



## **COMMUNITY PRESERVATION COMMITTEE**

### **MINUTES OF MEETING**

**Thursday August 3, 2017**

Chairman William D. Raus called the meeting to order at 7:00 pm with Vice-Chair Betty Slade, Hugh Morton, Janet Jones, Elizabeth Collins and Elizabeth Squire. Absent: Richard Lambert & Tim Gillespie.

#### **Reorganization.**

Ms. Collins motioned to nominate Bill Raus as Chair. Ms. Jones seconded the motion and the vote was unanimous.

Mr. Raus motioned to nominate Ms. Slade as Vice-Chair. Seconded by Mr. Morton. The vote was unanimous.

#### **Minutes.**

June 8, 2017

Ms. Jones motioned to approve as amended. Seconded by Ms. Squire. The vote was three in favor with Mr. Morton, Ms. Collins and Ms. Slade abstaining because they were absent.

#### **Acoaxet Chapel Update – Stanley Cornwall**

Mr. Raus stated that there is work under the CPA FY18 grant being done, and may be close to being completed. He is following that project.

#### **WUYS Update (Fernando Larginha)**

Mr. Raus stated the work under the FY18 CPA grant is almost complete.

#### **Update on Gym – plastering and painting**

Mr. Raus updated the committee stating that the project is moving forward. There is a need for plumbing work in a portion of the ceiling. The Plasterer and painter will return to finish that section once the plumbing repair is done.

#### **Update on Annex Roof RFP**

Mr. Raus noted that Mr. Gillespie and Ms. Tabit were working on the RFP. The roof is in dire shape. They will be working with Tim King, Town Administrator.

#### **Update on Head Stone walls**

Mr. Raus stated that last week the Lt. Governor visited the Head Landing site due to the Supportive Coastal Infrastructure Project Grant received by the Town for the Head of Westport. CPA funds for the stone sea walls lining the river comprised the town match to help with this project. The RFB was sent out and only one bid was received in the amount of 189K. The CPA grant was for \$89,000. Mr. Millham had warned CPC that the amount needed to complete the project might far exceed the grant. CPC responded that if that happened, Mr. Millham could consult with the bidder and see what can be done. Mr. Millham did so and came to an understanding with the bidder. More information from Mr. Millham will be necessary to settle this issue.

Ms. Slade noted that the Shorelines did not report any of the CPA funding and recommended a letter to the editor be sent. Members agreed that Ms. Slade should write the letter.

**Update on Preservation of Town records project. (FY06 and FY 13 projects)**

Ms. Slade stated that the maps and other documents were received back from Hudson Archival this past week. The FY06 maps project which was originally directed by Norma Judson and taken over by Ms. Slade is now complete and all funds expended. She noted these digital records will need to be placed on the Town website which brought up the question of purchasing a computer for CPC use especially for the Clerk to do minutes, store records and other activities. This was going to be discussed under administrative spending but the matter was discussed at this point. Mr. Morton suggested that Ms. Tabit look into all aspects of the purchase including need for software and report back to CPC.

**Letter from Ag Open Space Trust requesting funding. (Potential FY19 project)**

Mr. Raus read the letter to the members. The Ag Open Space committee is asking the CPC to consider spending \$150K more to purchase the 28 acre parcel of the St. Vincent de Paul property. Ag Open Space will provide \$350,000. Mr. Raus stated that this is a town project with help from the Land Trust to organize it. Mr. Raus stated that they just wanted to notify the CPC that they plan to come to discuss it. Mr. Morton wanted to know what the borrowing capacity is. Ms. Collins noted that the CPC should prioritize projects. It was clarified that this request is from the Ag Open Space Trust, not the Land Trust. The Ag Open Space Committee will follow up in September.

**Discussion on public outreach for new projects.**

Members agreed upon September 14 for the community public outreach meeting. Ms. Collins stated that the Affordable Housing Trust would like to come back in September. Ms. Slade noted it would be advisable that the Ag Open Space Trust, Affordable Housing Trust should be on this agenda. Ms. Collins asked to place the Trust first on the Agenda.

**Assignment of Project Liaisons to FY18 CPA projects**

**HISTORIC PRESERVATION**

Acoaxet Chapel Phase II Accessibility	\$23,100	Raus
Westport Historical Society Bell Schoolhouse Sill repair and Foundation Work	\$11,150	Jones
Westport Historical Society Bell Schoolhouse Tower		Jones
Historic Town Hall Annex Roof		Gillespie/Tabit
Westport Historic Burial Grounds Signs		Slade
Westport Historic Paul Cuffe Heritage Trail		Squire

**OPEN SPACE AND RECREATION**

Russell Property, Horseneck, Map 44/Lot 1, Agricultural Preservation Restriction (APR)	Raus
St. Vincent de Paul Property Conservation Restriction	Raus
Westport Youth Athletic Association Playing Fields	Morton

## **COMMUNITY HOUSING**

Westport Affordable Housing Trust

Collins

### **Any other business that may come before the Board**

- Update - School District 18 – leased by American Legion Hall, Sanford Road (Commander O'Hara). FY 15 project. Mr. Raus stated he spoke with Commander O'Hara. The septic tank has been molded and poured and is curing before it is installed. The project will then be completed.
- Ms. Slade asked for a vote to sweep \$21,769 from the FY15 project Sanford Rd School #18 Roof Rehabilitation to historic preservation reserves as that project is complete and these are remaining funds.

### **Correspondence.**

None.

### **Invoices**

Hudson Archival for \$2,138.50

\$1,610.90 from Historic Map Collection Project FY 06 to close that account

\$527.60 from Preservation of Town Records II FY13.

Members unanimously voted to pay.

Mr. Raus noted that he signed off on a voucher for the payment of the tight tank. The check is being held until all the work is done and approved by the Board of Health

### **Upcoming items to consider:**

- Sept – CP-3. Ms. Slade and Ms. Squire will work on this which is due by September 15.
- Expenditures from Admin account. Discussion ensued over having a dedicated computer and storage for digital files and hard copies of files. Mr. Raus asked to know what it would cost for a computer. Members discussed the digital files needing to be uploaded. Ms. Slade also noted she is concerned about the cemetery data which is on a private server and she has been asking for years for the town to take it over.

### **Next meeting:**

Sept 14, 2017 at 7:00 p.m. at Town Hall. Public Meeting and Regular Meeting.

### **Ajournement.**

Motion by Ms. Slade to adjourn at 8:00 p.m. Seconded by Ms. Squire. The vote was unanimous.

Respectfully submitted,  
Lucy Tabit, Recording Clerk