



# COMMUNITY PRESERVATION COMMITTEE

## MINUTES OF REGULAR MEETING

**Thursday August 11, 2016**

Chairman William D. Raus called the meeting to order at 7:05 p.m. With Vice Chair, Betty Slade, and members Hugh Morton, Elizabeth Collins, Janet Jones, Richard Lambert, Jim Coyne and Anne Brum present. Tim Gillespie was absent.

### **Reorganization.**

Mr. Coyne nominated Bill Raus as Chair. Ms Collins seconded the motion and the vote was seven in favor. Mr. Raus abstained.

Mr. Lambert nominated Ms. Slade as Vice-Chair. Ms. Collins seconded the motion and the vote was seven in favor. Ms. Slade abstained.

### **Minutes.**

June 16, 2016. Mr. Lambert motioned to accept. Mr. Coyne seconded the motion and the vote was unanimous.

Ms. Collins motioned to take WUYS out of order. Seconded by Ms. Slade. The vote was unanimous.

### **WUYS RFP and update.**

Fernando Larginha and Chris Conroy were present. Mr. Larginha updated the committee on the status of the fields. He noted they have been able to host friendship tournaments among various other activities. The next phase of use of CPA funding is to get the 4th field up and running. He has worked with Ms. Slade on an RFP and preliminary estimates from AJ Potter & Sons stated that there are a lot of boulders, not much loam and the cost is estimated at more than \$10K which he originally proposed. He distributed a plan that indicates where the concession stand will be. There is currently \$83K available. Ms. Slade stated that if over \$25K, the RFP will have to be for sealed bids.

The work on the concession area foundation and front field near the parking area will be covered by the RFP.

The British Coach program was explained - where British coaches are hosted and work with the kids. It was a fantastic program that could not have happened without these fields.

Mr. Coyne motioned to go forward with the RFP. Ms. Collins seconded the motion and the vote was unanimous. Ms. Slade will follow up.

### **American Legion Roof RFP.**

Ms. Slade explained that an RFP has been sent to seven different companies and has been posted in the building department office. The application deadline is August 25, 2016. The proposed work is expected to be completed this fall.

### **WYAA RFP and update on conservation restriction.**

RFP. Ms. Slade stated that the Administrator has approved the scope of work for the RFP for the playing fields. The request for bids will be in sections so that portions could be postponed until funding is available if necessary. Once the RFP is ready, it can be issued.

Conservation Restriction. A conservation restriction is mandatory for real properties purchased with CPA open space/recreation funding. Ms. Slade has been consulting with the Community Preservation Coalition and with Ms. Jennifer Goldson who has experience in such matters. She is pursuing the question as to who would be the best person to develop the CR. DOR has made it clear that the WYAA cannot hold the restriction because it leases the property. The Town cannot hold the restriction because it involves town land. Only certain buildings can be constructed on the land, and they must be directly related to the use of the playing fields, such as a first aid station, place for coaches and referees, storage and toilets. Ms. Slade will continue to do investigations.

### **Contract as consultant for Brian Valcourt, contractor and for Ms. Barrett Allen, architect.**

Ms. Slade explained that the services of Brian Valcourt and Barrett Allen will be used to assist the CPC on historical preservation construction projects when needed. They will be responsible to the CPC or a member of the CPC. The Town Administrator signed the contract which was drawn up from a town template. Mr. Valcourt will be compensated at \$50.00 per hour limited to \$3,000 until the end of the fiscal year. Ms. Allen will be paid \$45 per hour and will also be limited to \$2,500 until the end of the fiscal year. The services of both will be used on an hourly basis as needed for particular project needs. Their services are needed because of the time-consuming work involved with ascertaining scopes of work, following up on the projects and applying the historic requirements. Mr. Messier will continue to serve in his role as pro bono consultant for projects as his time permits.

Mr. Coyne motioned to approve. Mr. Lambert seconded the motion and the vote was unanimous with all in favor.

### **Update From Tim Gillespie.**

Mr. Raus read the following updates into the record. It is an update via e-mail from Mr. Gillespie who could not be at the meeting this evening. The e-mail text follows:

#### *1. Town Hall Slate Roof:*

*Ward Hamilton has taken full responsibility for fixing the roof. Here's what he communicated to us:*

*As Ward suggests, once this caulked slate issue is addressed, if we still have a leak, we may need to take a closer look at the chimney itself.*

#### *2. Recreation Commission:*

##### *a. Town Hall Annex Gymnasium:*

*Wayne Collins, the maintenance guy who works Monday through Thursday, 1:00pm to 9:00pm and Friday 7:30am to 4:00pm, has agreed to tackle the demolition of the corner storage room in the gym. The electrical gear that's attached to that room, including a scoreboard on the roof and some wiring for lights, has been disconnected by Bill Plamondin, pro bono. Wayne needs some help getting the scoreboard off the roof of*

*the room and I'm trying to get Highway to assist in this. Once that's done, Wayne can have at it. BOH I'm sure will provide a dumpster as they did for the work we did on the front of the building.*

*Meanwhile, I will strive to put together a scope of work for the plaster repairs and get some bids for that work, hopefully to be completed before the middle of October. We will be asking, as an addendum to that work, for bidders to provide a number for priming all the repaired plaster areas, including the entire ceiling.*

***b. Roof Drains:***

*The Highway Dept. has agreed to run new drain lines for the roof runoff, but recent communication with Chris Gonsalves has put what I hope is only a temporary snag in the progress. Chris suggested they needed a plumber to actually do the piping. I think we can persuade the Highway guys to lay the 4" PVC pipe without a plumber I'm working on that.*

***c. Bicentennial Park:***

*We have over \$12,000 left in the budget for renovations and repairs to the playgrounds. We have just ordered miscellaneous items for Bicentennial Park, including benches, picnic tables, new trash receptacles, new nets for the basketball hoops, and I believe a shade structure (that one might not be on the list, but we've talked about getting one.) The Highway Dept has agreed to take delivery of these items and to install them.*

**Update on Powder House RFP.**

Ms. Slade stated that John Bell has contacted 5 historic builders and only one has agreed to submit a proposal. The Town Administrator has stated that we have met the requirements of the bidding process and the one applicant, Nathaniel Allen, can be contracted to perform the work.

Ms. Slade motioned to ask Mr. Gillespie to approve the proposal and to move forward with the contract if the proposal is within the appropriated funding. Ms. Jones seconded the motion and the vote was unanimous.

**Written update from Ryan Mann, WLCT.**

It was decided to postpone discussion until the next meeting when Mr. Mann will attend. Mr. Raus noted however, that the Strawberry Fields project is moving forward after a long period of stagnation.

**Update on Cemetery Fence project.**

There is no cemetery director so this project has no project manager. It is not clear if and when a new cemetery director will be hired. Mr. King suggested that the consultant, Mr. Valcourt, could look at the parameters of the project and perhaps supervise the project using some of the project funding if available. Ms. Slade will be following through with this project and consult with Mr. Gillespie.

**Correspondence.**

None

**Invoices.**

Hudson micro imaging \$20.00

Registry of Deeds - Grange grant agreement \$75.00

**Next meeting**

September 8, 2016 at 7pm

**Adjourn**

Members adjourned at 8:05 pm

Respectfully submitted,  
Lucy Tabit, Recording Clerk