



## **COMMUNITY PRESERVATION COMMITTEE**

### **MINUTES OF REGULAR MEETING & PUBLIC HEARING**

**Thursday January 14, 2016**

Chairman William D. Raus called the meeting to order at 7:04 p.m. With Hugh Morton, Tim Gillespie, Janet Jones, Elizabeth Collins and James Coyne. Betty Slade, Richard Lambert and Anne Brum were absent.

#### **Minutes.**

December 10, 2015. Ms. Collins motioned to approve. Seconded by Ms. Jones. The vote was unanimous

#### **Public Hearing was called to order at 7:05 p.m.**

#### **Approval of projects and of funding sources for presentation to Town Meeting:**

##### **1.HISTORIC PRESERVATION:**

- a. Restoration of Powder House at Head of Westport. \$11,392. John Bell was present to describe the project. Mr. Bell gave a history of the powder house and the budget. He stated that the powerhouse is one of only 6 in New England made of wood and there are only a total of 54 remaining of the original 200. Bill Kendall, Chair of the Westport Historical Commission was also present from the Westport Historic Commission. He told the CPC that the WHC was unanimously in favor of the project and will be working with Mr. Bell through the restoration project offering him support. Mr. Coyne motioned to approve. Seconded by Ms. Collins. The vote was unanimous.
- b. Preservation of Stonework at Head of Westport. \$89,000. Tony Millham of the Landing Commission was present and read through the application and description of the next phase of the project to restore the historic stone walls at the Head of Westport Landing. He explained that the Landing is a popular gathering place for recreation and human activities. The stone walls that line the Westport River are in need of preservation. The project is a continuation of the stabilization that was just completed on the west slipway in December 2015. The technique used is dry stone wall and is what is currently in place. Mr. Gillespie motioned to approve as presented. Seconded by Ms. Jones. The vote was unanimous.
- c. Restoration of historic Fence at Linden and Maple Grove Cemetery. \$55,000. Mr. Raus read the application into the record. The description of the project detailed the restoration of the pickets at the historic cemeteries at Maple and Linden Grove on Reed Road. Mr. Gillespie motioned to approve as presented. Seconded by Ms. Collins. The vote was unanimous. Ms. Jones stated that the Westport Historical Commission reviewed and approved this project.
- d. Town Records Preservation, Phase IV. \$15,000. Mr. Raus read a statement on behalf of Ms. Slade into the record for the final phase of microfilming, digitizing and

preserving town records. Ms. Collins motioned to approve as presented. Seconded by Ms. Jones. The vote was unanimous.

- e. Westport Grange #181. \$22,200. Jay DeNardo presented the project and budget for historic rehabilitation of the basement area and foundation. Ms. Jones stated that the Westport Historical Commission was in favor of this rehabilitation. Mr. DeNardo read the project description into the record and the historic background of the building. Mr. Gillespie motioned to approve as presented. Seconded by Mr. Morton. The vote was unanimous.

**2. COMMUNITY HOUSING:** No projects were submitted for this category.

**3. OPEN SPACE:** No projects were submitted for this category.

**4. ADMINISTRATIVE ACCOUNT**

CPA undesignated fund balances *TBD*.

The Public Hearing was concluded at 7:33 p.m.

**Appropriation of required reserves, administrative expenses and budgeted reserves as relevant.**

Historic Preservation Reserves;  
Open Space Reserves;  
Community Housing Reserves;  
Administrative Expenses;  
Budgeted Reserves.

Ms. Collins motioned to authorize Mr. Raus and Ms. Slade to determine the amounts of appropriations for Annual Town Meeting. Ms. Jones seconded the motion and the vote was unanimous.

**Any other business that may come before the committee.**

b. Westport United Youth Soccer (WUYS) – Peter Brown was present to describe the next phase at the Sanford Road soccer fields. They are ready to move ahead on the concession stands next. The WUYS projects that were previously approved have \$13K from FY13 and \$70k from FY15. Mr. Brown is requesting approval to finish the parking lot and concession area and to issue an RFP. Ms. Collins motioned to approve the request. Ms. Jones seconded the motion and the vote was unanimous.

a. Final report on Head stone wall work west slipway. – Tony Millham reported the time line of the project. There was only one contractor for a total bid of \$15,100 who that responded to the RPF. The contract was executed in September and the project commenced mid-November and was completed a week and half later. Mr. Millham stated the work is completed to satisfaction of the contract and the invoice for \$15,100.00 can be paid. The balance left for this project should be held for the spring should additional seeding be required.

**Review and approve Annual Report.**

Ms. Collins motioned to approve the report. Ms. Jones seconded the motion and the vote was unanimous.

**Administrative Funds request.**

Mr. Raus, on behalf of Ms. Slade, explained that she is requesting \$2,500 from Administrative funds in order to hire Lenora Robinson to organize historic documents in the Town Hall Vaults so they may be used by town officials as necessary. This work will also support the need to make the digitized historic documents organized in an expedited manner so they can be included on the new Town website currently being set up. Ms. Collins motioned to approve. Ms. Jones seconded the motion and the vote was unanimous.

**Correspondence.**

None.

**Invoices.**

Jack's Landscaping for work at the Head of Westport Landing \$15,100.00

CPA Coalition dues \$1,750.00

Members unanimously voted to pay the invoices.

**Next meeting.**

February 11, 2016 at 7:00 p.m. at Town Hall

**Adjourn.**

The meeting was unanimously adjourned at 7:45 p.m.

Respectfully submitted,  
Lucy Tabit, Recording Clerk