

# Ocean Street Property Advisory Committee (OSPAC) Meeting Minutes



## **APPROVED MINUTES**

Thursday, 08 February 2024 – 09:00 am (Town Hall)

### **Members Present:**

Paul Legere--Chair

David Myers

Maura Sullivan

Peggy Lamb

Doug Pinciaro

Don White

### **Members Absent:**

Rodney Rowland

### **Others Present:**

David McGukin

Meeting called to order at 1000 am.

1. **OLD Business:** Committee recommended approval of meeting minutes from 1 Feb 2024 meeting.

### 2. **New Business:**

- a. Info Briefing by Town Building Inspector (Russell Bookholz)

Russel provided a comprehensive discussion of the applicable zoning for the Ocean Street Property. Bottom Line, as a Town owned property, the Town can use it for whatever purposes desired by the select board through a zoning change if required. That being said, it is in the Sensitive Overlay District. Russ warned that tearing down the housing (and not rebuilding

immediately) would result in the need to go back to the state for a full Department of Environment Services (DES) permitting review due to the proximity to the Ocean. He noted that the first 50 feet of the property is the most restrictive from the State's point of view. The existing housing units are grandfathered (pre-existing non-conforming facilities), however, any repairs/upgrades would be subject to current life/safety requirements/codes. Additionally, Russ noted that the property can be used for multiple purposes to include, but not limited to, keeping the existing housing area and having a park area on the lower portion of the property. Russ provided the committee with the copy of the tax card (see attached) for informational purposes. Lastly, Russ indicated that the property damage along the ocean front would be considered in the Town's overall request for FEMA funding to make repairs and that would likely be a long process if successful.

b. Property Inspection by Committee

Committee requested that they conduct a walk through of the existing facilities and the property as soon as possible. Russ indicated that he would participate in the walk through and provide his expertise to make assessments and rough cost estimates of the potential repairs necessary to make the facilities useable. After coordination with the DPW (Chirs Robillard), the walk through was scheduled for 0830, 15 February 2024.

c. Fact Sheet on Donation (see attached)

Town administrator provided the committee with a copy of the fact sheet on the property acquisition and donations. This will be discussed in the next meeting.

d. Discussion of Letter to Town Residents Soliciting Their Input

The committee conducted a final review and approval of the letter to be mailed to all residents soliciting their input for ideas on the reuse of the Ocean Street Property (see attached). The committee agreed to team up with the Planning Board to include the letter in their upcoming mailing to the residents resulting in a savings of \$600-\$800 to the town. The committee agreed to be prepared to conduct a letter folding/stuffing operation during the next meeting to assist with the mailing process. Coordination with the town administrator to begin the email blast of the same letter (using multiple mailing lists) will be executed immediately following the next meeting in addition to posting on the town hall bulletin board. Also, the committee agreed that emails to the other town committee chairs for inclusion in their meetings as announcements would assist in getting the word out. The committee recognized and thanked Russ for his support and the offer to combine the OSPAC and planning committee letters into a single mailing to the residents. The mailing list is based on the tax mailing list for the town and thus should be comprehensive other than those households that recently had ownership changes.

- e. Select Board Approved 30 day extension

The committee was given an extension to complete their work from 31 March 2024 to 30 April 2024. The original charge to the committee was based on the establishment of the OPSAC in November 2023 which was delayed to February of 2024. Committee reiterated that their charge was to assist the Town Select Board in conducting due diligence on the reuse of the property and facilitate/assist them in their decision making process.

- f. Next Meeting: 9:00 am 15 FEB 2024

### **3. Public Questions and Answers**

There was a brief discussion of the fact that the current laws require that the Town Clerk be a resident of New Castle and the challenges that presented. Additionally, there was a discussion of other town employees being potential candidates for using the existing housing should that be one of the selected courses of action for the reuse of the property.

### **4. Adjourn**

Chair Legere moved to adjourn the meeting 1050 am.

Respectfully Submitted,

Paul Legere  
*Chair/Recording Secretary*