



## COMMUNITY PRESERVATION COMMITTEE

### MINUTES OF REGULAR MEETING

**Thursday, June 13, 2019**

Chair Betty Slade called the regular meeting to order at 6:05 pm with Hugh Morton, John Bell, Dale Weber, and Elizabeth Collins. Vice-Chair Tim Gillespie, Janet Jones and James Watterson were absent.

#### **Minutes.**

None Available

#### **Recreation Department. Director, Dana Stewart will talk about plans for recreation.**

Ms. Stewart gave a little background on herself and the programs for all ages from sports to other art and cultural activities she has been planning and implementing in town. She explained how she was able to find volunteers, about some of the programs being offered and the wide use of social media. She also explained plans for electronic registration and payments that the committee is developing.. Ms. Stewart also noted that the department is taking in kind donations and appealed to the listening audience.

Mr. Morton asked that in pricing the services, she should remember that the office is supposed to be self-sustaining. She explained that she has had discussion with the Recreation Commission and that the programs should eventually be supporting the salaries for the contracted staff and hers. She also noted that usually it's a 3-year process and it takes time for the public to be aware of what the department is doing and time for the public to sign up regularly. Mr. Morton suggested careful scrutiny for out of state volunteers as well as those from Massachusetts.

Ms. Slade stated that there is outstanding CPA funding for the Bicentennial Park for \$12,029.95 for playground handicapped access and re-hab and asked if she would look into the need for these funds. Ms. Slade also suggested looking at the CPA information on the Community Preservation Coalition website. She could see how CPA funds have been used elsewhere in the state. Ms. Stewart explained that at 19 hours a week she is seeking volunteers to help research this sort of information. Ms. Slade suggested that she reach out to the WYAA – Westport Youth Athletic Association and the WUYS - Westport United Youth Soccer, and the Land Trust. Discussion ensued.

#### **Point Terminus Update and plan.**

Tim King, Town Administrator, and project administrator, was not present. Under the new procurement regulations, under \$10k there is no bid requirement. . The engineering company that has been asked do the survey is SITEC with work done by Sean Leach. There was an outline from Mr. Leach with his plan. Ms. Slade said that although she had previously volunteered to help in the research, she decided not assist to avoid an appearance of a conflict of interest. Mr. Morton and Mr. Bell suggested there might be a conflict of interest for Mr. Leach. Ms. Slade said she would ask Mr. Leach to contact the State Ethics Commission to determine if there was an appearance of a conflict of interest.

**Liaisons assigned for May 2019 Town Meeting Approved CPA Projects.**

Historic Survey at the Point: Ms. Collins nominated Ms. Slade and she agreed.

Handy House Roof: Mr. Bell

Stone Walls at the head: Mr. Bell

Bell School: Ms. Weber

Agricultural preservation restriction on the Petty Farm – Ms. Weber

WYAA Playing Fields – Mr. Morton

Bike path: Tim Gillespie was assigned.

Water Management Outreach: Mr. Watterson was assigned.

**Reports**

COA – Mr. Bell stated that he has been in touch with the Director and the stairs were completed and the tower is next. A paint bill has been submitted to CPC.

WUYS – Mr. Bell. No developments.

**Review CPC Expense Accounts.**

Noted. The report became available this evening. It does not include FY20 amounts.

**Discuss possible project on Historic Cemetery Gravestone Restorations.**

Ms. Slade noted that Ted Kinnari, a Westport resident, created D/2 biological solution to clean stones. It is mainly used at this time for gravestones. It is used throughout the US. The WHS and the WPTNA will hold a gravestone cleaning and preservation workshop on August 24, 2019 at 10 - 12 at Howland Hall at the Point. Approximately 35 persons will attend (limit) . Two experts on fixing cracked and fallen stones will also be on hand to discuss explain preservation. A hands-on training on cleaning of the stones will be held in the second hour at the Point Cemetery. Ms. Slade said she is looking into finding a permanent home for the cemetery website and contemplated activities in cleaning, preserving stones and other related Cemetery needs. She thinks that the WHS may be able to take over and develop other related projects. The WHS is considering doing cemetery tours in 2020 to celebrate those Mayflower descendants buried in Westport. Ms. Slade will be developing a project relating to stone preservation and other work at the town cemeteries and may be submitted an application to the CPC for FY21 funding.

**Any other business not reasonably anticipated.** None

**Correspondence.**

Ribbon Cutting at NV July 30 10am

Announcement of Grand Opening for Westport Woods on June 15 11 am. CPC members are invited to attend.

**Bills.**

Bills paid since the April meeting:

Kleinfelder for public outreach on the Westport Estuaries Assessment/Restoration \$1,500.00

Westport River Watershed Alliance – Head Garage Exterior Historic Preservation- final payment \$44,326.96 (closing the account).

Invoices needing approval this meeting:

Kleinfelder for public outreach on the Westport Estuaries Assessment/Restoration \$9,000.00

Council On Aging Historic Preservation (Home Depot \$298.41 and GE Supply Ace Hardware \$24.99) - \$323.40

Hudson Micro Imaging - Town Records Preservation \$100.00

Members voted unanimously to pay the new invoices.

**Next meeting:** There will no meeting in July. Members discussed changing the time to 6:30 pm for the next meeting. The next meeting will be August 15, 2019 at 6:30 pm.

**Adjourn.**

Members unanimously adjourned at 8 pm.

Respectfully submitted,

Lucy Tabit  
Recording Clerk

For April:

FY09 Oscar Palmer Farm Historic Preservation Remaining \$21,604. Request to use funds