



COMMUNITY PRESERVATION COMMITTEE

MINUTES OF REGULAR MEETING AND PUBLIC MEETING

Thursday, September 13, 2018

Chair Betty Slade called the regular meeting to order at 7:06 pm with Vice-Chair Tim Gillespie and members Dale Weber, Marc De Rego and John Bell present. Members Janet Jones, Hugh Morton and Elizabeth Collins were absent.

Minutes

August 16, 2018.

Motion by Mr. Bell to approve. Seconded by Mr. De Rego. The vote was three in favor with Mr. Gillespie and Ms. Weber abstaining because they were absent.

Public Informational Meeting 7:10 pm

Public Meeting to gather input of the needs, possibilities and resources of the town regarding community preservation funding for:

- a. Open Space & Recreation.
- b. Historic Preservation.
- c. Community Housing.

During the discussions, it was noted that the deadline for project submissions for recommendation to the May, 2018 Town Meeting is at the December 2018 CPC meeting.

Ms. Slade read the Public Meeting notice and commentary was given by the following:

Westport Historical Society - Ms. Jenny O'Neill, Executive Director of the Historical Society was present and reviewed the projects for which they have received an appropriation but no work has been done. One such project is the Bell School foundation that needs structural work. The second project is to restore the bell tower and the lean-to in the back of the Bell School. The Historical Society issued RFPs but the bids exceeded the amounts that were appropriated. Ms. O'Neill asked the members of CPC to consider a request for additional funds to meet the costs of these projects. She added that because these projects haven't taken place, they have had time to look at the rest of the building and brought in Nathaniel Allen to look at what needs doing. It was found that the cedar roof which is entering the end of its life needs replacement, there are minor carpentry needs and a need for cleaning of exterior paint. Another important task would be to improve the storage conditions of their collection – which is a compact collection – and place it in a safe, stable and climate-controlled area in the back of the lean-to. This could be addressed when the structural restoration is underway. Yvonne Barr, chair of the WHS Facilities Committee, added that they would like to investigate the ventilation system where the collection is kept as well.

Mr. Gillespie suggested sweeping the first round of funds, redefine the scope, and request a sum that allows for covering these projects for the foundation, the Bell Tower and lean-to, the climate control system and other incidentals.

This is historic preservation of an important building and Mr. Gillespie suggested specifying the materials in detail that would be used also. He suggested in such projects there are often unknowns that add to the cost. The WHS should put in a larger contingency figure.

During restoration, there are always incidental expenses that is part of the larger project therefore could be budgeted and paid for.

Mr. Gillespie will provide Ms. O'Neill with the name of a historic preservationist. He noted that such a person provided oversight on the Town Hall slate roof and helped when there were issues.

Kathy Santos suggested historic preservation of the Beech Grove Cemetery. The roads have deteriorated with many potholes. Ms. Slade stated that the paving of the roads is not considered historic preservation and suggested that Ms. Santos speak to the Select Board about the needs. Discussion ensued over restoration of the head stones. It was noted that the D/2 developed by Ted Kinnari can be used for cleaning the stones and volunteers are always welcome. The D2 preserves the stones because it kills the algae which eats the stones. It can be provided free of charge to the town. Ms. Slade said she would be glad to help Ms. Santos.

Joseph Ingoldsby.

1. He stated that a town committee has been formed to evaluate the Westport Campgrounds next to the new school. He feels purchasing the land for the purpose of recreation would be good use of CPA funds. It is significant acreage adjacent to the 3 schools and it will have amenities for the future. A minimum of 15 acres is cleared; there is a utility building, water, showers etc. The owner has expressed the desire to sell first and foremost to the Town and the owner has been pressured by realtors to sell. There is a lot of community support for a long-term investment. What he is proposing is to have CPA funds purchase this land.

2. Using funds for the Head of Westport work in coordination with the Seaport Grant was recommended. He suggested looking at the Head of Westport that could be transformed into more of a village atmosphere by putting in such things as brick sidewalks and lanterns to improve the quality of this neighborhood and providing safety of pedestrians. He asked to consider interpretive signage with historical information on them.

3. Providing funds to private owners at the Head of Westport to restore and preserve their houses.

Concerning the purchase of the campgrounds –

Ms. Slade was aware that the town committee had been set up. Ms. Slade stated that CPA funding for open space has been mainly through Conservation Restrictions. There is only one case - the purchase of the Santos property - where

CPA funding directly purchased open space/recreation land. Ms. Slade stated that CPC would need to know all the details; an appraisal will be required; a conservation restriction would be needed, which is limiting; and someone needs to manage the property. He would have to put a project submission together. Mr. Gillespie noted that the CPC generally works with the Westport Land Conservation Trust on open space/recreation projects. One in progress is the St. Vincent de Paul Community Park on Adamsville Road.

Concerning the Head of Westport -

Mr. Gillespie stated that CPA funding can be used for historic preservation and what Mr. Ingoldsby is suggesting is for beautification and other improvements. CPA funds cannot beautify, only restore. He doubted there were ever brick walkways there.

Ms. Slade stated that CPA funding is being used for restoration of the stone walls and remediation work for oil spills has been done there.

The Head of Westport was designated by the Westport Historical Commission (WHC) as a "historic area" and has been so registered with the Massachusetts Historical Commission (MHC). Therefore such work could be done, but not the beautification part. She suggested having it designated a "historic district" for more protection of the historic nature of the Head. The WHC can only protect those houses on the Westport Historic Inventory for a year if the owners wish to tear them down, but after the year, owners can demolish them. The WHC cannot do anything about neglect. Mr. Ingoldsby would need to reach out to the neighborhood to set up a historic district.

About preserving historic homes -

Mr. Ingoldsby discussed offering funds to protect resources as in historic homes. Ms. Slade stated that the problem is that these buildings must be open to the public. She also mentioned there are tax incentives for the people who want to do that.

CPA funds are not used for restoration of private homes unless they are "open to the public." Westport has not done any kind of financing of this kind. Private churches open to the public have been given CPA funds, but that has now been cut off by the courts.

Jane Loos, Executive Director of Concerts at the Point. Ms. Loos stated that the Westport Point Church was a recipient of CPA funds and the Concerts at the Point have benefitted indirectly because they rent the space which has wonderful acoustics. She stated that they support education and artists with the donations they receive. The ticket sales cover only half of the cost with a quarter more coming from businesses and another quarter from donations. She said that they are too a community culture preservation organization using local resources to allow all to benefit from it. She was not suggesting a project, but rather pointing out that there is need for cultural preservation in Westport and how the CPC was indirectly helping that.

The Public Meeting concluded at 8:10pm

Regular Meeting Items

- a. 2015 Grange Project developments, adjustments, and request to use funds. Ms Slade explained that due to a misunderstanding all the funds had been swept from this account. However, the accountant was able to recover the funds to meet this last bill. Mr. DeNardo was present and presented the final invoice for the foundation and drainage expenditures. He will sign off on the request to sweep the remainder of the funds once this final check is issued. The members approved payment of the bill. See below.

- b. Oscar Palmer Farm report and request to use funds.
Laurie Marinone was present. She explained to the new members how she and Norman Anderson obtained the property. The window preservation phase of the project is nearly completed and they expect to finish by the end of October. The window characteristics are very nice with wavy glass and the storm windows would be the historic kind that are latched on from the outside and stored when not in use. They are required to maintain the historic character of the house as a condition of the historic preservation restriction overseen by the WHC. She explained that they would like to restore the milk shed as a new project that was not previously included. The new request is for the funds for materials to replace the cedar shingles, rake boards, the window, and build a new pine door. Norman would provide all the labor. The estimate for the materials for restoration is \$1,601.60. Mr. Gillespie noted that on the estimate is for FJP cedar but he suggested that there are other products that are not finger jointed and would work better. The only pine would be for the door the rest would be cedar. Ms. Slade asked if the WHC had seen this, and Ms. Marinone stated not yet but would be submitted to them.

Ms. Slade noted that Ms. Marinone had asked about rebuilding a corn crib agreed upon with the WHC following the design of the one at the Little Compton Historical Society. Since it is a completely new building, the CPC members agreed CPA funding could not be used for that.

Ms. Marinone noted that the Barn annex floor board needs restoration and it was agreed that can be used with the existing funds.

Ms. Slade mentioned restoration of the stones and the walls in the Handy-Brownell private cemetery on their property because Mr. Anderson had proposed that in the past and walls. Discussion ensued and Ms. Slade suggested discussing with the cemetery department.

- c. Town Hall roof preservation. The final work on the wall and ceiling in the BOS meeting room will need to be done. Mr. Gillespie will look into it. Motion by Ms. Weber to approve Mr. Gillespie to have the work finished. Seconded by Mr. Bell. The vote was unanimous.
- d. Town Hall Annex gymnasium completion. It is completed but Mr. Gillespie asked to hold remaining funds for awhile

- e. Town Hall roof preservation completion. It is completed by Mr. Gillespie asked to hold remaining funds to see how the roof holds up in the winter.
- f. Review of CPC expense accounts. Reserves unavailable. Ms. Slade reviewed the document stating that the empty dollar amounts means the project has been completed, cancelled and/or remaining funds have been swept. Each outstanding project has a liaison. Liaisons should oversee those projects, report to the CPC, and make sure there are enough funds available. She noted that one line item missing is for the Grange for \$5,250 which the accountant had assured were available..
- g. Review of projects for which funds may be swept:
 - 1) New Form for sign-off for sweeps. Ms. Slade noted that the project manager will be required to sign off when there is a sweep. This will help streamline sweeping the funds back into the accounts where the funds originated from and guaranteeing that the project is complete.
 - 2) Playground Access and Re-Hab FY14 \$12,029.95 Hold.
 - 3) Town Hall Annex Gym Re-Hab and Access FY15 \$13,923.00. Hold
 - 4) Restoration of Fence Posts FY17 \$5,779.50. Mr. Gillespie motioned to sweep the funds. Seconded by Mr. De Rego. The vote was unanimous.
 - 5) Town Hall Annex Roof \$20,671.00. Hold.

Ms. Slade noted that the reserves on the handout are not accurate because the Town Treasurer has not provided the figures to the accountant yet.

- h. CP-3 Report review. Report submitted by Affordable Housing Trust (AHT). Ms. Slade stated that she and Mr. Bell completed the CP-3. She noted the new system for recording Affordable Housing transfers from CPA and completion of the AHT projects so there will be no double counting.

Noquochoke Village is scheduled to be complete by early November. They have installed a denitrifying system that is satisfactory to the Planning Board and had invited a site visit by town officials which Ms. Slade attended.

Any other business not reasonably anticipated.

None.

Correspondence not already covered

None.

Bills

- Signature Signs for 20 CPC signs for projects. \$450.00.
- LePage & Son for the Annex Roof \$79,329.00.
- East Bay classified public meeting and the RFB for the Head Stone Walls Phase III \$126.00.
- Westport Grange 181: for finishing downspouts and gravel trench work \$5,250.00.

Mr. Gillespie motioned to pay the above. Mr. Bell seconded the motion. The vote was unanimous.

Next meeting: October 11, 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:

- 1 CPC Minutes 081618 draft
- 2 CPC Meeting newspaper notice
- 3 Oscar Palmer Farm Images
- 4 Oscar Palmer Farm Humphreys estimate
- 5 Balances Current CPC 09.05.18
- 6 CPC authorization to Sweep Funds Form