



## COMMUNITY PRESERVATION COMMITTEE

### MINUTES OF REGULAR MEETING AND PUBLIC MEETING

**Thursday, August 16, 2018**

Chair Betty Slade called the regular meeting to order at 7:04 pm with Hugh Morton, Janet Jones, Marc De Rego and John Bell present. Vice-Chair Tim Gillespie, and members Elizabeth Collins and Dale Weber were absent.

#### **Minutes**

March 8, 2018 (no meetings April through July)

Motion by Mr. DeRego to approve. Seconded by Mr. Bell. The vote was three in favor by Ms. Slade, Mr. De Rego and Mr. Bell. Ms. Jones and Mr. Morton were absent and abstained.

#### **Reorganization of CPC officers**

Ms. Jones motioned to nominate Ms. Slade as Chair. Seconded by Mr. De Rego. The vote was four in favor with Ms. Slade abstaining.

Motion by Ms. Jones to nominate Tim Gillespie as Vice-Chair. Seconded by Mr. Bell. The vote was unanimous with all in favor

#### **Reports:**

##### **a. Reports on Outstanding Projects:**

WYAA Playing Fields progress. Keith MacDonald & Ken Sullivan of the Westport Youth Athletic Association were present. Last time they reported to CPC was in January and the contractor has been busy since spring. Hugh Morton and Betty Slade visited the site. Seeding the fields is planned this fall. Plans to do so in spring did not work out. There were other issues that needed attention preventing that from happening. The fields were layered with sand and gravel to help drain the fields due to the wet spring. There is a possibility that they need to irrigate and manage watering the fields in the future. The goal is to get seed down this fall for use in the spring. Mr. Morton stated that a soggy field is not usable but a dry field can be irrigated. Mr. MacDonald noted that there is an independent field hockey group in town because there is no field for them. One of the programmed soccer fields planned is about the same size they would need and since the soccer programs have been using the Sanford Road fields, the field hockey program could use it. The field need to be fund raised, and graded, but the grass would need be planned now. The field hockey group has approximately 200 girls now. WYAA estimates another \$100K will be needed to set this particular playing field. They will need sand and gravel and loom. Other than that, there is no further equipment or field preparation needed on this field.

**b. WYAA Playing Fields Conservation Restriction Status.** Ross Moran of the Westport Land Conservation Trust and Keith MacDonald and Ken Sullivan of the WYAA were present. Ross Moran from the Westport Land Conservation Trust has

agreed to hold the restriction and discussed the crafting of this restriction which protects the recreational value and allows the WYAA to continue their work and be flexible so they are not boxed in and their continued fundraising will help expand the site. The document also takes into account the Kirby Brook and wetlands. The document was sent to the state for review. Once reviewed, it will be signed. However, the town owned land will need to go to town meeting to vote to grant the Conservation Restriction. Mr. Morton stated that there has been a lot of work behind the scenes to craft this document correctly. Mr. Moran stated that the Land Trust found other models to use to make the document appropriate for this land. The special nature of this conservation restriction is that is Town owned land and there is language allowing the WYAA to do what they are doing. The Land Trust holds the restriction so as the Town not holding its own restriction. A feature that is not normally included in conservation restriction is "active recreation and structures". Ms. Slade thanked them all for their hard work.

- c. St. Vincent de Paul Camp Core Conservation Restriction Status.** All 82 acres were purchased in February. The CPC paid for the woodland area in the back. And the second restriction for the front area is for space that is intended to be park like landscape. The conservation restriction is for a community park and the title will not restrict it and protect the infrastructure, building envelope, septic system and gym on site. The restriction will cover repair of these things. There are areas of building envelopes outside of the building envelope outside of the restriction to allow for activity. The other envelope is around the farmhouse, and encompasses a larger area to accommodate another building such as a Pavilion. The remainder of the property will be under the open space restriction. The draft will be sent to the state for approval in the next few days. It is more complex because of the areas that are not under a restriction. This is what the community park will be structured as. The Land Trust has begun taking down the dorm buildings. They plan to have grass sown this fall. They have raised 2.1 million to purchase and raze; another million will be used for the realization. The State awarded the town a land grant for \$196,000 that will be reimbursed to CPA un designated reserves, the same source that the initial \$250K was pledged to cover the cost of the second conservation restriction. With respect to the gym, there are plans to have the town manage its use but the Land Trust remains available to assist in any way. Mr. Bell asked for a copy of the restriction and Mr. Moran will forward a canopy to the clerk who will forward to all the members.
- d. Head Landing Stone Walls Project Status and Oversight Contract.** Mr. Tony Millham, Landing Commissioner was present to discuss the need to have engineering oversight. The first Contract has been used for part of the first phase known as section 4 (the South East embankment). Section 3, the north east, is the remainder of this same contract from FY17 Funding of Phase II. Phase III is the remaining wall work is the west side and all of section 2 and as much linear feet of section 3 the contractor could. Mr. Millham stated that the measurements he originally took are short and the Commission may come back for an additional \$15-20K to finish the west side. There was discussion over the southerly portion that is over grown. Mr. Millham stated that because it would need access overland for stone. Mr. Bell motioned to extend the contract through FY19 on June 30, 2019. Seconded by Mr. Morton. The vote was unanimous with all in favor.

**e. Town Hall Annex Roof Status**

Mr. Morton motioned to authorize Tim Gillespie to follow through with Mr. King to repair the interior that is related to the chimney work.

**f. Work on gymnasium in Town Annex basement**

Ms. Slade read Mr. Gillespie's report: the gym is complete and the Recreation Commission has purchased some seating that will be installed. They have interviewed several for the Director position.

**Discussion of State Grant to reimburse funding for CR for 60-acre St Vincent de Paul Property.**

Ms. Slade stated that this has happened before and the accountant will be putting her attention to reimbursing the CPA funds into which the funds came out of, that being undesignated funds.

**CP-3 Report Status.**

Ms. Slade stated that the information regarding all approved projects is entered into a data base managed by the Coalition that is due by September 15.

**Review and Assignment of Liaisons for FY19 projects approved at Town Meeting.**

Ms. Slade discussed the importance of the liaison following a project and assisting the project manager. Assignments were made and agreed to.

**Discuss Public Meeting on September 13, 2018.**

Ms. Slade stated that this would be the opportunity for any new projects to come forward and inquire. It is a CPA requirement that CPA reach out once a year to conduct a public meeting soliciting projects.

**Any other business not reasonably anticipated.**

None.

**Correspondence not already covered.**

None.

**Bills and Discussion on Chair Signing Off on bills.**

Le Page & Sons for Town Hall Annex Roof. \$79350.00

Ms. Jones motioned to pay and hold check until Mr. Gillespie has time to inspect the roof. Seconded by Mr. Morton. The vote was unanimous with all in favor.

**Payments since last meeting:**

**Invoices paid since last meeting:**

WYAA	\$ 453,072.60
Plaster Craftsman Annex	\$437
TH Chimney	\$12,800
Eastbay Classifieds	\$63

SITEC Stone Wall Oversight	\$650
Town Hall Annex Gym Floor	\$15,600
CR Russell/Horseneck Rd.	\$140,000

**Next meeting:**

September 13, 2018 at 7:00 p.m. at Town Hall.

**Adjourn.**

Members unanimously adjourned at 8:54 p.m.

Respectfully submitted,  
Lucy Tabit, Recording Clerk

**Attachments to Agenda:**

Minutes March 8, 2018 (no meetings April – July)  
Liaison and outstanding projects spreadsheet