



COMMUNITY PRESERVATION COMMITTEE

MINUTES OF REGULAR MEETING

Thursday, December 10, 2015

Chairman William D. Raus called the meeting to order at 7:05 with Hugh Morton, Tim Gillespie, Janet Jones, Elizabeth Collins, James Coyne, Anne Brum and Betty Slade present. Richard Lambert was absent.

Update - Affordable Housing Trust (AHT) Activities

Leonardi Aray, housing expert for AHT, updated the CPC on the goals of the Housing Assistance office: converting existing buildings to SHI affordable homes; ease home costs for existing residents in need in exchange for the housing restriction and to construct new affordable homes. He provided statistics from the housing production plan that indicated who would be eligible for affordable housing. He receives many inquiries. The town SHI is at 3.5% vs. the 10% requirement. He noted that the Noquochoke Village on Rt 177 will contain 50 restricted low income rental units that will count towards the SHI. In addition, \$187k CPA financing has been approved for the financing of 5 market rate homes in the same development for moderate-income households. The parcel was acquired in 2004 and planning is still ongoing. Under the Housing Rehab Program, the Town Meeting voted in December 2015 to transfer \$189,770 of Community Development Block Grant Recaptured Funds (CDBG Funds) to the AHT to provide low and moderate income homeowners or qualified property owners the resources to rehabilitate their Westport homes. The SEED Housing Funding Program grants or loans to qualified individuals; a perpetual affordability restriction will be required and units will then be included in the Town's SHI. Grants and Loans under the SEED program carry conditions. A copy of the presentation including the listed tentative future budget is attached to the end of these minutes.

Westport Grange at 931 Main Road. Historical Preservation Project.

Submitter: Central Village Grange. Project Managers: Ed Horky and Jay Denardo.

Ed Horkey was present to explain the rehabilitation required to continue the use of the building. The foundation is being eroded by rainwater. The proposal of \$22,200 will cover:

1. removal of water-damaged drywall in cellar, repair and repoint west foundation wall;
2. install subsurface downspout drains and adjust grade as necessary to divert surface water from the foundation.
3. contract interior waterproofing of cellar (waterproof walls, install interior drainage system and sump pumps).
4. raise furnaces from cellar floor to prevent further water damage and replace ducting to accommodate HEPA filters.

Mr. Horky stated that one of the grange members will offer their back hoe to do the excavating at no cost. Members thought that the amount requested should include a

contingency percentage but it was decided that the amount allocated to the excavating serves that purpose.

Ms. Slade stated that the Historical Commission will review this next month before the next CPC meeting. She stated that a grant agreement would be required. Mr. Raus stated that the funds would not be reimbursed until the end of each phase and the money would be paid to the Grange directly for further distribution to their contractors upon presentation of bills by the Grange.

Mr. Coyne motioned to approve this project for \$22,200 and to place it on the January Public Hearing agenda. Ms. Collins seconded the motion and the vote was unanimous

Acoaxet Chapel Project. Review revised plan for handicapped accessible entryway. Stanley Cornwall, project manager.

Mr. Cornwall and Myron Simmons were present. Mr. Cornwall presented the new and improved drawings to the CPC. A previous plan had been approved before Town Meeting. There would be no change in the funding required. He requested approval of a modification of the plan for the ramp: to place two ramps on the front of the building and to convert a window to a door with steps. The Westport Historical Commission approved this change.

Ms. Collins motioned to approve the modified plans for the Acoaxet Chapel handicap accessibility ramp. Ms. Jones seconded the motion. It was approved unanimously

Report on action by BOS on grant agreement with the Acoaxet Chapel Association.

Betty Slade stated that the grant agreement had been signed by the BOS and Stanley Cornwall, and by Bill Raus for the CPC. It will be sent to the registry of deeds in New Bedford for registration.

Updates on FY14 Town Hall Slate Roof/leak \$17,000 remaining Tim Gillespie and Mr. Messier.

Anne Brum and Edward Brum (Building Committee member) had examined the chimney and were able to locate a few spots where there is moisture seeping through. Mr. Messier stated that the contractors will need to be contacted to make repairs. Mr. Messier suggested that he and Mr. Gillespie meet with Mr. Brum to investigate further and then meet with Ward Hamilton, the historic preservationist and the project manager for the rehabilitation of the slate roof. Mr. Coyne will also be involved. Mr. Messier stated that new copper flashing was installed and new ice and water shields had been replaced. A good percentage of the roof was under warranty. Ms. Brum stated that all the wet areas are 12 to 18 inches from the chimney. Ms. Slade stated that Mr. Brum is on the Town Building Committee and she feels that the services of this committee should be utilized to help identify the preservation needs of all town buildings..

Finalize list of projects for the public hearing on January 14 and authorization of expenditure on newspaper notices.

Historic Preservation: Restoration of Powder House at Head of Westport. \$6,015 - now \$11,392.00 Mr. Coyne motioned to increase the amount with contingency as listed. Ms. Collins seconded the motion. The vote was unanimous.

Historic Preservation: Preservation of Stonework at Head of Westport. \$89,000

Historic Preservation: Restoration of Fence at Linden and Maple Grove Cemetery. \$55,000

Historic Preservation: Town Records Preservation, Phase IV. \$15,000

Historic Preservation: Westport Grange #181 \$22,200

Mr. Gillespie motioned to move all five projects listed above with the amounts as listed, to the January public hearing. Ms. Jones seconded the motion and the vote was unanimous.

Confirm liaisons for ongoing projects and plans for project reports.

Jim Coyne agreed to become liaison for the FY09 Town Annex and the FY09 Town Hall projects, instead of Bill Raus.

Item 27 on the liaison list regarding Beach Avenue Accessibility II should read \$49,105.

Mr. Morton recused himself from any discussion. There was a short discussion about how there still is no access to Town beach property in Westport. There is now access over the Westport Land Trust land (WLCT) to the beach through the mobi-mats that were placed there with CPA funds. Ms. Slade thinks there should be a written agreement with the WLCT on the placement of the mats. She suggested the CPC ask the Commission on Disabilities (COD) to not make any more expenditure until the two issues are resolved: the confirmation of a management plan by the Town for Beach Avenue and the decision as to whether a structure (such as the dune crossing) could be placed on the road. After those decisions are made, the COD should return to the CPC to discuss the next steps. A copy of the letter should go to Tim King. Mr. Raus feels comfortable working with the WLCT on the issue of the mobi-mats.

Ms. Slade motioned to send a letter to the COD. Seconded by Ms. Jones. The vote was 7 in favor with Mr. Morton abstaining.

Ms. Slade asked that the phone numbers be included for the project managers and liaisons. Other edits made to the list as shown below.

Projects Outstanding with Liaisons

A	B	C	D	E	F	G
Fiscal Year	Project Name	Amount	CPC Liaison	Project Manager	Town Committee or Other	Comments
2	FY06 Historic Map Collection	1,770.90	Betty Slade	Betty Slade/Jenny O'Neill	WHC	Originally Norma Judson has grant agreement and restrictions
3	FY09 Oscar Palmer Farm Hist Pres	54,889.60	Bill Raus	N. Anderson/L. Marinone	Private/owners	Originally Michaud, Moniz and Rego
4	FY09 Sanford Road Schoolhouse	826.00	Bill Raus	L. Rego/Messier	CPC	
5	FY09 Town Annex	12,859.14	Bill Raus	Messier	CPC	
6	FY09 Town Hall Phase 6	1,637.09	Bill Raus	Messier	CPC	
7	FY10 Head Landing	16,000.00	Ann Brum	Tony Millham	Landing Comm.	
8	FY10 Bell School Exterior	11,220.00	Tim Gillespie	Jenny O'Neill	Private/WHC	needs grant agreement
9	FY10 Historic Inventory	459.47	Betty Slade	Betty Slade	WHC	
10	FY11 Cadman-White-Handy House septic system	35,164.40	Janet Jones	Jenny O'Neill	Private/WHC	has grant agreement
11	FY12 Town Annex & COA Accessibility	7,852.98	Tim Gillespie	Stanley Cornwall	COD	Originally Elaine Ostroff
12	FY13 Town Records Preservation	1,279.30	Betty Slade	Betty Slade	Town Clerk, etc.	Assessors, Tax Collector
13	FY13 WYAA Youth Athletic Fields	522,000.00	Liz Collins	Bob Grillo	WYAA lease of town land	On CPA purchased town property; has grant agreement; needs recreation restrictions
14	FY13 WUYS Soccer Fields	13,000.00	Hugh Morton	Peter Brown	WUYS lease of town land	Has grant agreement
15	FY14 COA Historic Pres.	6,608.64	Bill Raus	CPC/Messier	COA	
16	FY14 Town Hall Slate Roof	17,000.00	Tim Gillespie	CPC/Messier	CPC	
17	FY14 Sanford Road Schoolhouse Playground Handicapped	690.00	Bill Raus	Lino Rego/Messier	Am. Legion lease of town building	James Morris Post #145
18	FY14 Access and Rehab	12,029.95	Tim Gillespie	Tim Gillespie	Recreation Comm	

WHC: Historical Commission; COD: Disability Comm; COA: Council on Aging; WHS: Historical Society; WYAA: Youth Athletic Assoc.; WUYS: Youth Soccer Assoc.; WRWA: Watershed Alliance; WLCT: Land Trust

Projects Outstanding with Liaisons

	A	B	C	D	E	F	G
19	FY15	Town Annex Gym rehab and handicapped access	69,000.00	Tim Gillespie	Tim Gillespie	Recreation Comm	
20	FY15	Sanford Road Schoolhouse Roof	31,554.00	Bill Raus	Lino Rego/Messier	Lease of town building	James Morris Post #145
21	FY15	Sanford Road Schoolhouse septic tank	16,000.00	Bill Raus	Lino Rego/Messier	Lease of town building	James Morris Post #145
22	FY15	Head of Westport Historic Garage Exterior	161,500.00	Janet Jones	Charley Appleton	WRWA-private	On town landing: needs grant agreement
23	FY15	Nisby Conservation Restriction	100,000.00	Bill Raus	Ryan Mann	WLCT/private	Town overseas restriction
24	FY15	Beach Avenue Accessibility	77,814.80	Tim Gillespie	Stanley Cornwall	COD	formerly Elaine Ostroff
25	FY15	WUYS soccer fields	70,000.00	Hugh Morton	Peter Brown	WUYS lease of town land	Has grant agreement
26	FY16	Acoaxet chapel Accessibility and Entrance Restoration	10,000.00	Anne Brum	Stanley Cornwall	Acoaxet Chapel Assoc./Private	Needs grant agreement
27	FY16	Beach Avenue Accessibility	77,814.80	Tim Gillespie	Stanley Cornwall	COD	formerly Elaine Ostroff
28	FY16	Camara Land Cons. Restriction	200,000.00	Bill Raus	Ryann	WLCT/private	Town overseas restriction
29							
30		Affordable Housing Trust Projects	Various		Liz Collins	AHT/Liz Collins	All project need affordable housing restrictions?

WHC: Historical Commission; COD: Disability Comm; COA: Council on Aging; WHS: Historical Society; WYAA: Youth Athletic Assoc.; WUYS: Youth Soccer Assoc.; WRWA: Watershed Alliance; WLCT: Land Trust

Review and approve proposed "Checklist" for applicants.

Mr. Gillespie stated that he would try to rework this list since he found it confusing. Ms. Slade suggested that there be separate checklists for municipal and non-municipal

projects Ms. Collins asked that all members review and be prepared to compile their comments at the next meeting and then to discuss it at the February meeting.

Closing of accounts by sweeps.

FY05 Affordable Housing Plan \$3,000 - return to community housing reserves

FY08 Historic Photo Collection \$536.44 - return to historic preservation reserves

FY14 Phase II Bread & Cheese Brook \$24.00 - return to open space reserves

FY12 Greenwood Terrace Safety Issues \$5,000 - return to community housing reserves

Mr. Gillespie motioned to sweep the above as listed. Ms. Collins seconded the motion. The vote was unanimous. Ms. Slade asked that the minutes be forwarded to the Town Accountant so that she may close the accounts and the action may be completed.

Authorization to begin process for restriction on Santos farm playing fields.

Ms. Slade asked for authorization to begin the process for a conservation restriction. Mr. Saginor had noted all such purchases of property - whether municipal or otherwise - must carry a restriction. Ms. Slade noted that a conservation restriction is required in the case of playing fields. There is a question as to what entity would hold this restriction because it is Town owned and the Town therefore cannot hold the restriction. Ms. Slade offered to do research on these matters. Ms. Collins motioned to authorize Ms. Slade to begin the process. Mr. Gillespie seconded the motion and the vote was unanimous.

Authorization to begin process of preparing grant agreements with the WRWA for the Head Garage and with the American Legion for the roof and the septic system for the Sanford Schoolhouse.

Ms. Slade stated that since it is CPC policy to require grant agreements with non-municipal applicants, these need to be done. She noted that the applicant will also need to agree so communication with them is necessary. Wording could be put into the historical preservation projects that the Westport Historical Commission should oversee any future changes to the aspects of a project that were financed with CPA funding. Ms. Slade motioned to begin the process to prepare these grant agreements. Ms. Collins seconded the motion and the vote was unanimous.

Approve use of administrative funds to register grant agreements to date at the New Bedford Registry of Deeds: WYUS, WYAA, Westport Point United Methodist Church, and Acoaxet Chapel Association.

Ms. Slade noted that there already were registered grant agreements for the WYUS, WYAA and the WPUMC, so there was only a need to approve use of funds for registering the Acoaxet Chapel Association grant. Mr. Gillespie motioned to approve the use of administrative funds for recording these documents. Ms. Collins seconded the motion and the vote was unanimous.

Any other business that may come before the committee.

Ms. Collins presented an update from the WYAA and their progress where additional fundraising is planned. Stumping will continue in the spring.

Ms. Brum reported that the Head Stone Wall restoration on the west slipway was completed this Monday. The Landing Commission is expected to review and approve the completed work at their meeting on Monday next week.
The new website will be in the process of being created and Lucy Tabit will continue to work on that.

Correspondence.

None.

Minutes.

October 8, 2015

Ms. Collins motioned to approve as submitted. Seconded by Ms. Jones. The vote was unanimous with all in favor

November 12, 2015

Mr. Coyne motioned to approve as amended. Seconded by Mr. Gillespie. Mr. Morton abstained. The vote was 7 in favor.

Invoices.

Hudson Microimaging \$8.00

Registry of Deeds \$75.00 for recording the Acoaxet Chapel Grant agreement.

Next meetings:

Public Hearing and Regular Meeting – January 14, 2015 at 7:00 p.m. at Town Hall

Adjourn.

Members unanimously adjourned at 9:10 p.m.

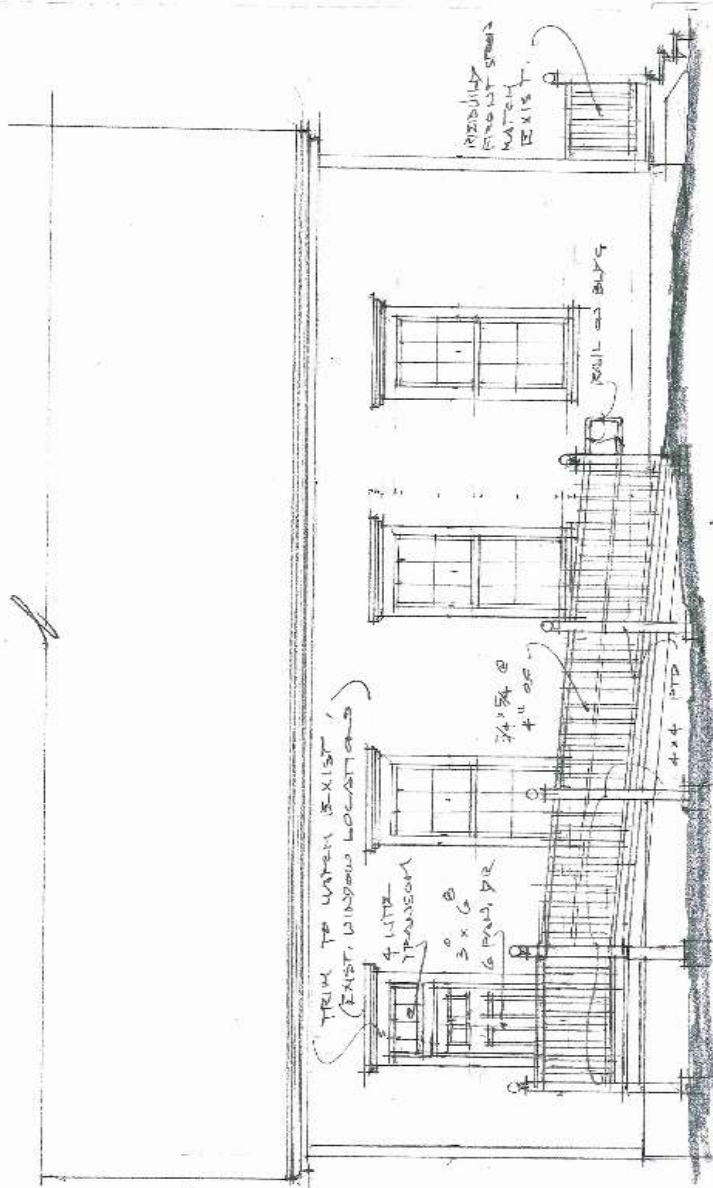
Submitted by Lucy R. Tabit

TO BE SCANNED IN or received from Leonardi
INSERT LEONARDI's Presentation notes.

Acoaxet Chapel handicapped accessibility.

- Annet Chapel
 - Corridor 100m x 10m
 (not measured)
 double ramp

[illegible]



NORTH ELEV. A-3
ACORNHET CHAPEL

funding required for Powder House

TOWN OF WESTPORT COMMUNITY PRESERVATION PROGRAM FOR FY17

Project Submission Sheet

Community Preservation Committee

Please read Guidelines for Submission of Projects to CPC.

Please attach all necessary documentation to this form.

Please type or print clearly.

Submitter Name: John Bell

Submission Date:

Submitter address, phone number and email:

9 Amory Petty Way, Westport

508-962-7115

JJBwpd@aol.com

Category: (Select all that apply.)

☐ Open Space

☐ Community Housing

☒ Historic Preservation

☐ Recreation

Town Committee (if applicable): Westport Historical Commission

Project Name: Powder House

Description:

Restore and Repair, using similar construction, the Town Powder House located at the intersection of Old County Road and Drift Road. with the following scope of work attached.

Attach additional pages if necessary.

CPC Project Submission Sheet, Page 2

Fiscal Year	Total Cost	CPC Funds Requested	Other Funding Sources If available
2017	\$10,357.00	\$10,357.00	
20__			
20__			
Total	\$10,357.00	\$10,357.00	

** Please see attached budget.

How does this project help preserve Westport's Character? Attach additional pages if necessary.

The Powder House, which was built approximately 1815, after the war of 1812. The Powder House was built as a store house for the Home Guard's ammunition, it housed rifle balls used in muzzle-loading muskets. The structure was moved to its current location in 1972.

The Powder House is mentioned in the book Historic Powder Houses of New England, which states "A wooden structure powder house built on the Town Green near the east town landing at the village of Head of Westport circa 1813. It was used as an ammunition house by the Home Guard. In 1972, the Westport Historical Society moved the structure to the center of the town green triangle to preserve it."

The Powder House is listed as inventory item #912 on the Westport Historic Inventory list.

This historic structure should be restored and preserved for future generations to enjoy. I would like to see a building, still containing a lot of original woodwork, utilized by volunteers to give school age children, as well as adults, tours of the building explaining the significance of this structure to Westport's past.

Terms and Conditions. All recipients of CPA funds must make acknowledgement of the source of these funds in promotional and online materials, printed programs, signage, press releases and educational materials. If written credit is not applicable, verbal credit should be given.

For Community Preservation Committee Use (Form 10/17/12)

Received on: Town Committee: Westport Historical Commission

Reviewed on: Determination:

Draft Budget
Westport Powderhouse Repairs
26-Oct-15

Materials	description	Units	Unit cost	total
Wall shingles	white cedar 16"	3 squares	\$300	\$900
Roof shingles	Red cedar tapersawn 18" or:	1.5 squares	\$500	\$750
-	Alaskan yellow cedar 18" x58"	1.5 squares	\$325	
Trim boards	red cedar, 1x4" x 3/4	90 lin ft	\$2	\$180
Sills/joists	white oak	36 lin ft	\$3	\$90
Batten Door	pine, hard pine	1	\$95	\$95
Iron hardware	1 pr. Strap hinges to match	1 pr	\$125	\$125

	old				
-	1 hasp and staples for padlock		1	\$45	\$45
Fasteners	Tremont cut nails for trim	5 lbs		\$32	\$32
-	stainless st or hot dip galv.		5	\$40	\$40
-	shingle nails				
					\$2,257

Labor	Task	Hours	Rate	total	
Structural work	Replace several joists; 1 sill	20	\$75	\$1,500	
Wall shingles	Strip and reshingle	40	\$75	\$3,000	
Roof shingles	Strip and reshingle	20	\$75	\$1,500	
Trim work	Remove and replace				
-	corner boards	8	\$75	\$600	
-	Replace roof ridge boards	3	\$75	\$225	
-	replace soffit and fascias	10	\$75	\$750	
Batten door	Construct batten door	6	\$75	\$450	
-	Hang door and mount hasp	1	\$75	\$75	
					\$8,100

Total \$10,357.00

Contingency fee of 10% for a total of \$11,392.00