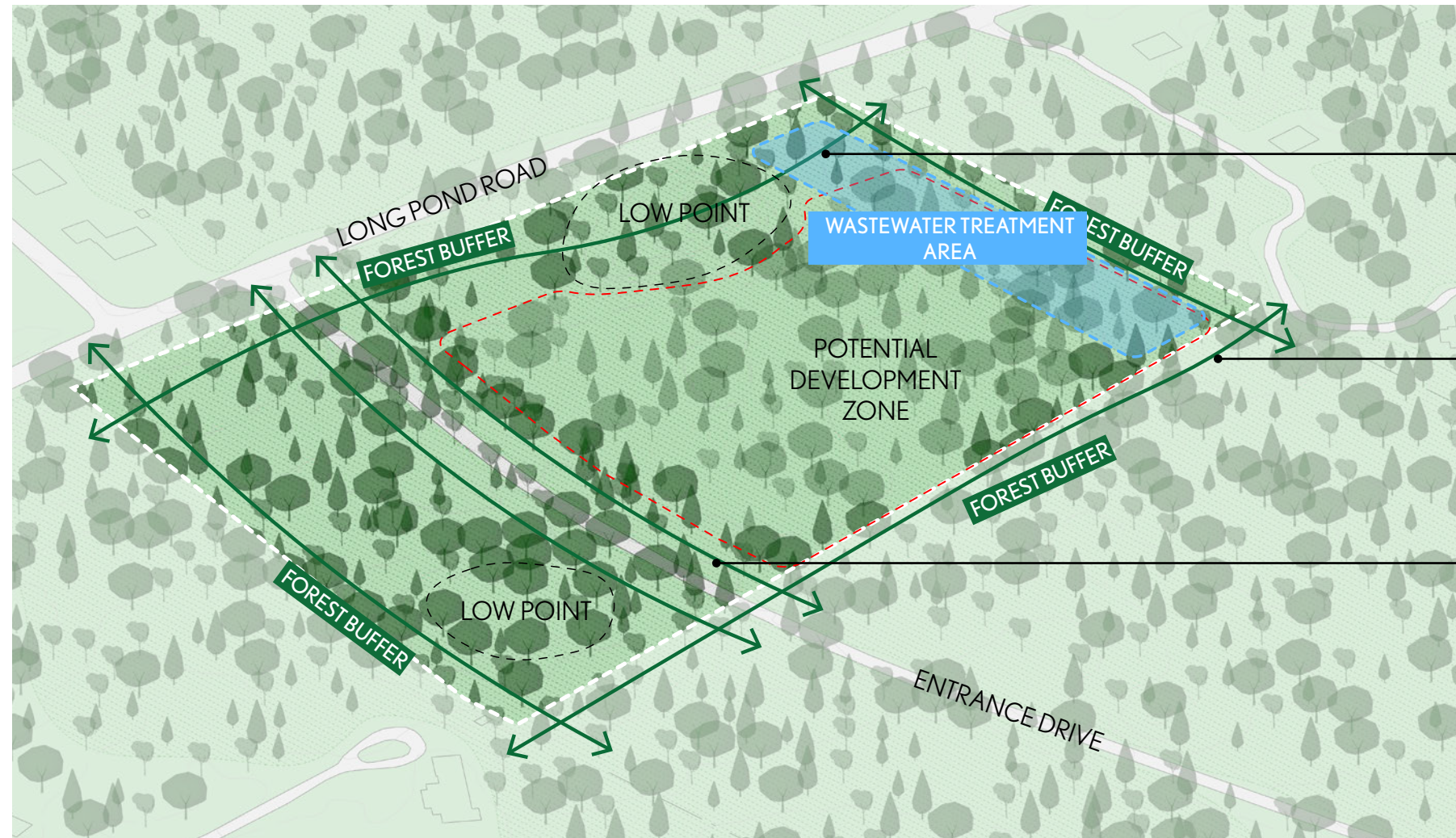
Area designated for housing accounts for wooded buffers and setbacks.

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

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

Parking areas are fully accounted for.

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



LOT EDGES - 150 FT SETBACK

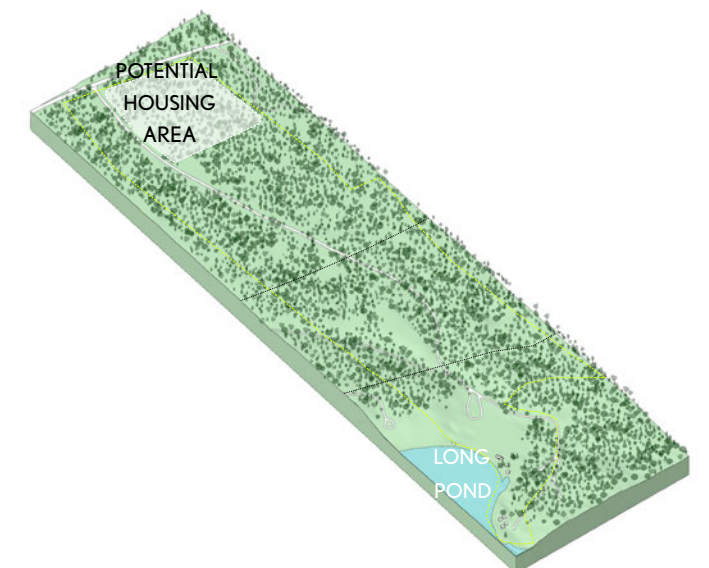
LOT EDGES - 40 FT SETBACK

ENTRANCE BUFFER - 50 FT SETBACK

\*considered setbacks are not an explicit zoning requirement

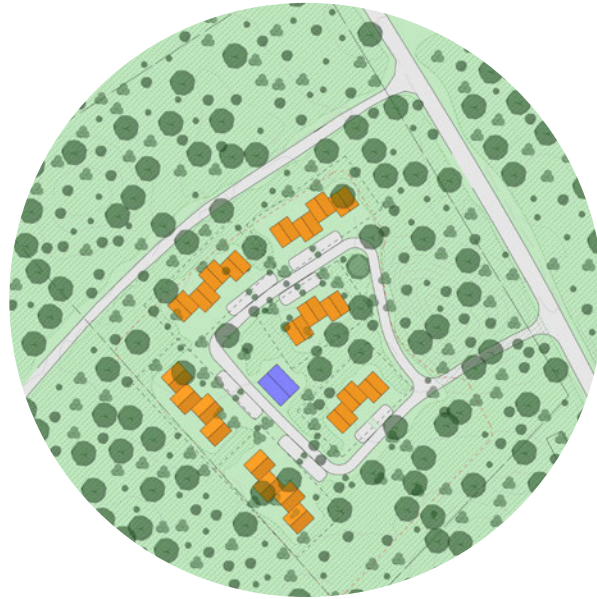


Malpet Farms, South Dennis, MA



# POND PROPERTY - HOUSING ILLUSTRATIVE SCENARIO

Town Homes



A low density configuration of town homes with group parking.



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

**UNIT COUNT** 44 UNITS

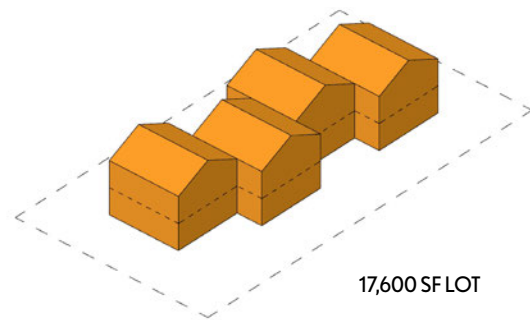
**BEDS** 88 TOTAL BEDS

**UNIT SIZE** 1000 sf town homes

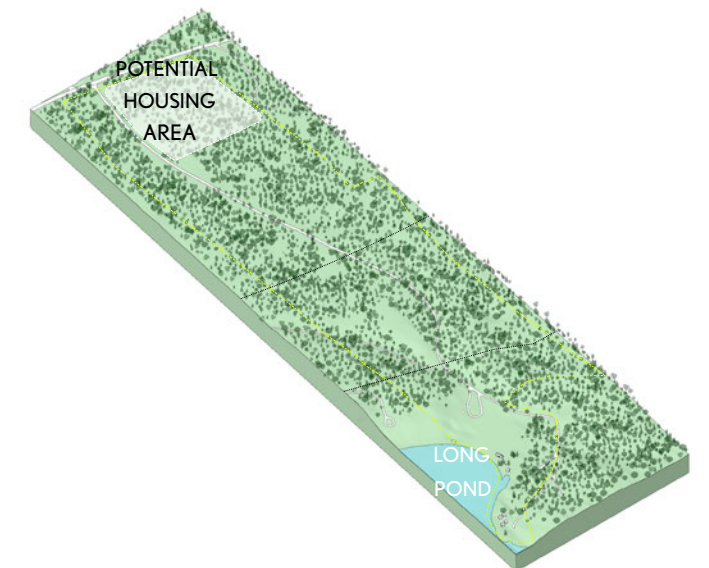
**SHI** 44 UNITS

**PARKING** 66 GROUP

**PERCENT BUFFER ZONE** 59%  
 \*of Housing Designated Area



Malpet Farms, South Dennis, MA



# POND PROPERTY - HOUSING ILLUSTRATIVE SCENARIO

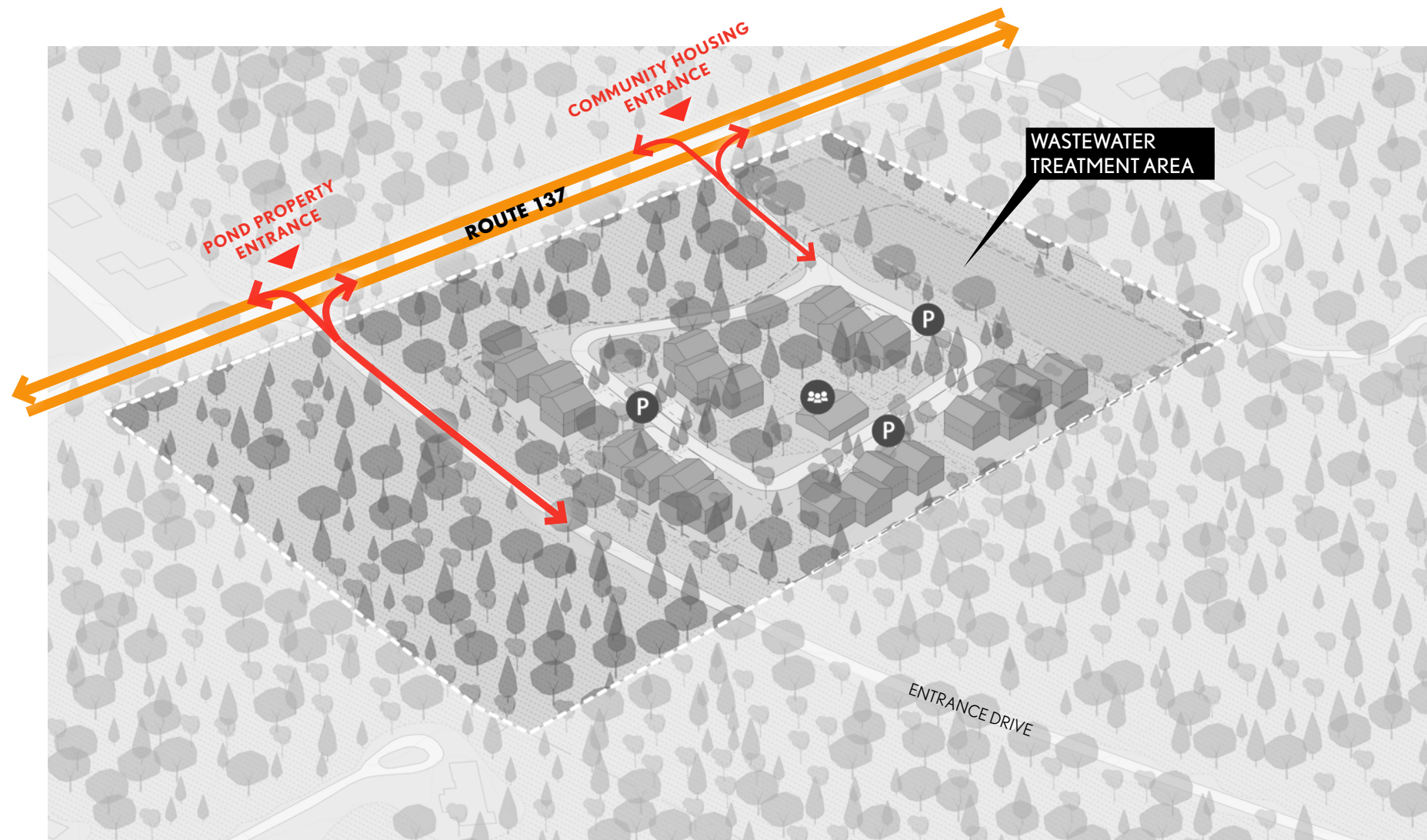
## Town Homes

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



# POND PROPERTY - PRELIMINARY TRAFFIC STUDY

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





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

## Key Considerations

### **LOCATION**

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

### **WASTEWATER TREATMENT**

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

### **ACCESS TO PUBLIC TRANSIT**

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

### **TRAFFIC**

Housing would not present traffic complications.

### **TIMELINE**

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

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

Public/ Private Partnership with a Developer

## How does the process start?

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

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

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

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

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

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

Public/ Private Partnership with a Developer

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

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

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

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

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

Yes

# HOUSING GOALS

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

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

# POND PROPERTY PARTNERSHIPS

# BREWSTER CONSERVATION TRUST

A Partner at the Pond Property

## Brewster Conservation Trust

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

### Partnership includes:

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



# MASS AUDUBON

A Partner at the Pond Property

## Mass Audubon

Amount pledged for Pond Property: \$1.5 million

### Partnership includes:

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

### Possible programs:

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



# MASS AUDUBON

How would the partnership work at the Pond Property?

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

No membership costs to access any portion of the properties.

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

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

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

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

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

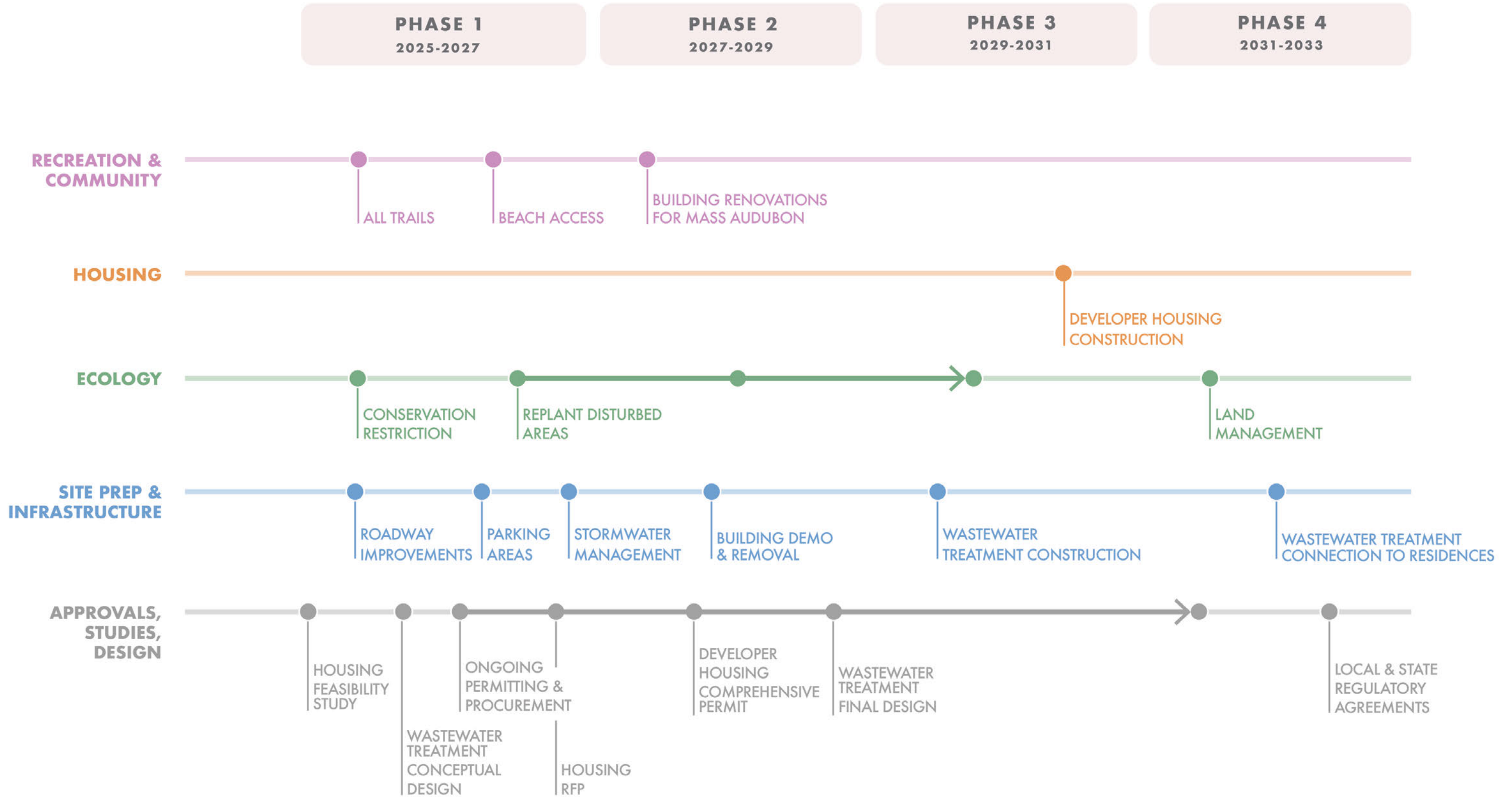
It would be applied to reduce the Town's remaining obligations to pay for purchasing this property. After accounting for BCT and Mass Audubon's \$2.5+M combined contributions and previous Town appropriations, only about \$750,000 of the acquisition cost remains to be financed.



# POND PROPERTY PHASING

# POND PROPERTY DRAFT PHASING

Target 2025 - 2033



# POND PROPERTY DRAFT PHASING

Phase 1 (Target 2025-2027)

## APPROVALS, STUDIES, DESIGN

Wastewater Infrastructure Conceptual Design

Community Housing Feasibility Study

Ongoing permitting and procurement

Housing RFP

## SITE PREP & INFRASTRUCTURE

Improved gravel drive

Parking areas, ADA Parking and Drop off Zone

Required Infrastructure including stormwater management, as needed

## HOUSING

## RECREATION & COMMUNITY USE

Trail improvements, new trails, ADA accessible path

Beach and related amenities

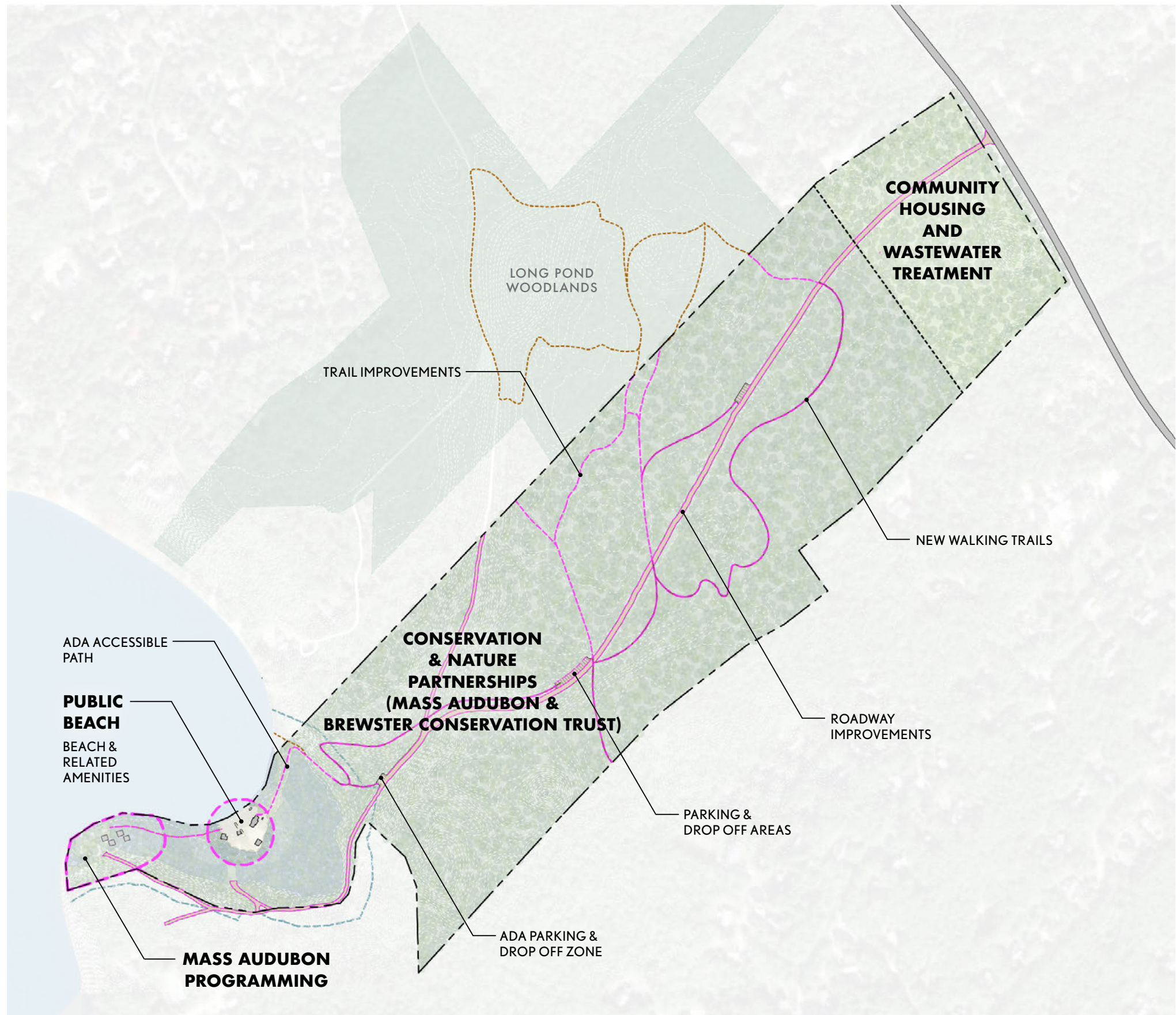
## ECOLOGY

Conservation Restriction

Replant disturbed areas

PHASE 1 TOTAL COST:

**\$2,300,000**



# POND PROPERTY DRAFT PHASING

Phase 2 (Target 2027-2029)

## APPROVALS, STUDIES, DESIGN

Developer Housing Design & Comprehensive Permit

Wastewater Treatment final design

Ongoing permitting and procurement

## SITE PREP & INFRASTRUCTURE

Building Demo & Removal

## HOUSING

## RECREATION & COMMUNITY USE

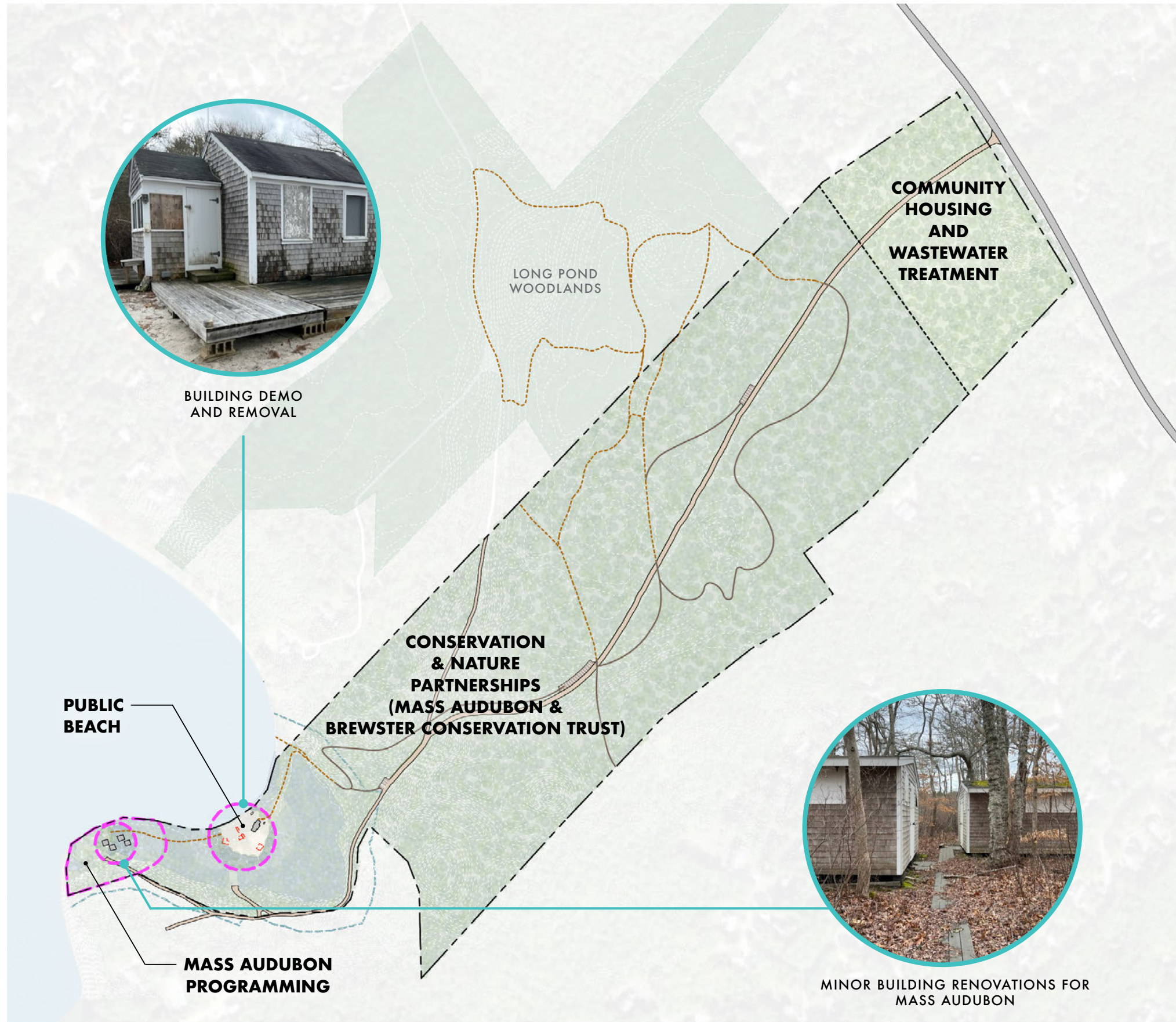
Minor building renovations for Mass Audubon

## ECOLOGY

Replant disturbed areas

PHASE 2 TOTAL COST:

**\$500,000**



# POND PROPERTY DRAFT PHASING

Phase 3 (Target 2029-2031)

## APPROVALS, STUDIES, DESIGN

Ongoing permitting and procurement

## SITE PREP & INFRASTRUCTURE

Wastewater Treatment Construction

## HOUSING

Developer Housing Construction

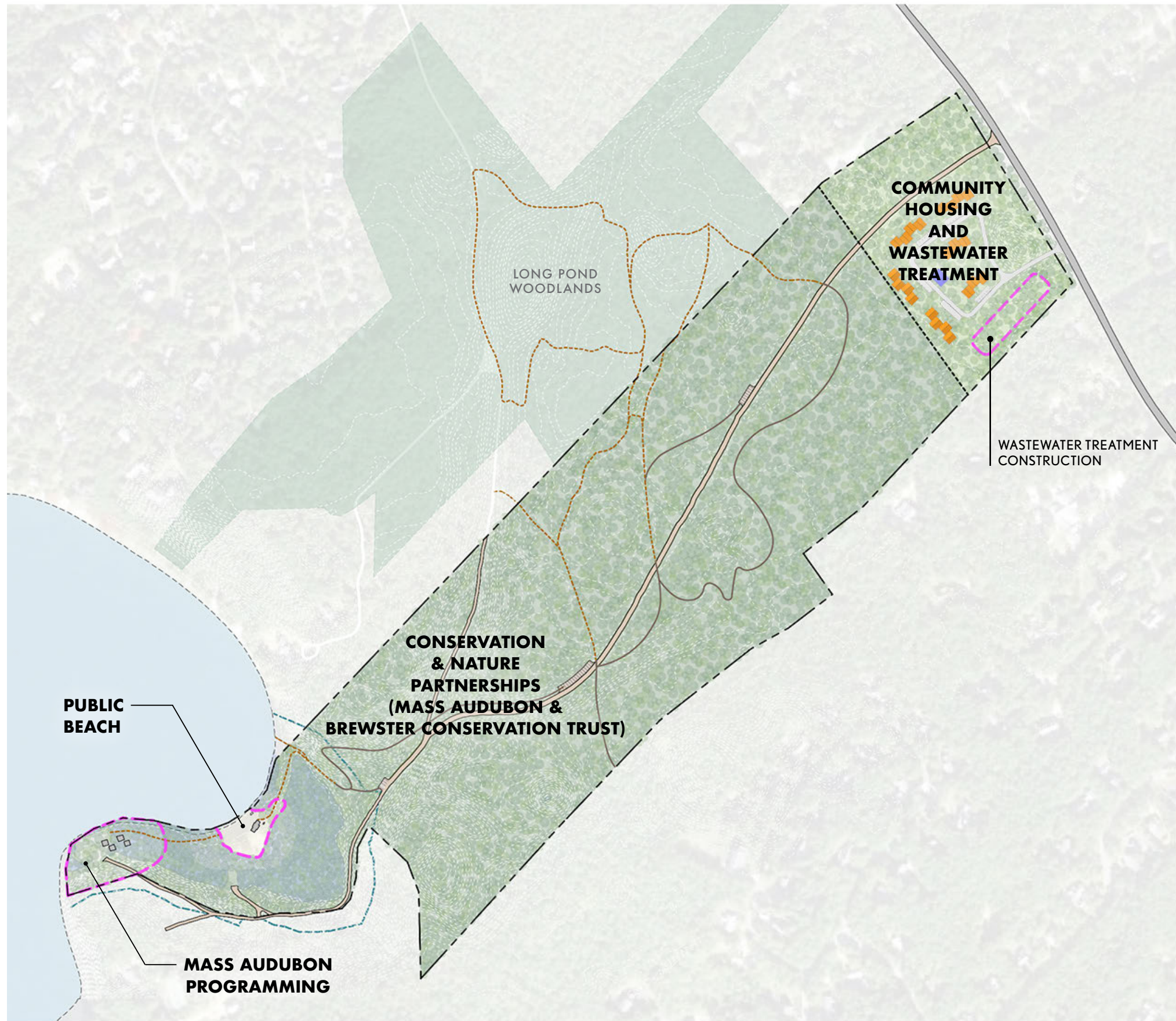
## RECREATION & COMMUNITY USE

## ECOLOGY

Replant disturbed areas

PHASE 3 TOTAL COST:

**\$4,500,000**



# POND PROPERTY DRAFT PHASING

Phase 4 (Target 2031-2033)

## APPROVALS, STUDIES, DESIGN

Ongoing permitting and procurement

Local and state regulatory agreements

## SITE PREP & INFRASTRUCTURE

Wastewater Treatment Connection to Surrounding Residences (TBD)

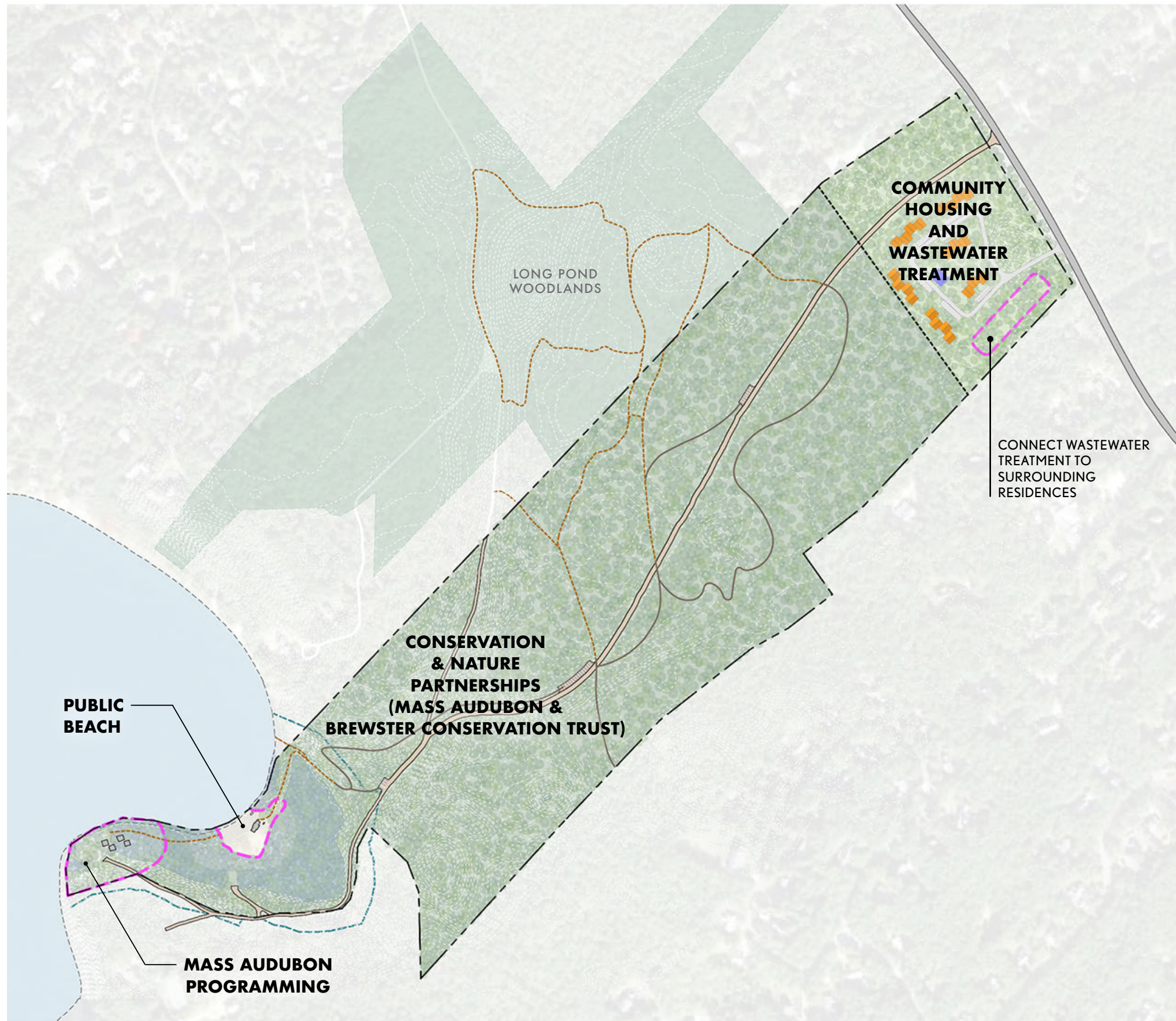
## HOUSING

## RECREATION & COMMUNITY USE

## ECOLOGY

Land management

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



A photograph of a park or campsite, overlaid with a teal tint. In the foreground, there are several rows of wooden benches. In the middle ground, there is a small, simple building with a gabled roof. The background is filled with trees, some with bare branches and some with green leaves. A mailbox is visible on the right side. The text "BAY PROPERTY" is written in large, white, sans-serif capital letters across the center of the image.

# BAY PROPERTY

# WHAT WE HEARD

Bay Property

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

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

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

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



# WHAT WE HEARD

Bay Property

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

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

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

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

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

Will **tennis courts** be fully utilized?

# BAY PROPERTY - OVERALL EXISTING FRAMEWORK



BEACH



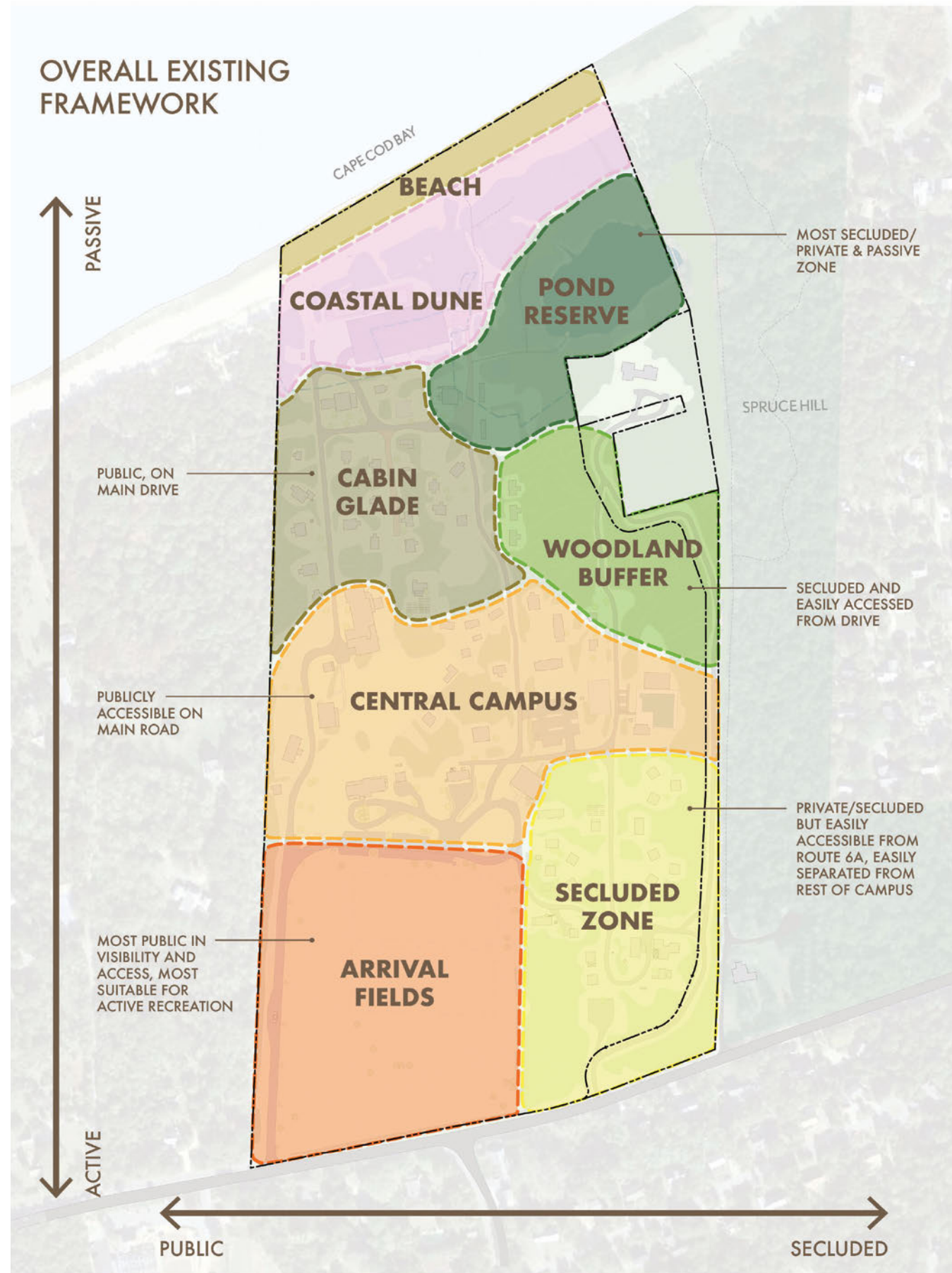
COASTAL DUNE



CENTRAL CAMPUS



ARRIVAL FIELDS



POND RESERVE



CABIN GLADE



WOODLAND BUFFER



SECLUDED ZONE

# OVERALL PLAN

Bay Property



RESTORE COASTAL DUNE



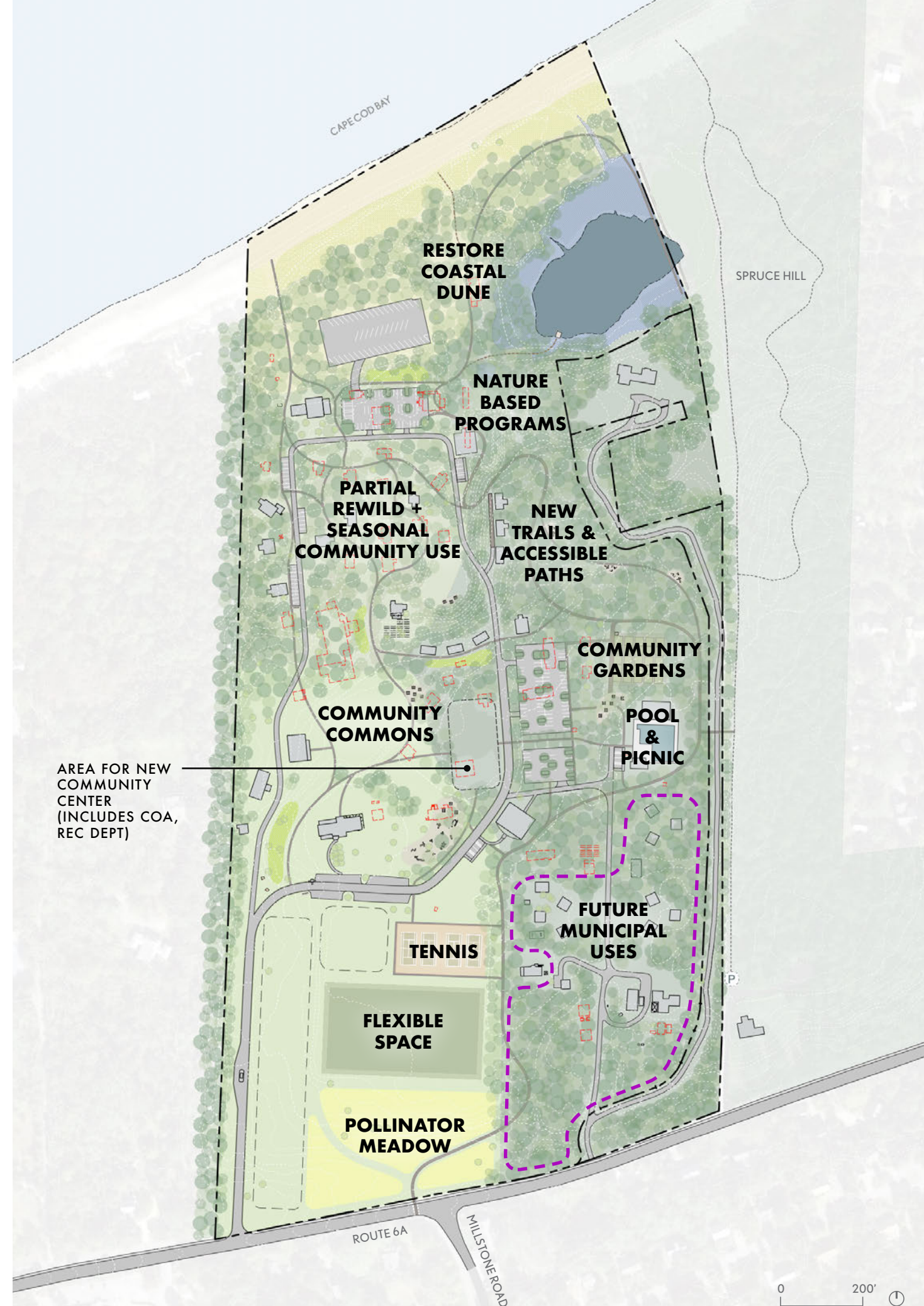
PARTIAL REWILD & SEASONAL COMMUNITY USE



COMMUNITY COMMONS



FLEXIBLE SPACE



NATURE BASED PROGRAMS



NEW TRAILS & ACCESSIBLE PATHS



POOL



WOODLAND BUFFER



COMMUNITY GARDEN

# EXISTING BAY PROPERTY PLAN

## Existing Buildings

### 92 TOTAL BUILDINGS:

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



SHOWER HOUSE



STAFF CABINS



CABINS



MAINTENANCE



COMMUNAL CAMP USES



ADMIN BUILDING



SPRUCE HILL HOUSE

# PROPOSED BAY PROPERTY PLAN

## Building Removal, Re-Use & New Construction

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





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

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



# PROPOSED BAY PROPERTY PLAN

## Building Re-Use

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

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

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



**REUSE PICNIC PAVILION**



**REUSE ADMIN BUILDING**



**REUSE CABINS FOR COMMUNITY USE**



**REUSE BOATHOUSE**







**REUSE ARTS CENTER**



**REUSE SPRUCE HILL HOUSE**

# PROPOSED BAY PROPERTY PLAN

## Building Uses

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



# PROPOSED BAY PROPERTY PLAN

Buildings - Community Uses

COMMUNITY USE

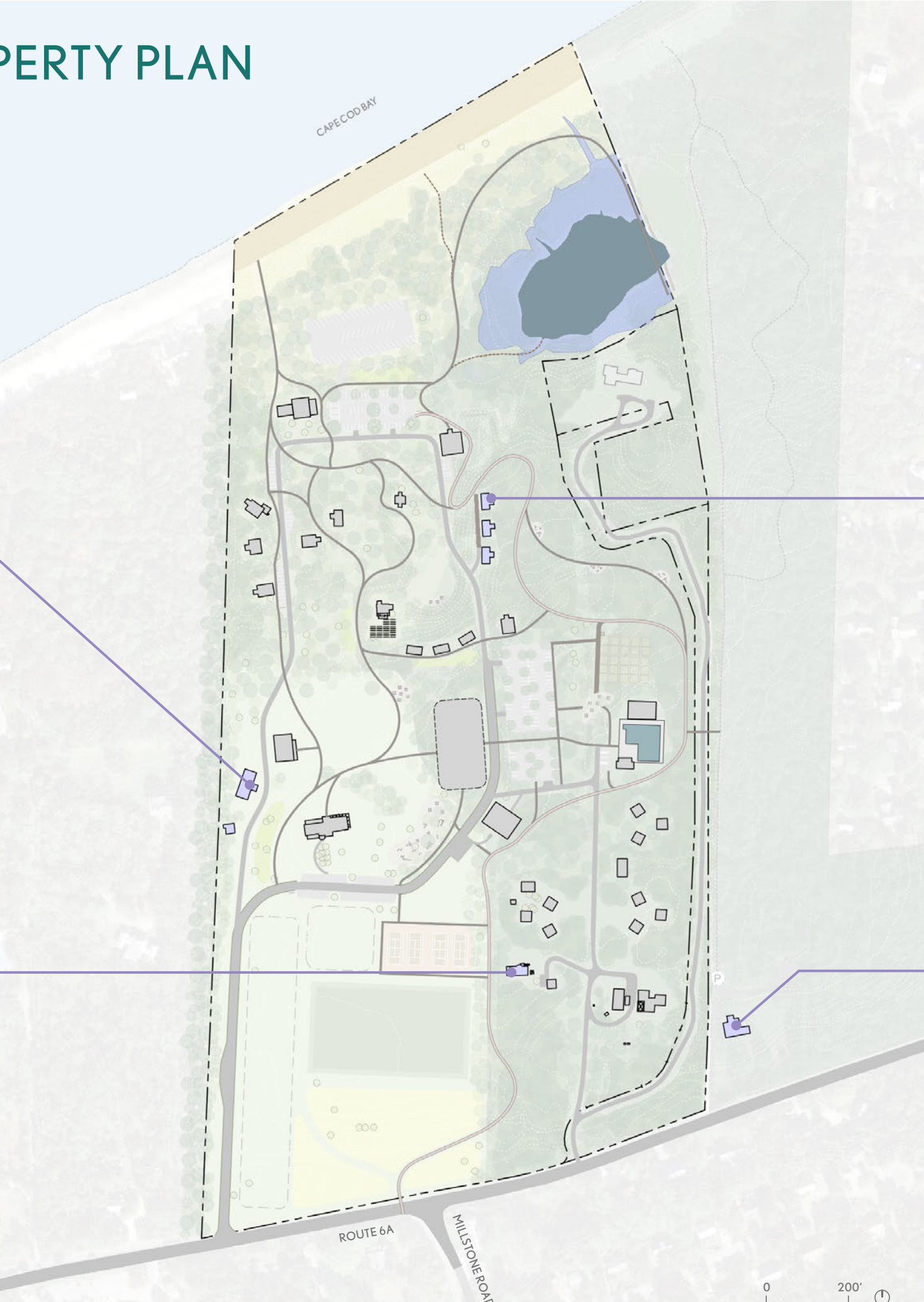




# PROPOSED BAY PROPERTY PLAN

Buildings - Housing

 HOUSING



**CABINS**



**STAFF HOUSING**

**CABINS**



**SEASONAL MASS AUDUBON HOUSING**

**WESTCOTT HOUSE**



**HOUSING**

**SPRUCE HILL HOUSE**



**HOUSING**

# PROPOSED BAY PROPERTY PLAN

## Outdoor Recreation



BEACH ACCESS



FLEXIBLE OPEN SPACE



PLAYGROUND & PICNIC AREA



PICNIC



TRAILS



FITNESS STATIONS



POOL



TENNIS COURTS



COMMUNITY GARDEN

# PROPOSED BAY PROPERTY PLAN

## Habitat & Re-wilding

1938



1971



1994



RESTORE COASTAL DUNE TO IMPROVE DUNE STABILITY AND COASTAL RESILIENCY

MAINTAIN CLEARING WITHIN WOODLANDS



APPROX 10ACRE CONSERVATION RESTRICTION

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

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



RESTORE COASTAL DUNE



ENHANCE WOODLANDS



POLLINATOR MEADOW

# PROPOSED BAY PROPERTY PLAN

## Vehicular circulation and Parking



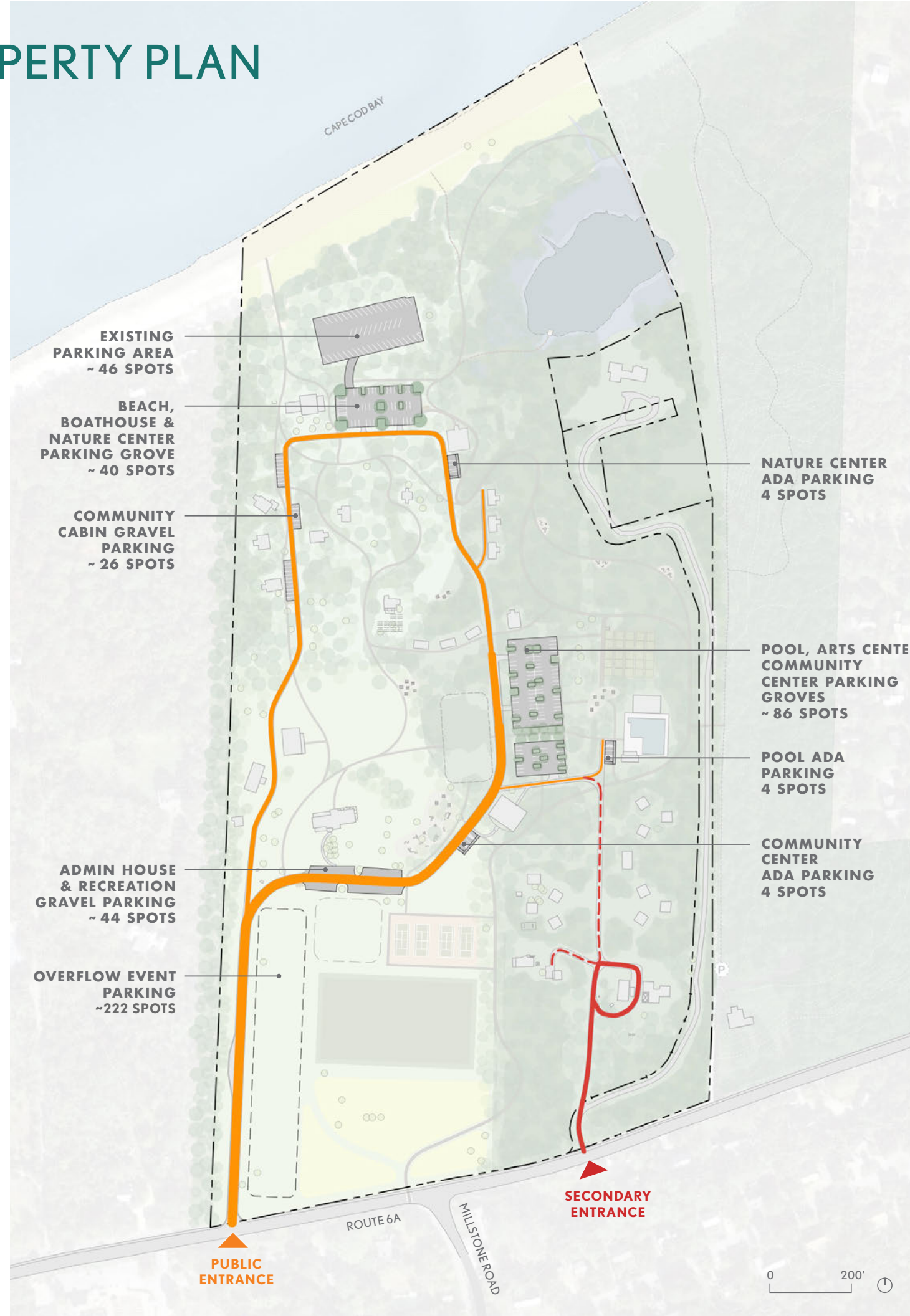
GRAVEL PARKING



PARKING WITH PLANTING



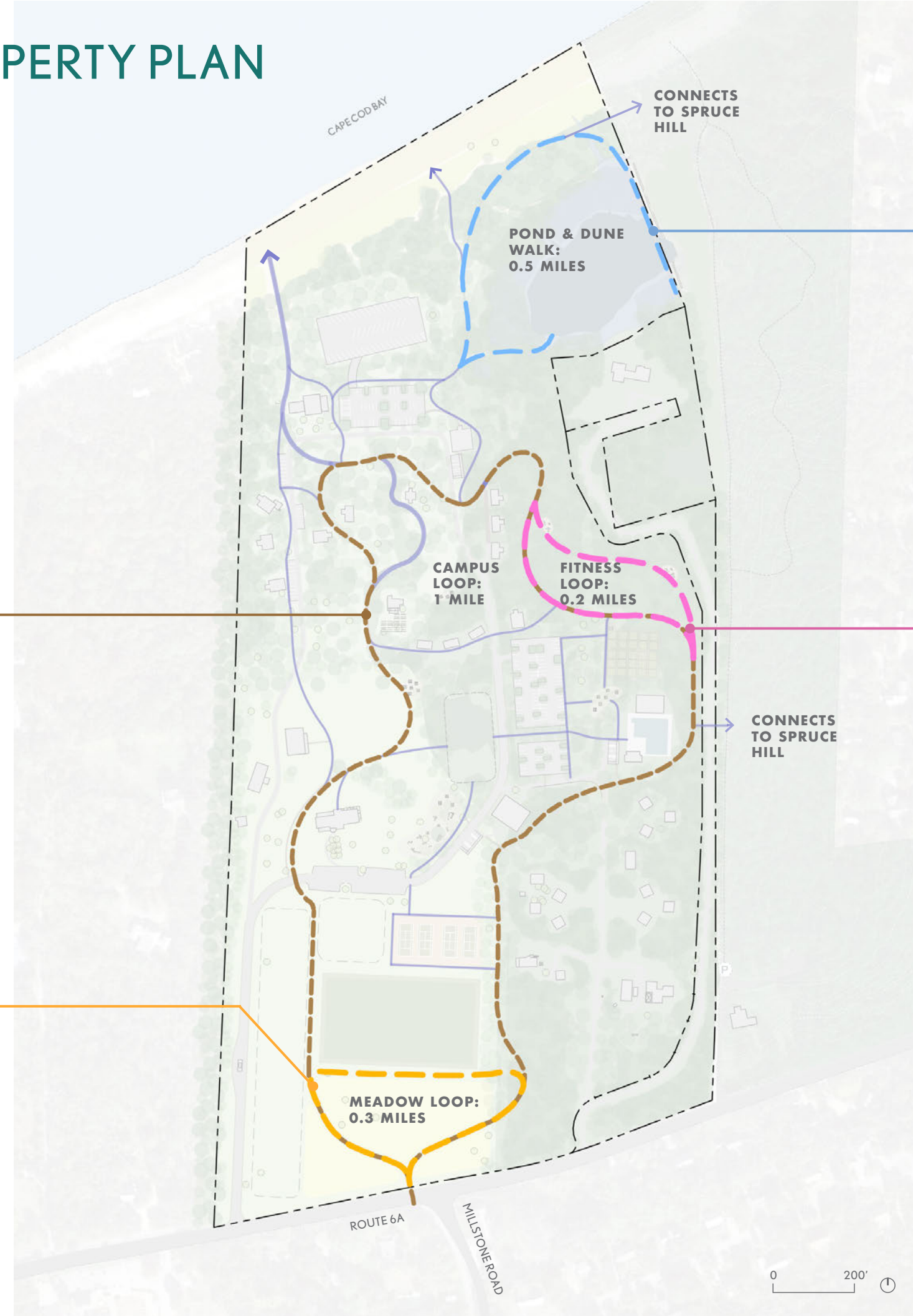
PLANTING GROVE



- PRIMARY TWO WAY VEHICULAR
- PRIMARY ONE WAY VEHICULAR
- SECONDARY VEHICULAR
- PRIMARY MAINTENANCE VEHICULAR
- SECONDARY MAINTENANCE VEHICULAR
- PARKING

# PROPOSED BAY PROPERTY PLAN

## Walking Trails



**POND & DUNE WALK**



**FITNESS LOOP**



**CAMPUS LOOP**

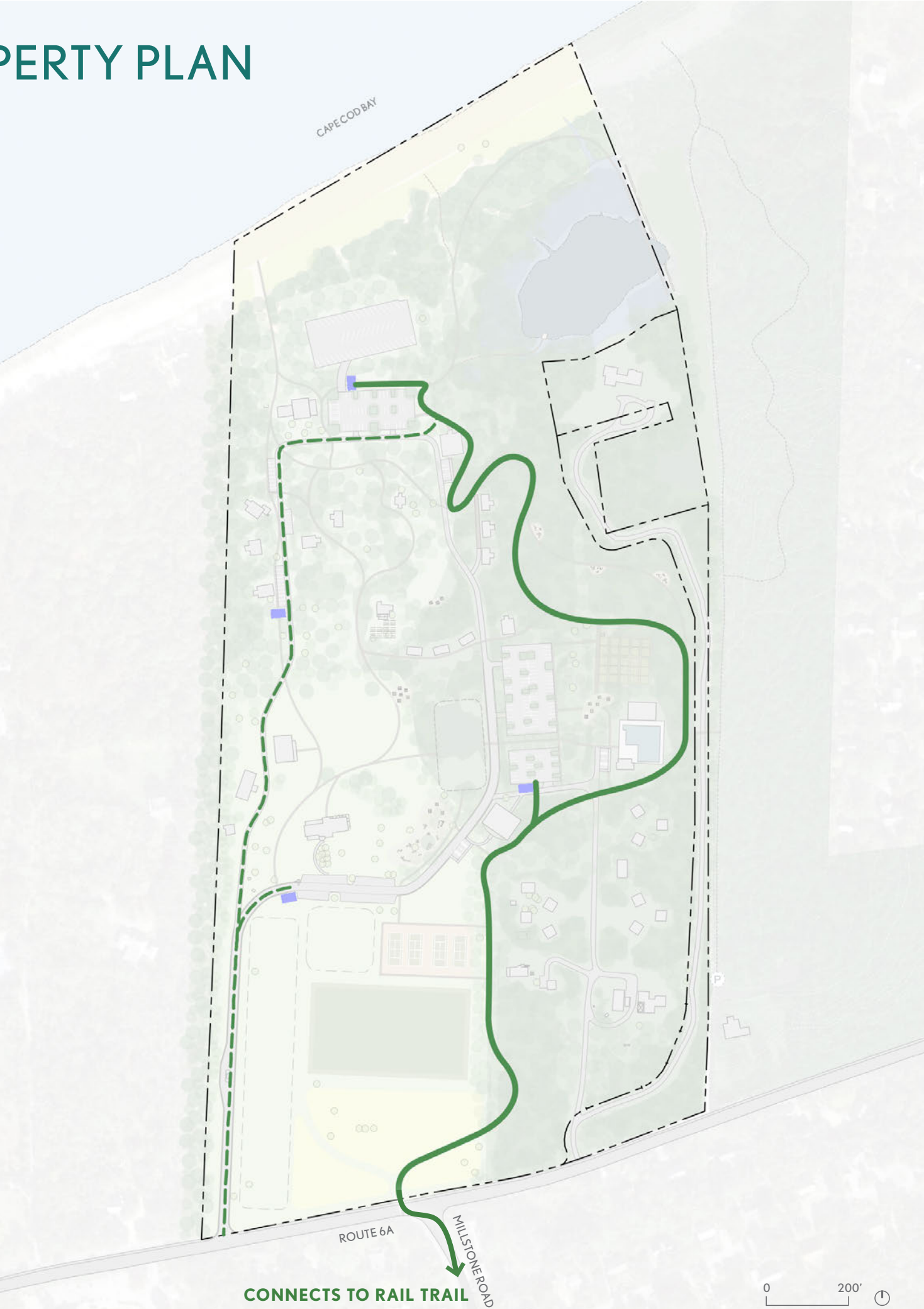


**MEADOW LOOP**

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

# PROPOSED BAY PROPERTY PLAN

## Bike Circulation



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

# COMMUNITY CENTER

# COMMUNITY CENTER

## Town Context

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



# COMMUNITY CENTER

Community Feedback - Desired Public Facilities

## Does the Town really need a Community Center?

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

### COUNCIL ON AGING

Library/reading room  
Medical exam/treatment rooms  
Game rooms

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

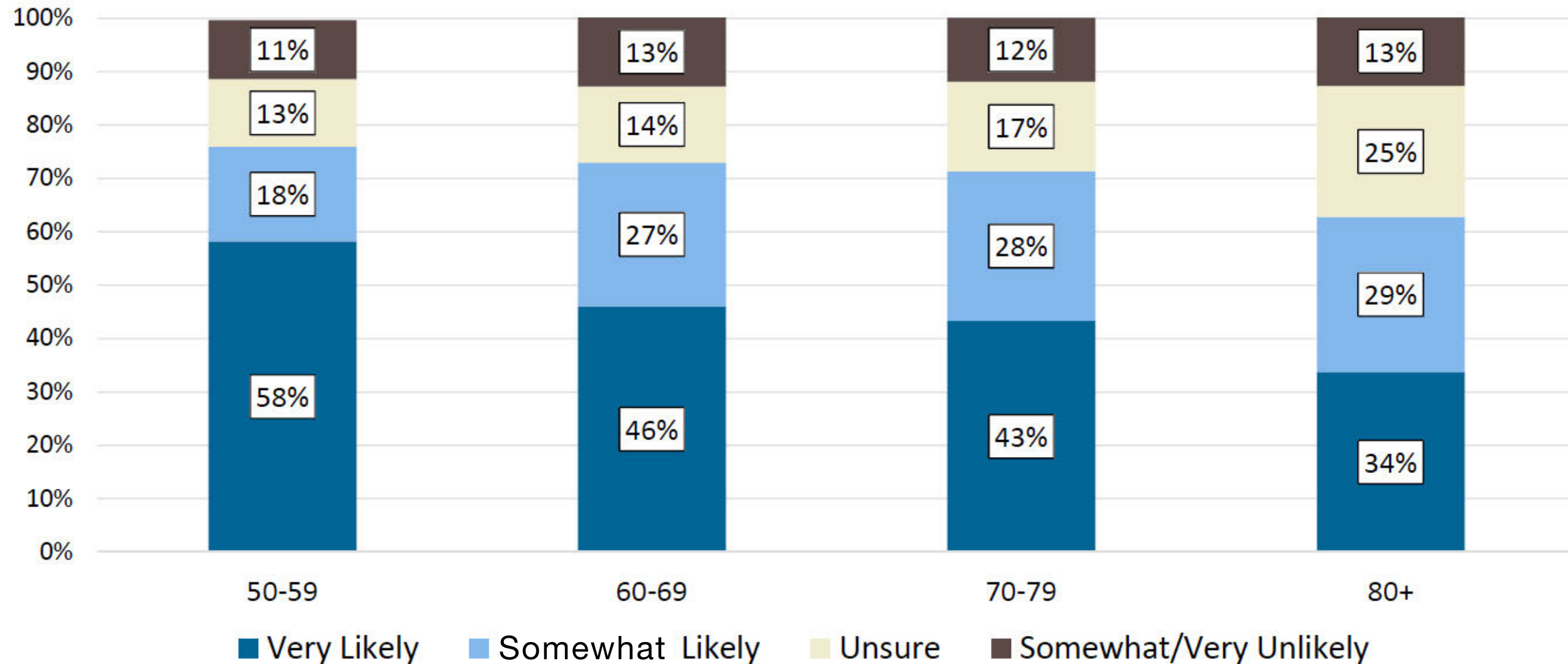
### REC DEPARTMENT

Gymnasium  
Fitness classrooms  
Sport courts

# COMMUNITY CENTER

COA Survey

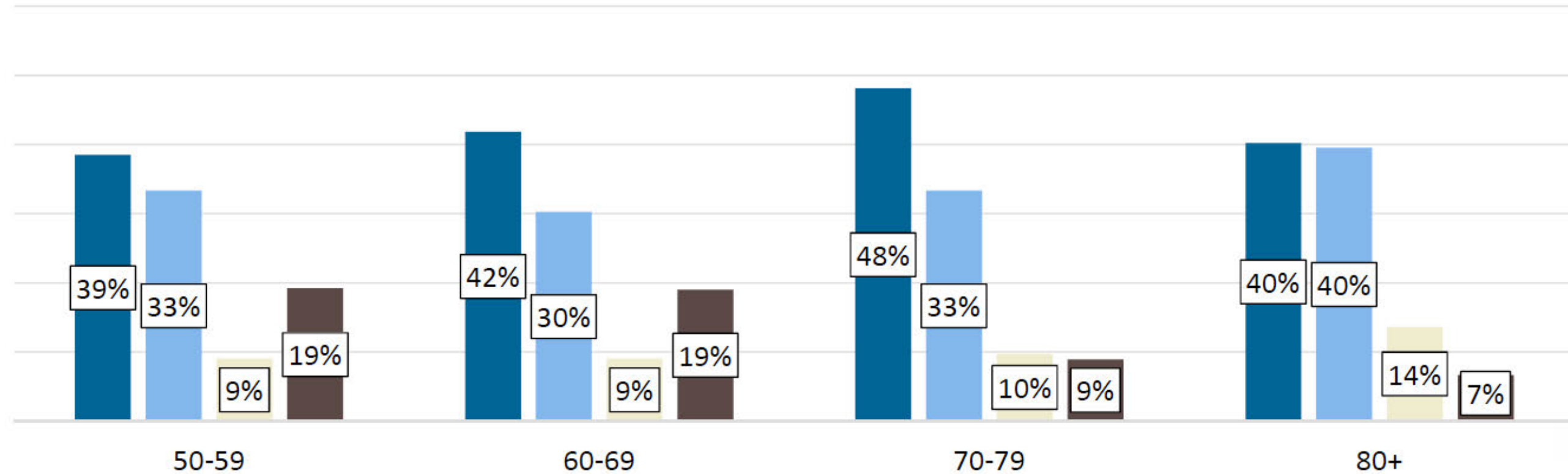
How likely is it that you, or members of your household, would use a multigenerational community center at the former Sea Camps?



# COMMUNITY CENTER

COA Survey

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



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



# COMMUNITY CENTER

## Key Questions

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

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



SUMMER RECREATION



COUNCIL ON AGING



FITNESS



EDUCATION



YOUTH PROGRAMS



ARTS

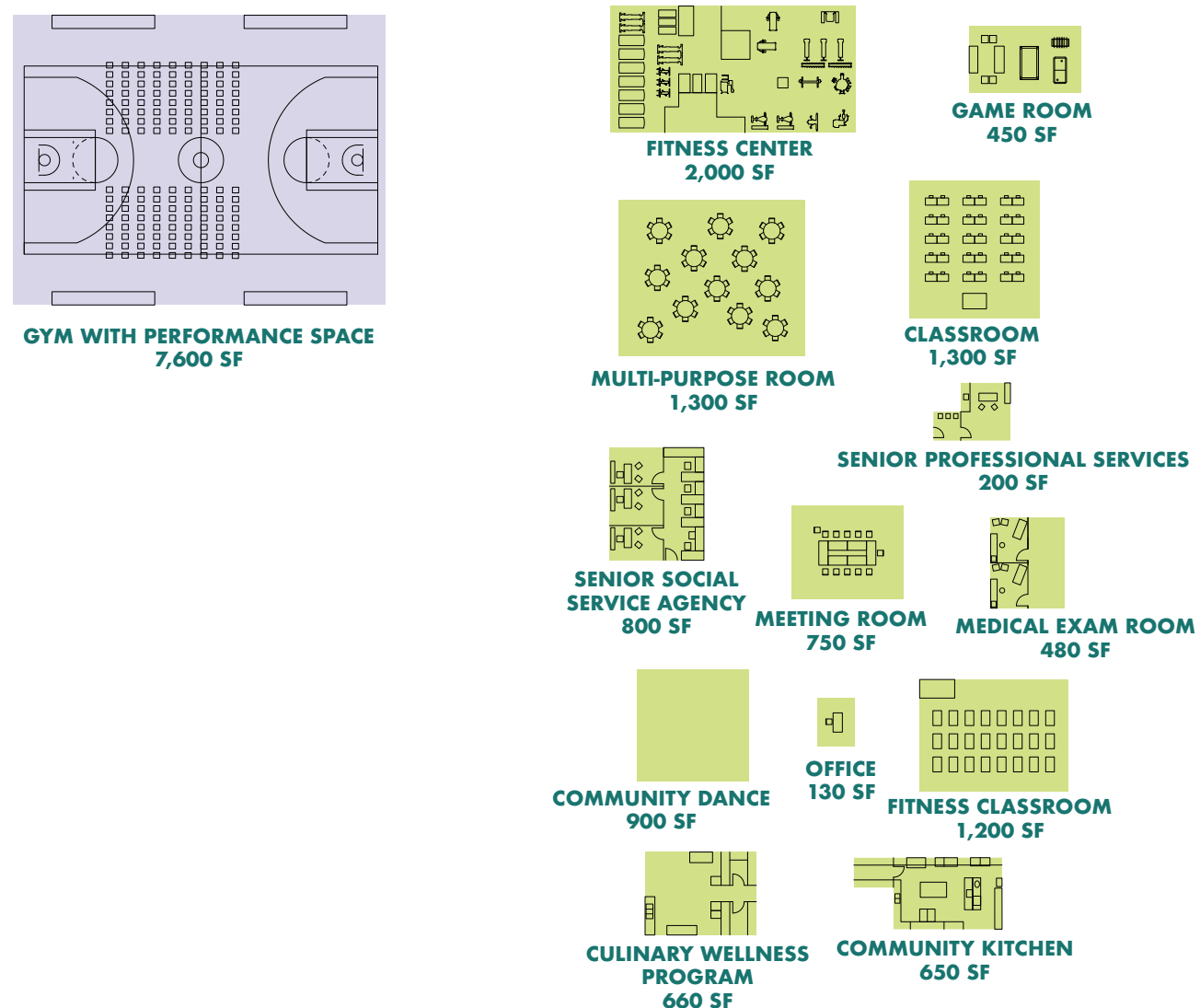
# COMMUNITY CENTER

Community Feedback - Desired Public Facilities

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

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

### SPACES REQUIRED FOR DESIRED FACILITIES



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



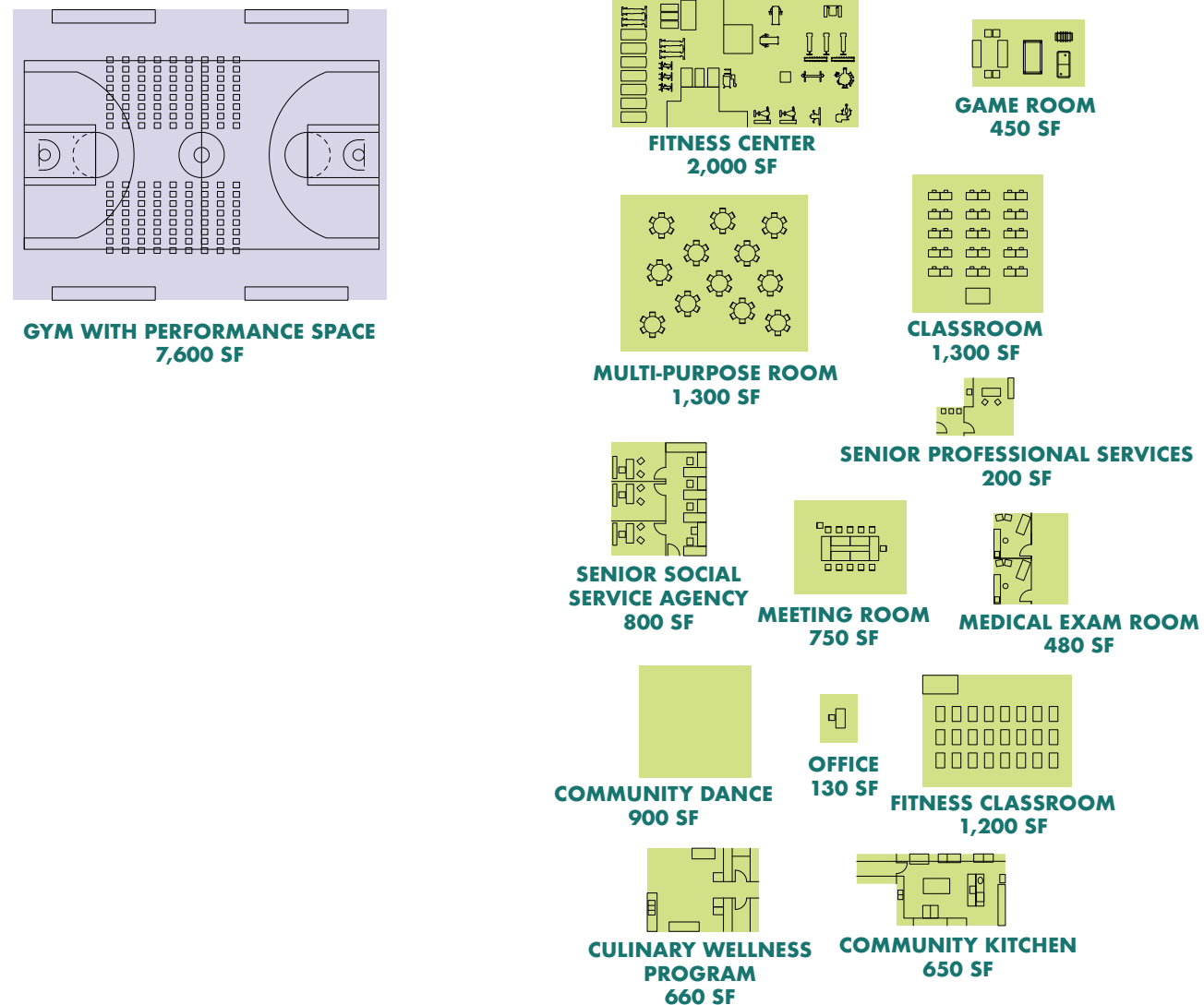
# COMMUNITY CENTER

Community Feedback - Desired Public Facilities

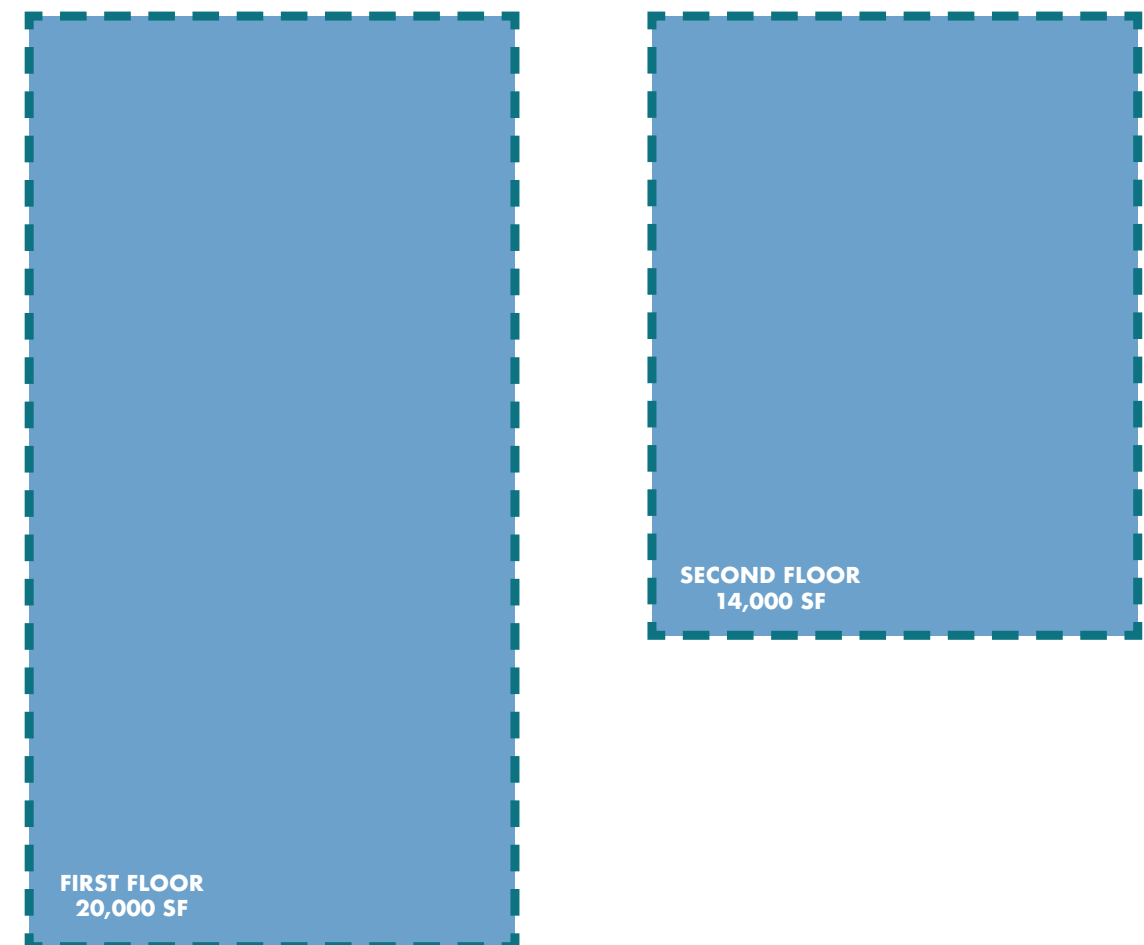
## Can we fit all desired public facilities in a new Community Center?

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

### SPACES REQUIRED FOR DESIRED FACILITIES



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



# COMMUNITY CENTER

## Key Questions

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

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

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

# COMMUNITY CENTER

## Key Questions

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

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

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

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



# COMMUNITY CENTER

## Key Questions

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

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

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

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

# COMMUNITY CENTER

## Key Questions

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

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

**BAY PROPERTY  
FUTURE MUNICIPAL  
USES**

# BAY PROPERTY FUTURE MUNICIPAL USES

## What are future municipal uses?

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

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

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

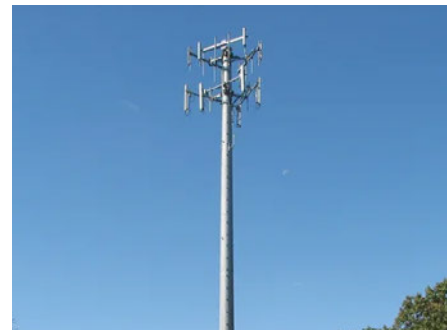
A separate community process will take place to determine future uses on the remaining 8 acres of the bay property. Once finalized, those plans will be brought back to a future Town Meeting for resident approval.

## When will the future municipal uses be determined?

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



NEIGHBORHOOD WASTEWATER TREATMENT PLANT



CELL TOWER



HABITAT PROTECTION



HOUSING



UNANTICIPATED USES

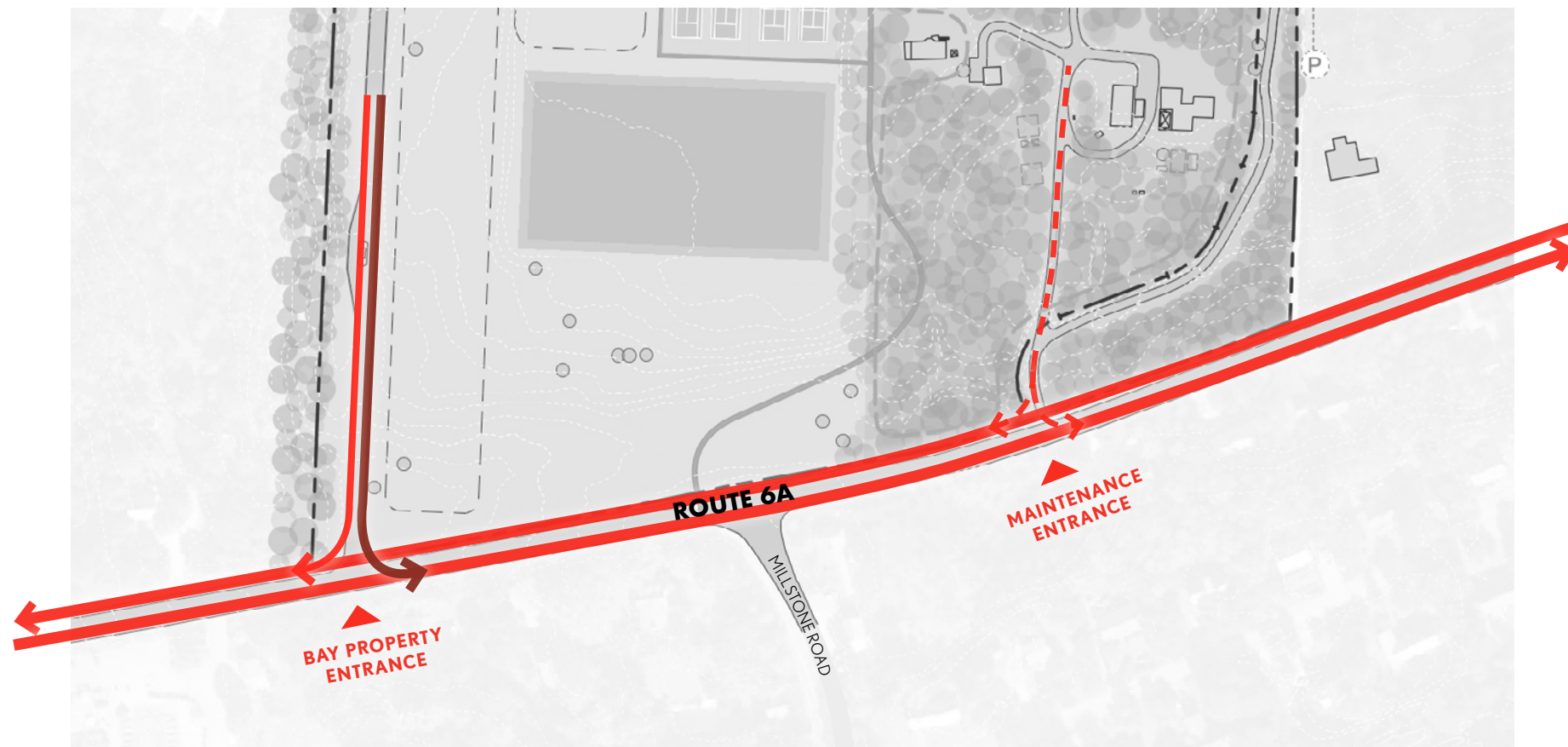
# BAY PROPERTY TRAFFIC

# BAY PROPERTY PRELIMINARY TRAFFIC STUDY

## Traffic Impacts

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

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

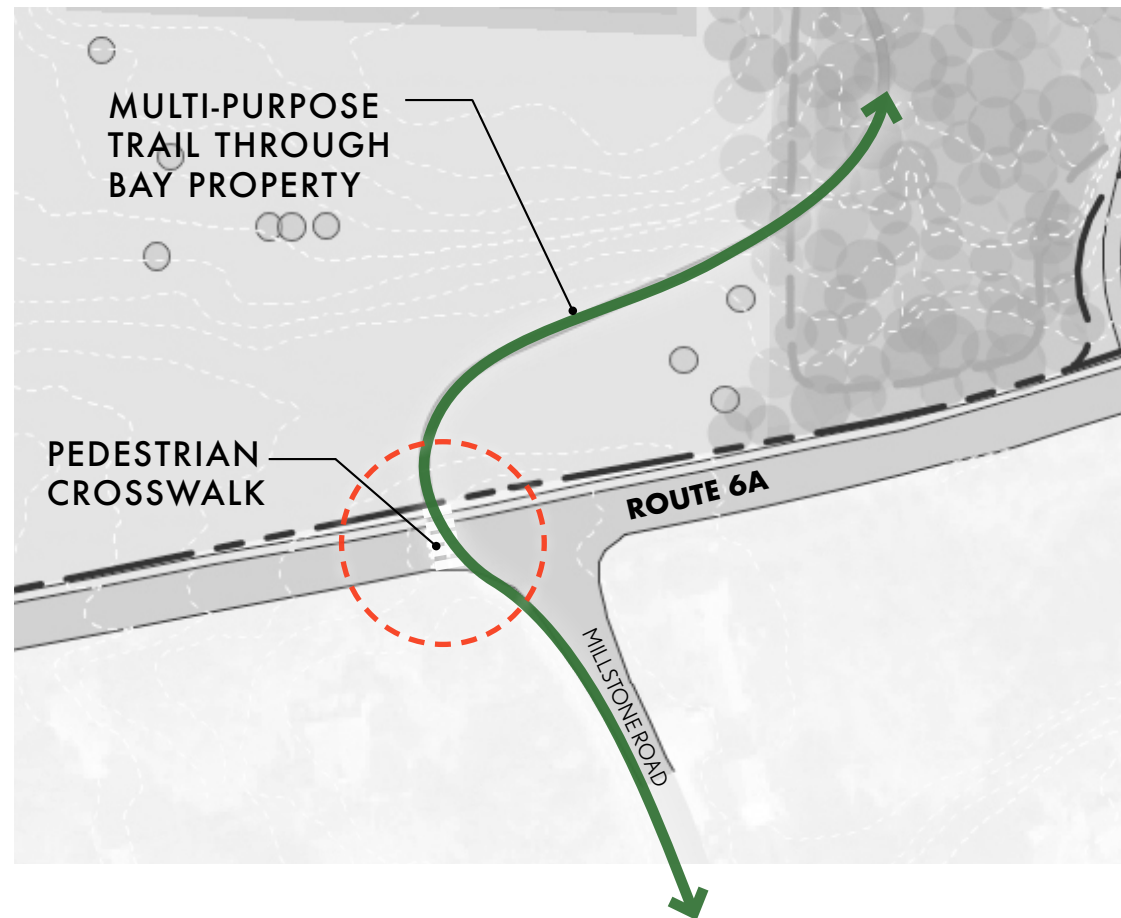


# BAY PROPERTY PRELIMINARY TRAFFIC STUDY

## Pedestrian and Bike Access

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

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



# BAY PROPERTY PARTNERSHIPS



# PARTNERSHIPS - BAY PROPERTY

Mass Audubon

## Mass Audubon

Amount pledged for Bay Property: \$2 million

### Partnership includes:

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

### Possible programs:

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



# MASS AUDUBON AT THE BAY PROPERTY

How would the partnership work?

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

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

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

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

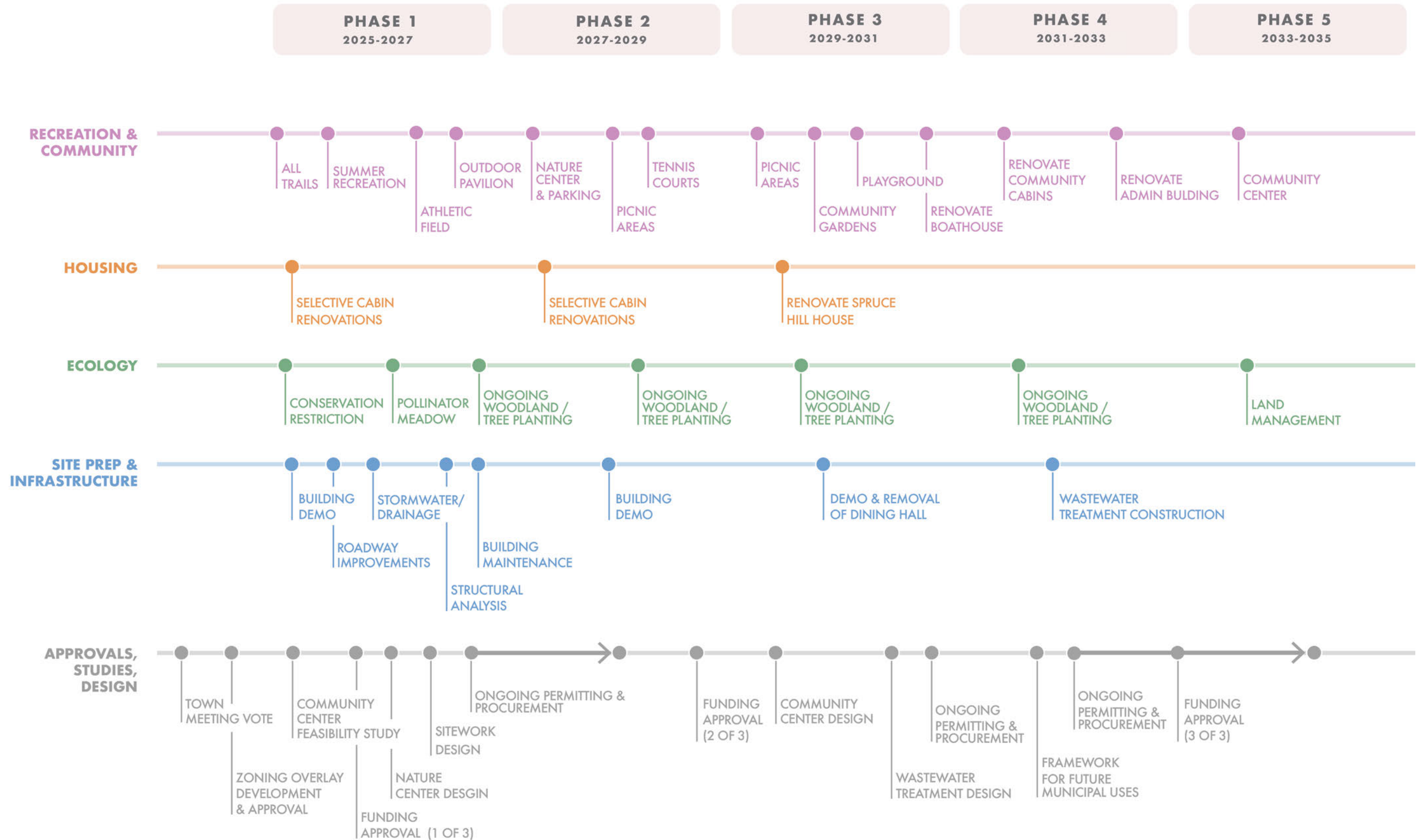
## **What else would Mass Audubon contribute as part of this partnership?**

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

# BAY PROPERTY PHASING

# BAY PROPERTY DRAFT PHASING

Target 2025 - 2033



# BAY PROPERTY DRAFT PHASING

Phase 1 (Target 2025-2027)

## APPROVALS, STUDIES, DESIGN

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

## SITE PREP & INFRASTRUCTURE

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

## RECREATION & COMMUNITY USE

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

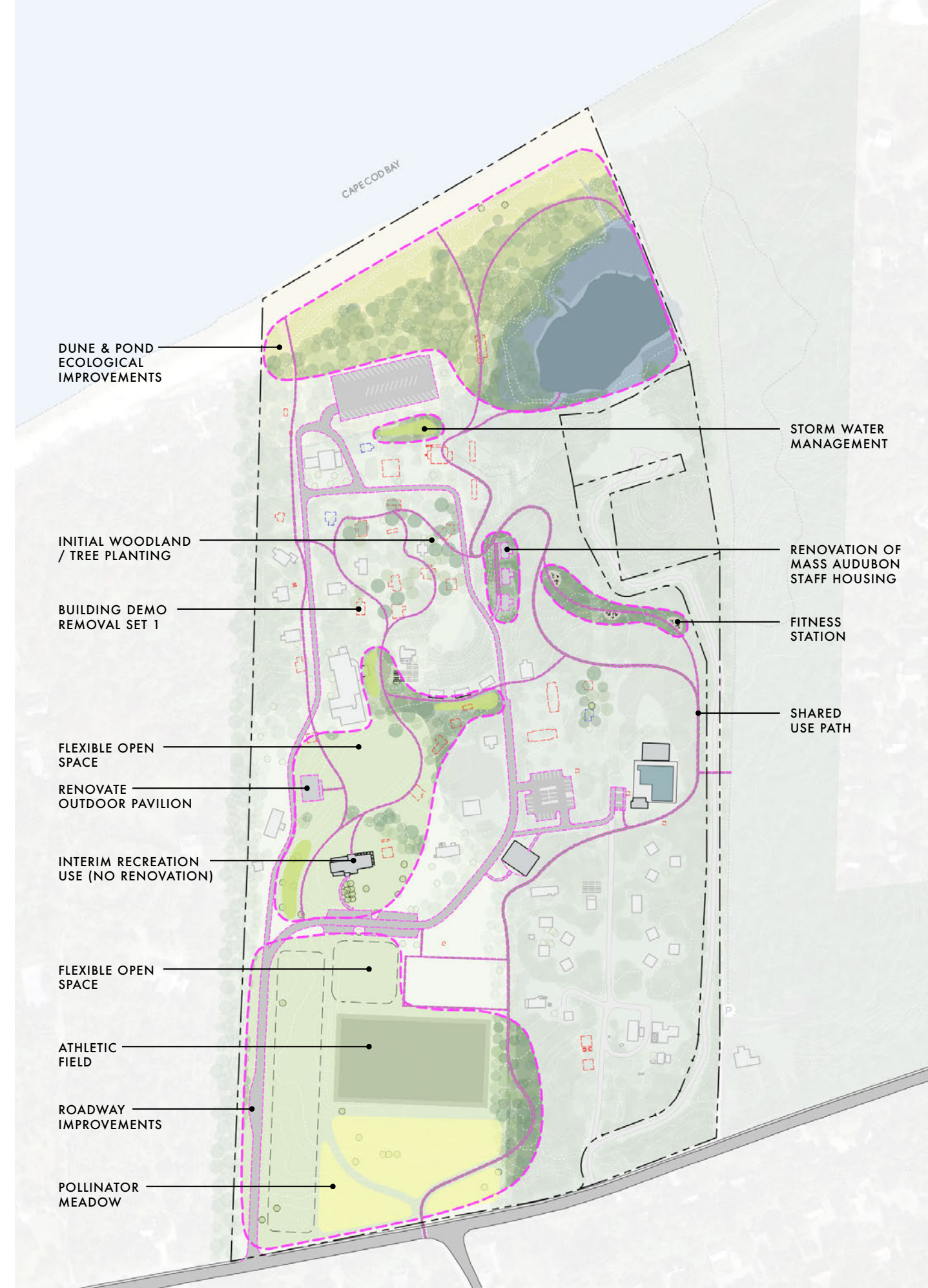
## HOUSING

- Selective housing renovation of existing buildings

## ECOLOGY

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

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



# BAY PROPERTY DRAFT PHASING

Phase 2 (Target 2027-2029)

## APPROVALS, STUDIES, DESIGN

Ongoing permitting and procurement  
Funding approval (2 of 3)

## SITE PREP & INFRASTRUCTURE

Building Demo & Removal set 2

## RECREATION & COMMUNITY USE

Nature Center and parking  
Picnic areas  
Tennis courts

## HOUSING

Selective housing renovation of existing buildings

## ECOLOGY

Ongoing woodland/tree planting

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



# BAY PROPERTY DRAFT PHASING

Phase 3 (Target 2029-2031)

## APPROVALS, STUDIES, DESIGN

Ongoing permitting and procurement

Community Center Design (if applicable)

Design for Wastewater Treatment Plant

## SITE PREP & INFRASTRUCTURE

Demolition and removal of dining hall

## RECREATION & COMMUNITY USE

Playground

Picnic Areas

Community Gardens

Renovate boathouse for concessions/events

## HOUSING

Renovate Spruce Hill House for staff housing

## ECOLOGY

Ongoing woodland/tree planting

PHASE 3 TOTAL COST:

**\$10,400,000**



# BAY PROPERTY DRAFT PHASING

Phase 4 (Target 2031-2023)

## APPROVALS, STUDIES, DESIGN

Ongoing permitting and procurement

Establish Framework for Future Municipal Uses (Secluded Area)

Funding approval (3 of 3)

## SITE PREP & INFRASTRUCTURE

Wastewater treatment plant construction (location TBD)

## RECREATION & COMMUNITY USE

Renovate administration building

Renovate cabins for community use and add parking

## HOUSING

## ECOLOGY

Ongoing woodland/tree planting

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





# BAY PROPERTY DRAFT PHASING

Phase 5 (Target 2033-2035)

## APPROVALS, STUDIES, DESIGN

Ongoing permitting and procurement

## SITE PREP & INFRASTRUCTURE

## RECREATION & COMMUNITY USE

Community Center  
Construction and Parking  
(if applicable)

## HOUSING

## ECOLOGY

Land Management

PHASE 5 TOTAL COST:

**\$31,000,000**



# FINANCING AND COST

# POND PROPERTY OVERALL COST ESTIMATION

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

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

# BAY PROPERTY OVERALL COST ESTIMATION

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

# FINANCING

## Sources

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

Financing options will include a combination of the following:

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

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

# FINANCING

## Sequencing

### How will this impact my taxes?

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

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

	PHASES	YEAR	ANTICIPATED DEBT ISSUANCE	TAX RATE IMPACT*	TAX BILL IMPACT ON MEDIAN HOME**
<b>Round 1</b>	All Pond + Bay 1&2	2024	\$11.4M	+\$0.11/1000	+\$81
<b>Round 2</b>	Bay 3&4	2028	\$14.5M	+\$0.15/1000 (\$0.26 total)	+\$104 (\$185 total)
<b>Round 3</b>	Bay 5	2031	\$31M	+\$0.31/1000 (\$0.57 total)	+\$223 (\$408 total)

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

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

# THE FUTURE OF THE SEA CAMPS!

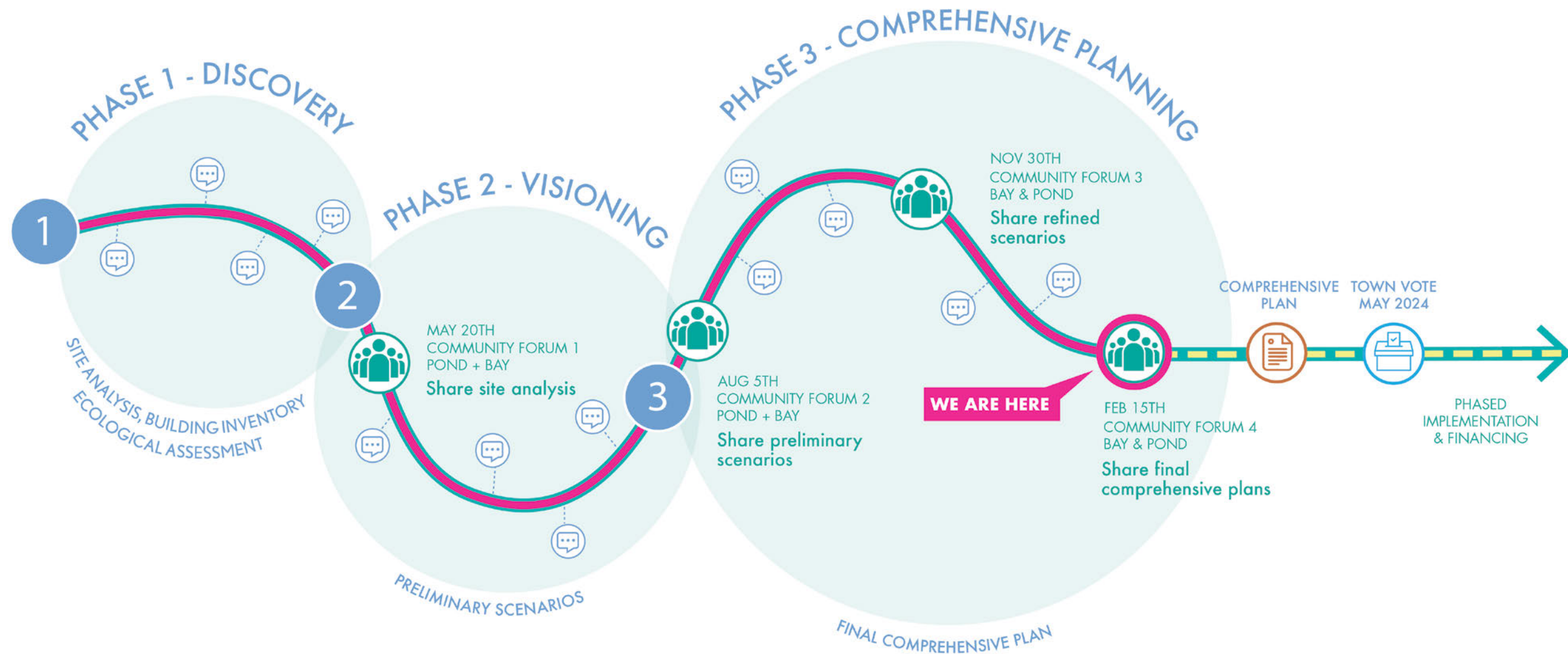


- 3.9 miles of trails (3.3 miles new)
- Trail connections to Spruce Hill and Long Pond Woodlands
- 66 acres of new conservation areas
- Ecological restoration (woodlands, dune restoration and pollinator meadow)
- Mass Audubon and Brewster Conservation Trust Partnerships
- Nature center
- Community housing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

**NEXT STEPS**



# NEXT STEPS



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

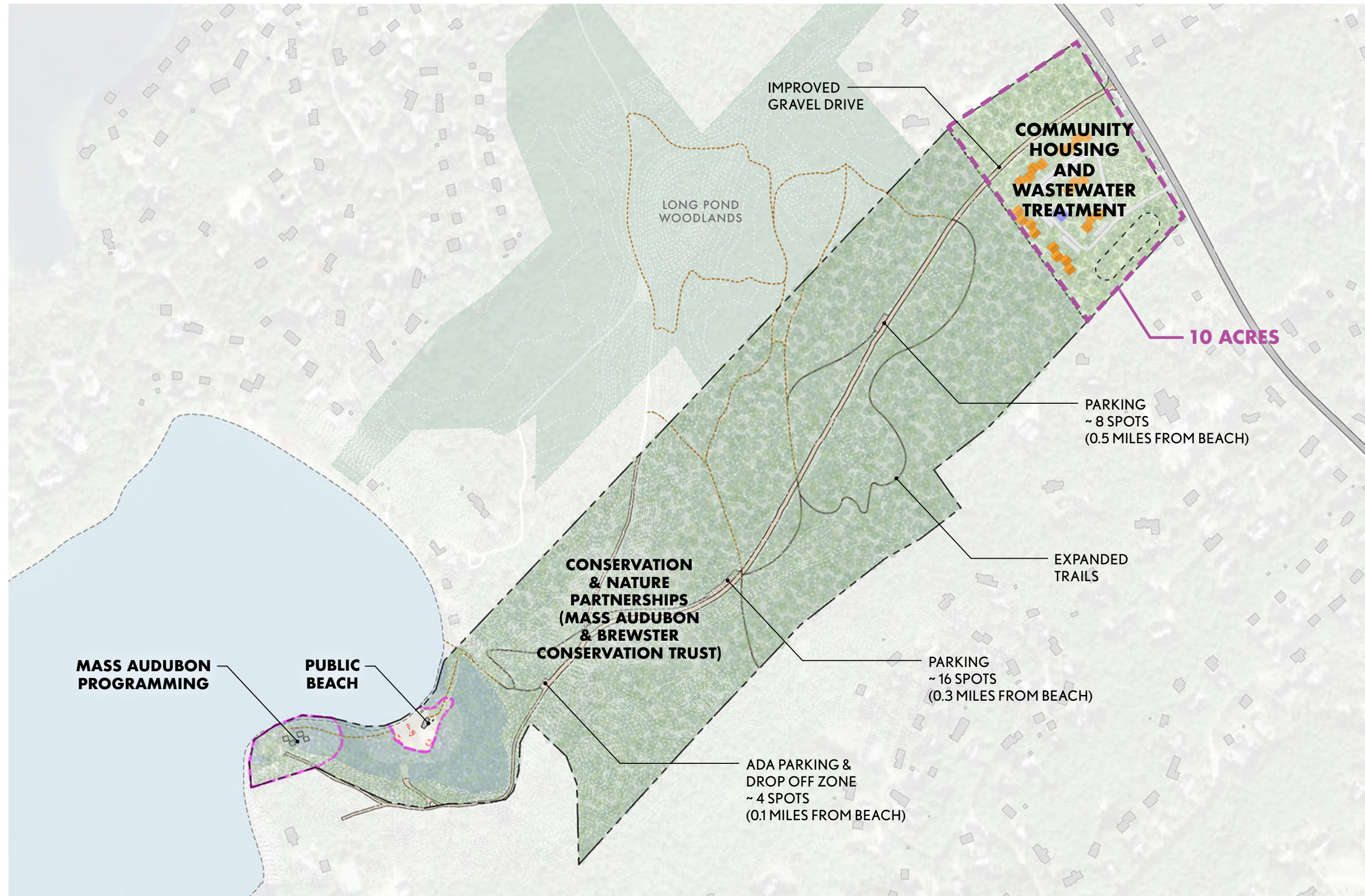
## QUESTIONS AND ANSWERS (40 MINUTES)

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



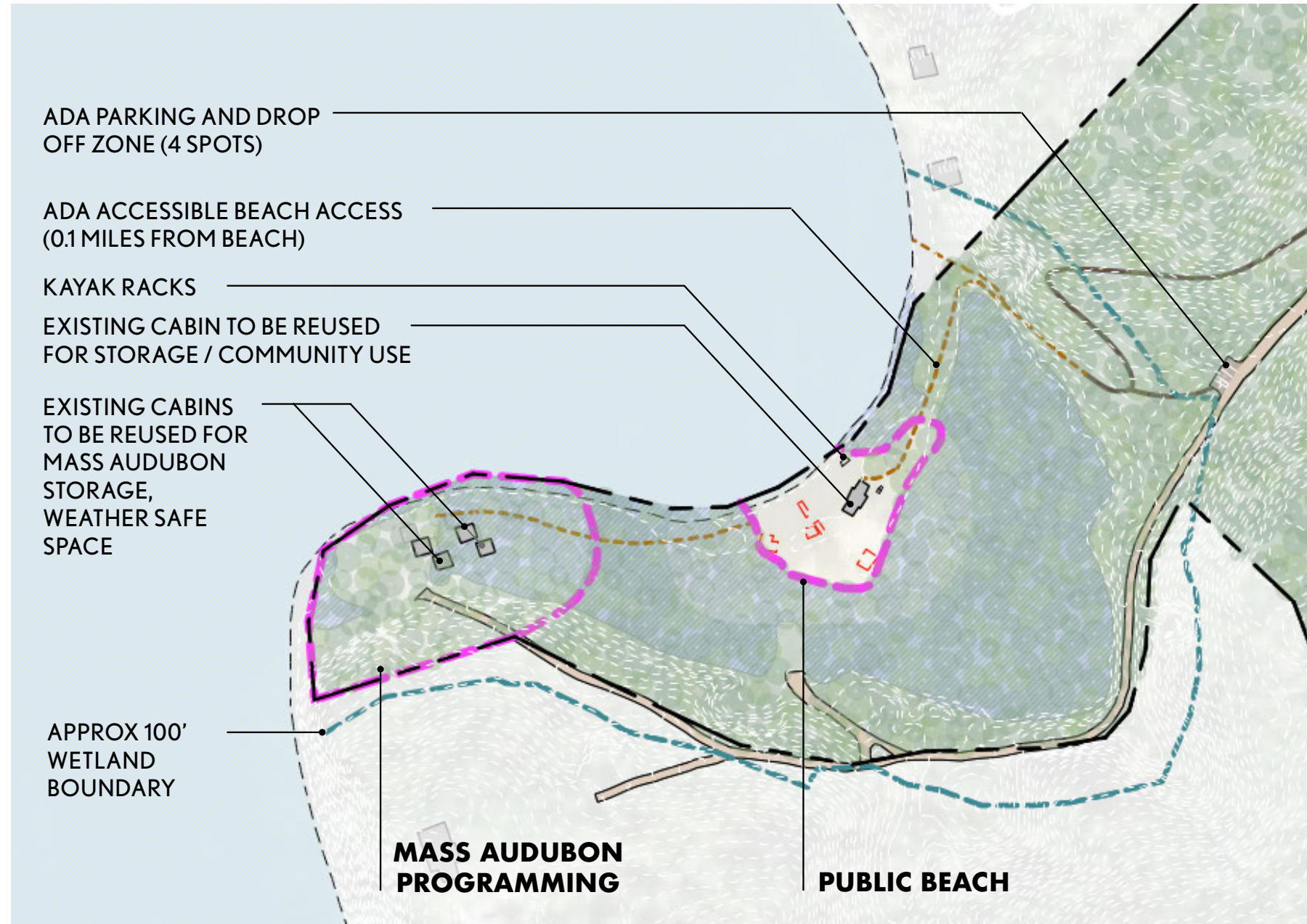
# POND PROPERTY COMPREHENSIVE PLAN

## Overall Plan



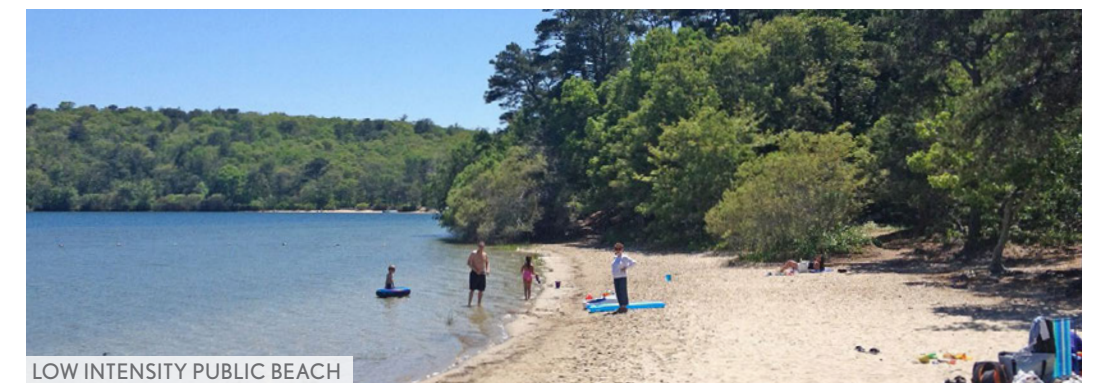
# POND PROPERTY COMPREHENSIVE PLAN

## Enlarged Beach Access Area



### Mass Audubon Desired programs:

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



# BAY PROPERTY COMPREHENSIVE PLAN



RESTORE COASTAL DUNE



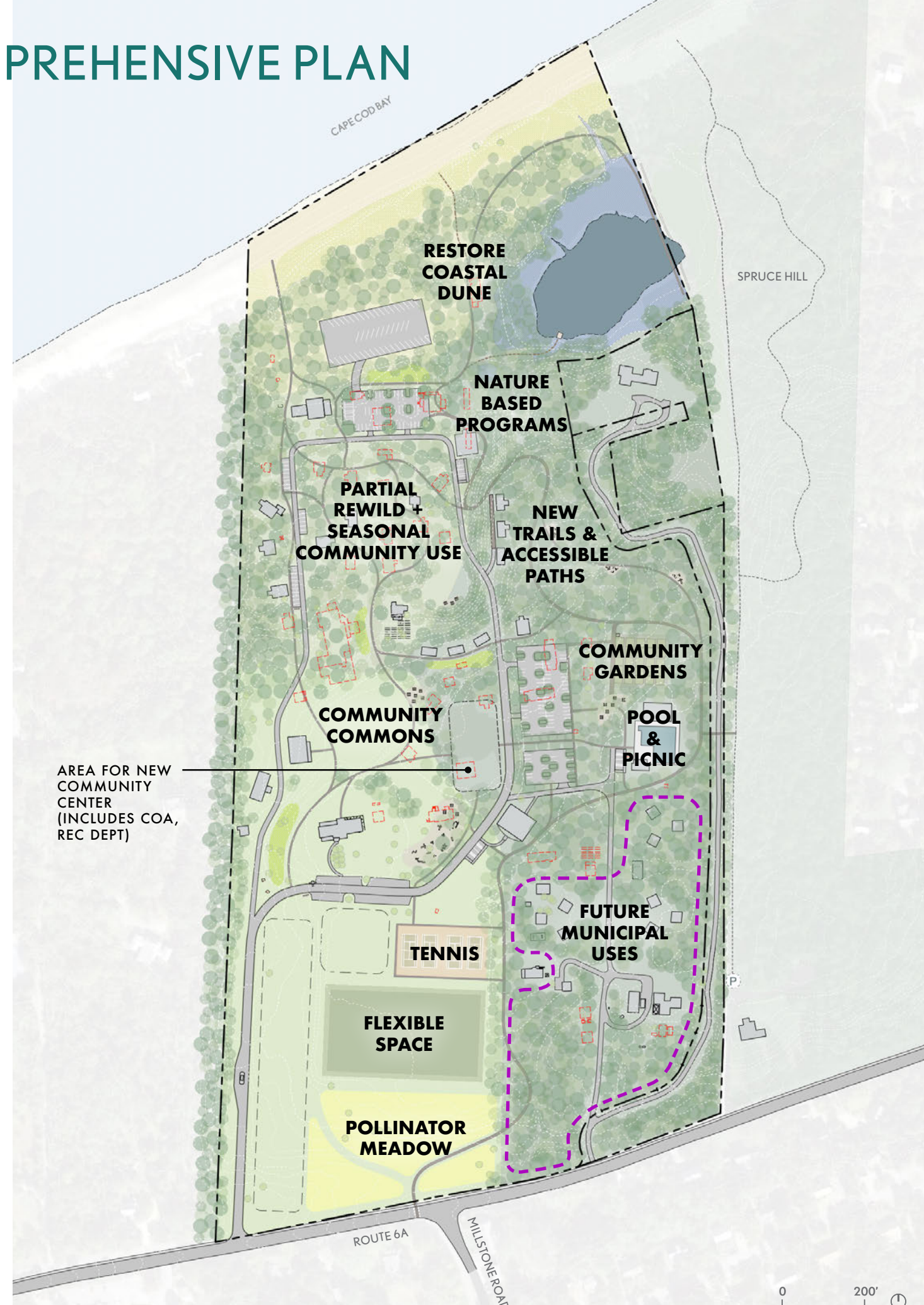
PARTIAL REWILD & SEASONAL COMMUNITY USE



COMMUNITY COMMONS



FLEXIBLE SPACE



NATURE BASED PROGRAMS



NEW TRAILS & ACCESSIBLE PATHS



POOL



WOODLAND BUFFER



COMMUNITY GARDEN

# HOW TO STAY UP TO DATE WITH OUR PLANNING

**Join a Pond Property tour!**

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

## **Project Updates**

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

## **Committee Meetings**

Bay Property: Twice a month Tuesdays 4-6pm

Pond Property: Twice a month Wednesdays 4-6pm

## **Town Meeting Vote**

Saturday May 11, 2024 at 1PM

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

# Thank you!



## Donna Kalinick

---

**From:** Peter Lombardi  
**Sent:** Wednesday, February 21, 2024 2:33 PM  
**To:** Elizabeth Hoffman; bppc; Pond Parcel Planning; townmanager  
**Subject:** RE: Sea Camps Plans - Affordability

Hi Beth,

Thank you for contacting us with your comments and questions. Slides 87-91 of last Thursday's forum identify anticipated costs to implement the plans over the next decade: [https://www.brewster-ma.gov/sites/g/files/vyhlf6286/f/uploads/240215\\_community\\_forum\\_4\\_final\\_small.pdf](https://www.brewster-ma.gov/sites/g/files/vyhlf6286/f/uploads/240215_community_forum_4_final_small.pdf)

I would encourage you to listen to this portion of last week's presentation that focuses on costing, phasing, and financing if you haven't do so already – it starts at the 1 h 26 min mark and runs about 12 minutes: <https://reflect-brewster-ma.cablecast.tv/CablecastPublicSite/show/7893?site=1>

The consultants developed reasonable but conservative estimates for all of the elements included in the plans, including soft costs, contingencies, and cost escalation over time.

We have also identified a number of alternative funding sources that will help offset a portion of the cost impact on taxpayers.

If the plans are approved, we would bring several rounds of funding requests to Town Meeting and the ballot over the next 5+ years. Our estimates for each phase and their potential cumulative impact on resident tax bills are laid out on Slide 91. Based on current estimates and high-level planning, we expect it would cost about \$400/year per household to fully implement these plans as presented. The impacts of these tax increases will be phased in over multiple years. It is important to note that we are retiring about \$1.5M in annual debt payments (almost \$200/year currently included in property tax bills) for various town projects that had been financed through debt exclusions over the next 8-12 years (eg. new fire station) – that is the equivalent of financing Phases 1-4 of the Bay Property Plan. Also, for comparison purposes, Brewster's share of excluded debt for the Nauset Regional High School project will be almost exactly the same as the cost to finance everything in the Sea Camps plans, including the community center.

Building a new community center in Phase 5 is more than half of the total estimated cost to implement the plans. If the plans are approved this spring, the Town would bring a funding request to Town Meeting and the ballot next fall that would include a \$300k appropriation to undertake a community center feasibility study. Once that study is complete, we will have a much better handle on the size and scale and costs of a new facility. Residents will then be asked whether they want to move forward with designing and constructing a new building.

Approving these plans does not bind us to implement every element. What we have presented in terms of suggested phasing and financing is preliminary and it may evolve over time depending on available funds and feedback from the community. Residents will have multiple opportunities to weigh in on these planning processes and to vote on a series of funding requests.

I hope this helps answers your questions.  
Peter

**Peter Lombardi**  
Town Manager  
Town of Brewster



508-896-3701 x. 1128

*Brewster Town Offices are open to the public Monday through Thursday from 8:30am to 4:00pm, and by appointment on Fridays.*

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**From:** Elizabeth Hoffman <elizabethhoffman@hotmail.com>

**Sent:** Wednesday, February 21, 2024 2:02 PM

**To:** bppc <bppc@brewster-ma.gov>; Pond Parcel Planning <pppc@brewster-ma.gov>; townmanager <townmanager@brewster-ma.gov>

**Subject:** Sea Camps Plans - Affordability

To those Involved in Sea Camps + Pond Plans,

These are thoughtful ambitious plans but it is bewildering to me how the town is going to pay for this without increasing taxes materially and/or burdening future generations. Brewster is a town of 10,000 residents and I fear this project is beyond the reasonable affordability of its tax payors. It would be grossly unfair to disproportionately tax part-time residents as full-time residents have more use of the site year-round. If I've missed the materials that share the forecasted tax impact on the town's residents (including both full and part-time residents), could I ask that someone please share these with me or point me to where I can find this information? I'm hopeful my math is wrong, but I'm worried.

Sincerely,

Beth Hoffman

# FINANCING AND COST

# POND PROPERTY OVERALL COST ESTIMATION

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

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

# BAY PROPERTY OVERALL COST ESTIMATION

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

# FINANCING

## Sources

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

Financing options will include a combination of the following:

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

## Sequencing

### How will this impact my taxes?

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

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

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

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

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

## Donna Kalinick

---

**From:** Peter Lombardi  
**Sent:** Wednesday, February 21, 2024 11:14 AM  
**To:** Peter Levy; bppc; Pond Parcel Planning; townmanager  
**Subject:** RE: Questions about Sea Camps Plans

Hello Peter,  
Thank you for reaching out about this and for your positive feedback. The answers to your questions are below in [blue](#).  
Thanks again,  
Peter

**Peter Lombardi**  
Town Manager  
Town of Brewster  
508-896-3701 x. 1128

*Brewster Town Offices are open to the public Monday through Thursday from 8:30am to 4:00pm, and by appointment on Fridays.*

---

**From:** Peter Levy <peterlevy51@gmail.com>  
**Sent:** Saturday, February 17, 2024 1:04 PM  
**To:** bppc <bppc@brewster-ma.gov>; Pond Parcel Planning <pppc@brewster-ma.gov>; townmanager <townmanager@brewster-ma.gov>  
**Subject:** Questions about Sea Camps Plans

After viewing the informative presentation on the Pond and Bay Sea Camp parcel plans, I have a couple of questions. I would also like to commend the Committees, town employees, and consultants who worked on the planning for doing such a great job.

I have two questions/comments:

1. The planning for the pond property is more straight-forward and much less costly than the planning for the bay property. Will there be separate warrant articles at the town meeting for the two plans? It seems to me like this would be a good idea. [The Select Board will decide on what form the plans are presented to Town Meeting, including whether they are brought forward for a vote through one warrant article or two. I expect they will begin these conversations at their meeting next Monday and they will decide next month.](#)
2. I'm having a hard time understanding how the agreement with Mass Audubon will play out. I see that they are contributing about \$3.5 million (out of about \$70 million) to the overall Capital Cost for developing the properties and will have a presence on the property (I assume in perpetuity). It would be helpful if more details about their presence would be presented.
  - a. What sort of programs will they be running on the site? [The framework for the Town's partnership with Mass Audubon on both properties are outlined in slides 36 & 37 \(pond\) and slides 78 & 79 \(bay\) of last Thursday's presentation - \[https://www.brewster-ma.gov/sites/g/files/vyhlif6286/f/uploads/240215\\\_community\\\_forum\\\_4\\\_final\\\_small.pdf\]\(https://www.brewster-ma.gov/sites/g/files/vyhlif6286/f/uploads/240215\_community\_forum\_4\_final\_small.pdf\). A majority of the programming is expected to occur on the pond property, which may include a small seasonal day camp, adult nature study workshops, field trips for Wellfleet Bay camp, afterschool programs, guided walks, kayak trips, and/or partnering with our Recreation Department on kids programming.](#)
  - b. Will Brewster residents have any preference for enrollment in the programs? [When Town Meeting approved the purchase of these properties in September 2021, they authorized the Select Board to negotiate the terms of conservation restrictions on them. Our planned partnership with Mass Audubon](#)

on the pond property would grant them affirmative rights to provide nature-based educational programming. The terms of these agreements have not yet been finalized. They may include some form of a local preference for some programs.

- c. Will Brewster residents receive discounts on program fees? See response to (b) above.
- d. Did the town consider a long-term rental agreement with Mass Audubon instead of a contribution to the capital cost? This could provide the town with more flexibility and control. I do note that while \$3.5 million is a substantial amount of money, it doesn't seem that it is a big enough contribution (5% of total estimated cost) to give up any control of the property. It is longstanding practice for land conservation organizations like Mass Audubon to purchase a conservation restriction for a certain upfront cost. I have attached a very helpful guide on CRs. Brewster has successfully used this model to partner with BCT to conserve hundreds of acres of open space over the past 40 years. In preparing to purchase these properties, the Town had early conversations with both Mass Audubon and BCT about partnerships along these lines for the pond property. See slide 25 from our August 2021 presentation to the community - [https://www.brewster-ma.gov/sites/g/files/vyhlif6286/f/uploads/town\\_public\\_forum\\_on\\_sea\\_camps\\_acquisition\\_aug\\_17.pdf](https://www.brewster-ma.gov/sites/g/files/vyhlif6286/f/uploads/town_public_forum_on_sea_camps_acquisition_aug_17.pdf). We also referenced them in the warrant book for that Town Meeting. For the pond property, Mass Audubon's \$1.5M contribution helps pay off the cost of acquiring that property. Our goal has been to pay for all \$6M to purchase those 66 acres without increasing taxes. At this point, we are on target to achieve that goal and pay it all off within the next couple years. For the bay property, Mass Audubon's \$2M contribution will cover the costs of constructing a new nature center and office space, including all related infrastructure (parking, septic, etc). Mass Audubon will also pay the Town to rent the 3 cabins adjacent to the nature center for seasonal workforce housing. The terms of those payments are being negotiated.

Again, thank you for all your hard work.

Peter Levy

33 Damon Road



# MASS AUDUBON

A Partner at the Pond Property

## Mass Audubon

Amount pledged for Pond Property: \$1.5 million

### Partnership includes:

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

### Possible programs:

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



# MASS AUDUBON

How would the partnership work at the Pond Property?

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

No membership costs to access any portion of the properties.

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

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

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

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

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

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

# PARTNERSHIPS - BAY PROPERTY

Mass Audubon

## Mass Audubon

Amount pledged for Bay Property: \$2 million

### Partnership includes:

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

### Possible programs:

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



# MASS AUDUBON AT THE BAY PROPERTY

How would the partnership work?

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

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

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

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

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

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

# Cape Cod Sea Camps Pond Property Tours

Join us for a self-guided tour of the  
**Pond Property**

**Dates:** Saturday April 6th and Wednesday April 10th

**Time:** 10am to 2pm

**Location:** Meet at Captain's Golf Course parking lot: Council on Aging vans leaving every 15 minutes

**Sign up for a time slot on Eventbrite:**

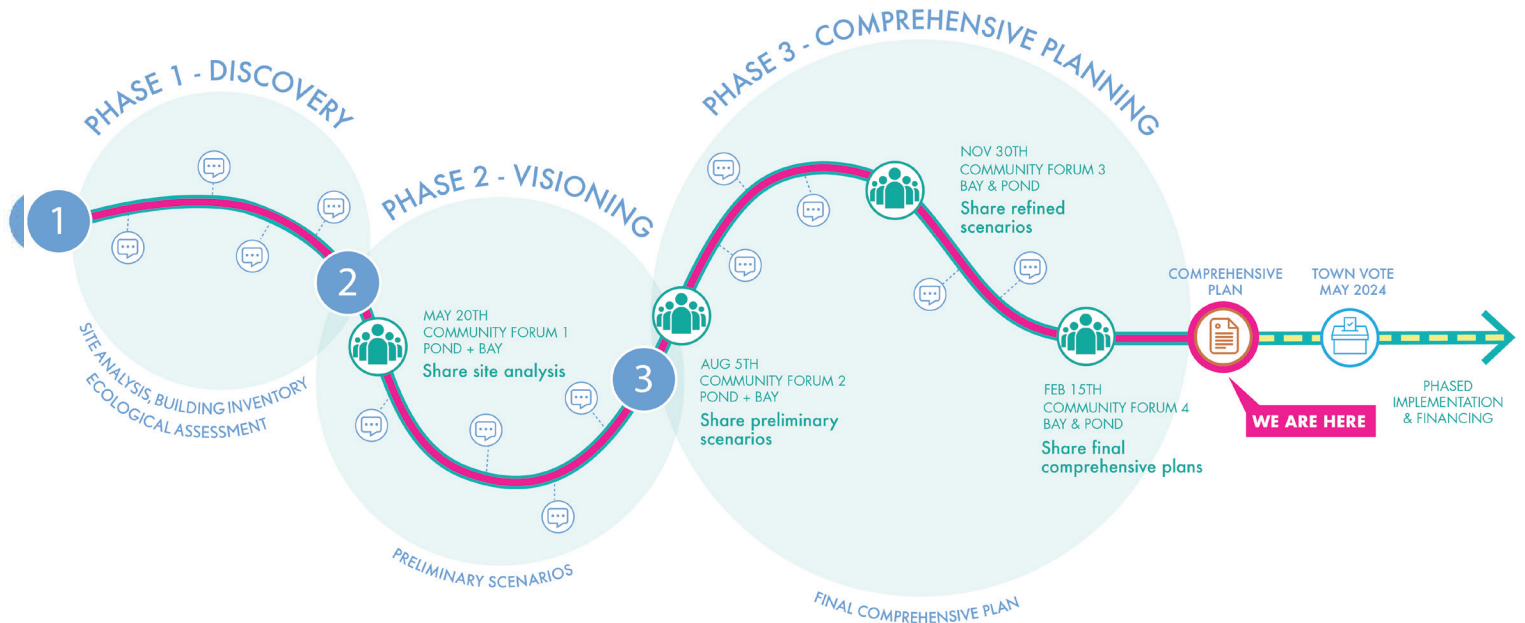
**Saturday April 6th:** <https://www.eventbrite.com/e/cape-cod-sea-camps-pond-property-tours-tickets-847610504837?aff=oddtcreator>

**Wednesday April 10th:** <https://www.eventbrite.com/e/cape-cod-sea-camps-pond-property-tour-tickets-853838864027?aff=oddtcreator>

**Questions about the tours: Email Donna Kalinick, [dkalinick@brewster-ma.gov](mailto:dkalinick@brewster-ma.gov)**



# Where we are in the process:



## Community Forum

Identify your priorities with the planning team



## Committee Meetings

Tune in to public meetings where community representatives workshop ideas with the planning team



## Comprehensive Planning Document

See the vision for the future of the Sea Camp Properties



## Town Vote

Vote to approve the comprehensive plans at the May 11, 2024 Town Meeting

Informational sessions hosted by Town Staff and Committee Members, leading up to the final vote to approve the comprehensive plans at Town Meeting on May 11, 2024 at 1pm.

Open Houses on the Bay Property: April 17th 10am to 2pm and April 27th 1pm to 5pm.

For more details about the long-term planning process, information on Pond Property and Bay Property Planning Committee meetings and interim activities at both properties, please visit the project page, <https://www.brewster-ma.gov/cape-cod-sea-camps-properties>. To contact one of the committees, please email us at [pppc@brewster-ma.gov](mailto:pppc@brewster-ma.gov) (pond property) or [bppc@brewster-ma.gov](mailto:bppc@brewster-ma.gov) (bay property).



BEACH AT POND PROPERTY



# Town of Brewster

2198 Main Street  
Brewster, MA 02631-1898  
Phone: (508) 896-3701  
www.brewster-ma.gov

**Office of:**  
Select Board  
Town Manager

## MINUTES OF THE POND PROPERTY PLANNING COMMITTEE

**Date:** February 7, 2024  
**Time:** 4:00pm  
**Place:** 2198 Main Street

**Participants:** Chair Doug Wilcock, Cindy Bingham, Kari Hoffmann, Elizabeth Taylor, Tim Hackert, Jan Crocker, Assistant Town Manager Donna Kalinick

**Remote Participants:** Chris Williams, Steve Ferris, Katie Gregorie, Chris Ellis

**In Attendance:** Melissa Lowe (Mass Audubon), Tino Kamarck (Brewster Conservation Trust), Chris Miller (Natural Resources Director)

**Absent:** Cindy Baran

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

Chair Wilcock called the meeting to order at 4:01pm, declared a quorum stating members in person and those participating remotely. Chair Wilcock read the meeting participation statement and the recording statement.

### Public Announcements and Comment

None

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

Ms. Kalinick referenced the materials provided in the packet which include the flyer for the forum and the draft phasing and financing plans that will be presented at the forum. The draft phasing and financing is information that the public asked for after the last forum. Ms. Kalinick shared that there will be guest speakers at the forum, including Mark Nelson who will present the wastewater treatment slides that relate to the pond property. He will also be available during the question-and-answer portion of the forum. Jill Scalise, Brewster's Housing Coordinator, will be available to answer questions about general housing. Ms. Kalinick reviewed the overall format for the forum, noting that there will not be breakout sessions, but there will be a question-and-answer segment. Town sponsored information sessions will be scheduled leading up to Town Meeting.

Member Hackert inquired about the \$2.3M price tag for phase 1 of the pond property plan. Ms. Kalinick reviewed that a large portion of the cost is for roadway improvements, about \$750K. This does not include the design and permitting costs, noting that the Town will be subject to the stormwater bylaws. Ms. Kalinick reviewed the financials in more detail, sharing that the information has come from a professional estimator working with Reed Hilderbrand.

- \$100K for stormwater management, with about \$50K for parking and drop off.
- Approx. \$200K for new trails and trail improvements
- Approx. \$50K for beach and related amenities
- \$200K for replanting of disturbed areas



## Town of Brewster

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These numbers don't include the overhead costs, contingencies, design and permitting, also the Town is carrying about 20% for general conditions and overhead in each phase as well as escalation fees. Additionally in phase 1 the Town is carrying \$100K for a wastewater infrastructure feasibility study and \$125K for a community housing feasibility study. Ms. Kalinick shared that in the overall cost estimate slide there will be a column added about possible funding sources when presented to the public.

There were some questions about the improvements to the roadway, at this time it has not been designed or permitted, until those have begun, specific questions cannot be answered. The general layout of the roadway will remain.

Ms. Kalinick clarified that construction costs for the wastewater treatment have not yet been included, ultimately through the request for proposal process this will be discussed with the housing developer. The \$1.5M cost for phase 3 that is currently included as an additional cost, it was suggested that this be clarified for the forum on what the amount includes. Member Hackert also requested that the costs of housing be reviewed as it will be funded through the developer not a cost to the Town. Ms. Kalinick replied that local funding that is put into housing needs to be reflected somewhere and will discuss it with Reed Hilderbrand.

The intention is that parking and at least one path will be ADA compliant, however details will not be available until the design phase. The Town has had discussions with both Mass Audubon and Brewster Conservation Trust to have at least one trail on the property that is an all-access trail.

Though the public will want more details on pricing, these are conceptual plans that have not been approved yet. The pricing is based on assumptions of implementing the plans and we want to provide the public an idea of the costs.

After the forum, the Pond Committee's role will be to help educate the public about the plans, promote the plans, be involved in the information sessions and tours of the property. This is the same for the Bay Property Planning Committee.

Chair Wilcock inquired about Mass Audubon and their ability to hold programming on the site during construction. Melissa Lowe from Mass Audubon shared that the buildings as they exist today are usable for emergency shelter, storage of equipment and quick indoor activities to get out of the sun. Noting that there is no planned demolishing of buildings in the area mapped out for Mass Audubon programming. It was suggested that this be made clear.

Chris Miller noted that Town Administration and the Department of Public Works is working with Conservation on a permitting path forward, but no permits have been applied for at this time.

### **Update from Brewster Conservation Trust (BCT) on Partnership with the Town**

Tino Kamarck shared that the BCT Board has voted to endorse the plan that will be presented at the forum and presumably on to Town Meeting. As a donor driven organization, BCT has to make sure all donors who





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contributed to their Conservation for the Community campaign are in accord with the decision, this process is going on right now. Mr. Kamarck is confident in predicting once officially adopted by the Town that BCT will be able to make available at least \$1M to the Town from the campaign.

### **Short Term Uses of Property Updates**

a. **Recreation & MA Audubon April Vacation -Vote to Approve Request**

Member Bingham moved to approve the Recreation Department using Long Pond parcel near the Pond on April 19, 2024. Seconded by member Hackert. A roll call vote was taken. Member Bingham-yes, Member Hoffmann-yes, Member Taylor-yes, Member Hackert-yes, Member Williams-yes, Member Crocker-yes, Member Ferris-yes, Member Gregorie -yes, Member Ellis-yes, Chair Wilcock-yes. The vote was 10-Yes, 0-No.

b. **Town Plans for Spring Tour Dates- April 6 and 10<sup>th</sup>**

Ms. Kalinick asked for volunteers for the tour dates which will be from 10am – 2pm, these will be self-guided tours. In March the committee will review a flyer and online registration is currently in the works. The 10-acre portion of the property will be marked.

c. **Town Plans for Interim Parking for the Property**

The interim parking plans will be reviewed at the next meeting with the Department of Public Works, a minor stormwater permit has been filed. An application for a Request for Determination of Applicability is intended to be submitted to the Conservation Commission for the maintenance of the road and the interim opening of the property, which will be good for 3 years. Interim parking is expected to be completed in-house by the DPW and will be 5 spaces.

Ms. Kalinick noted that the intention is to have the parking area ready for the tours. Council on Aging vans will run every 15 minutes to drop people off. We will need to convey that we don't want people driving beyond the parking area and there will be no parking on the side of the road or the drive down to the bus turn around area.

The Select Board will have to adopt rules for this property the same way they did when we opened portions of the Bay property. During the self-guided tours handouts of the proposed plans will be available and we will have town staff and volunteers stationed in different areas.

### **FYIs**

Kari Hoffmann expressed her appreciation to Tino Kamarck, Brewster Conservation Trust and Mass Audubon for their partnership.

### **Approval of Minutes from January 10, 2024, and January 23, 2024**

Member Bingham moved to approve the minutes from January 10, 2024. Member Hackert seconded the motion. A roll call vote was taken. Member Bingham-yes, Member Hoffmann-yes, Member Taylor-yes,



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Member Hackert-abs, Member Williams-abs, Member Crocker-yes, Member Gregorie -yes, Member Ellis-yes, Chair Wilcock-yes. The vote was 7-Yes, 0-No, 2-Abs.

Ms. Kalinick noted that the Select Board and the Bay Committee both approved the meeting minutes with no changes. Chair Wilcock requested a small grammatical change. Member Hackert moved to approve the minutes from January 23, 2024, as amended. Member Bingham seconded the motion. A roll call vote was taken. Member Bingham-yes, Member Hoffmann-yes, Member Taylor-yes, Member Hackert-abs, Member Williams-yes, Member Crocker-yes, Member Gregorie -yes, Member Ellis-yes, Chair Wilcock-yes. The vote was 8-Yes, 0-No, 1-Abs.

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

None

## **Questions from the Media**

None

## **Next Meetings**

Virtual Community Forum #4 February 15, 2024, at 6pm and March 6, 2024, at 4pm

## **Adjournment**

Member Bingham moved to adjourn at 5:06pm. Member Hackert seconded the motion. A roll call vote was taken. Member Bingham-yes, Member Hoffmann-yes, Member Taylor-yes, Member Hackert-yes, Member Williams-yes, Member Crocker-yes, Member Gregorie -yes, Member Ellis-yes, Chair Wilcock-yes. The vote was 9-Yes, 0-No.

Respectfully submitted by  
Erika Mawn, Executive Assistant to Town Administration

**Approved on:**