



COMMUNITY PRESERVATION COMMITTEE

MINUTES OF REGULAR MEETING

Thursday December 13, 2018

Chair Betty Slade called the regular meeting to order at 5:30 pm with Vice-Chair Tim Gillespie and members Hugh Morton, Janet Jones, Elizabeth Collins, Dale Weber, John Bell and Marc De Rego present.

6:00 pm

1. Minutes

October 11, 2018. Ms Weber motioned to approve. Seconded by Ms. Jones. The vote was seven in favor with Mr. Gillespie abstaining because he had been absent.

2. New Projects

- a. Historic survey and site plan at the Terminus of Main Road. \$11,500 Historic Preservation.

Ms. Slade explained this project at the request of the Town administrator, project manager, who could not make it this evening. The project includes the survey of the historic properties, recorded site plan and boundary markings to delineate the town landing, docks, etc. The total also includes a \$2,500 contingency. The Chair of the Westport Point Neighborhood Association noted that there is little documentation of the historic area. Eventually, a traffic and parking plan will follow this survey project for safety and emergency access. Mr. Morton did not feel traffic and parking were historic preservation. It was explained that those matters would be a second step but not included in this CPA project. Legal fees are not included in this project. Ms. Collins suggested that the owners of the properties be well informed. Ms. Slade stated that they have been informed through various means and have attended meetings.

- b. Phase IV of Head of Westport Landing stone walls preservation. \$36,000) Historic Preservation. Tony Millham, Landing Commission.

The project is a continuation of the stone wall restoration at the Head of Westport and to extend the contract with Russells Mills Contracting. Mr. Tony Millham, Landing Commissioner, explained that the current contractor completed the work on the east side about 9 days ago but they have approximately 68 feet on the west side to complete. The town could expand the current contract up to 25% if the Town and contractor agree. The funding from one year could be used in another year, per the procurement officer, Town Administrator. It is the same work and same project. Therefore Mr. Millham had requested to use \$20K from the FY 2016 toward the 25%. The contractor opted to go for a one year extension of the time period and 68 feet of stone work on the west side will be completed in 2019 valued at \$12K.

The plan is to re-advertise the project in March. Because of time and tide issues, the work can only take place after the end of June. Mr. Millham explained that there is remaining work on the west side of over 600 feet. Of the current \$93,000 appropriated, it will complete approximately 500 linear feet. The remaining feet leave the project approximately \$6k short. He used \$200 per linear foot as a guide. Mr. Millham requested to expand the request to \$36K from (\$21,000) to cover the remaining feet on the west side.

Westport Land Conservation Trust

Mr. Ross Moran, Director of the Westport Land Conservation Trust and Steve Sloan, land acquisition specialist, were present for the two following projects. They explained the following:

- c. Agricultural preservation restriction for the 123 acre Santos Farm on Cornell and Main Roads. \$350,000 Open Space. Steve Sloan and Ross Moran, WLCT. Mr. Sloan explained that this major dairy operation land with its prime soils has been something they have been working on for a while. An appraisal has been done. He would expect to have final state figures by January. Ms. Collins asked about the 1000+ acres mentioned on the map and Mr. Sloan explained that the owners lease other people's land which indicates the amount of land they actually use to continue their operations and also indicative of other lands in Chapter 61A. From the 123 acres, the owners have identified two lots with existing homes and a possible dairy operation facility planned for the future. Discussion ensued over sale of APR land. The sale of properties with conservation restrictions do happen and the restriction is in perpetuity and thus sold with the land. The owner, through a restriction retires his right to develop the land. The restriction allows only certain structures and there is annual monitoring making sure that the agreement is being upheld. The state co-holds the restriction with the town and historically the Conservation Commission does the monitoring. Mr. DeRego asked if there were any provision to protect runoff to waterways. Mr. Sloan stated that there are not specific provisions but the owners would be involved in state-sponsored programs. Ms. Collins asked why this project is a good idea. Mr. Sloan stated that property is a critical piece of land as part of the whole town's agricultural resources and more so since the owners have only now expressed interest. Ms. Collins asked if the APR was not accepted what would happen, what would the owner do. Mr. Sloan did not know but it could not be put aside as opportunities like this do not come often, and sometimes after many years of negotiation. Mr. Morton also added that should one of the owners pass away, their estate would seek to find the value of the highest and best use for the land which could be development. Therefore, this is a good time to take advantage of the opportunity. Ms. Slade asked if the owners will be able to produce finished agricultural products or a cheese factory on this parcel. Ms. Moran the family carefully thought this through and stated that there is a lot set aside from the restriction to potentially have something in the future. It is anticipated that additional information will be available by the next meeting.
- d. Agricultural preservation restriction for the 34 acre Pettey Farm on Sodom Road. Open Space \$150,000. Steve Sloan and Ross Moran, WLCT. This property is farmed in part by the Santos Brothers. The APR appraisal values this parcel based on other APR lands surrounding it among other factors. The APR program recognizes the importance of the cluster beginning just north of this land totaling over 500 acres. Mr. Moran stated Westport is one of the few towns in the state that still has farm land that can be protected. Based on resources, they expect a leverage of 4:1. Ms Slade noted that the CPC would have its own appraisals for both these properties, or a professional review of the appraisals.
- e. Westport Youth Athletic Association. Ongoing playing field construction. \$200,000. Recreation. Keith McDonald, Bob Grillo, and Ken Sullivan, WYAA. WYAA has been working for many years on this. Mr. Grillo noted that there are just under 80 acres the WYAA is leasing from the Town and 35 have been cleared for ball fields. The WYAA does not need to accommodate soccer. The WYAA fields are still multi use fields and they can accommodate field hockey. The school fields will not be available soon and they would like these fields to be available to the schools and adult leagues. He noted there will also be trails through the woods for people to walk. By spring, they plan to seed the rest of the fields because they need growing time. They have some funds remaining but not

enough. They had hoped for matching funding to \$600K but have only been able to raise \$400K. Stone removal remains but all fields are close to the grade they will be, loam was saved to be put back, and drainage is almost complete. Mr. Grillo outlined the total private funding including in kind donations totaling \$1.164 million. CPA funding totaled \$1.122 million and the total development cost \$2.286 million. He showed that the town share was less than 30%. He also demonstrated what other towns have done with total CPA funds. He said he is not asking for that but just wanted the committee to have a point of reference. He recognized donations received from the community. He noted that the remaining fields need completion, drainage, access roadway and other area that can be addressed later and the state curb cut required.

Ken Silvia, president of the girl's softball league stated that they would like to see this project completed because they have no home. They have teamed up with Dartmouth, but their numbers are dropping because families are not willing travel.

Susan Fontaine from the field hockey league stated they have no room for home games and they need a home.

Ms. Collins asked about the people who promised to make a donation. Mr. Sullivan stated they are continuously in dialogue with the potential donors. Mr. Grillo noted that they expect more private funding. Mr. Grillo also noted that they are building an endowment to provide money for maintenance. He also noted that this is a town asset which has had additions from their work, their fundraising and CPA funds. If it weren't for CPA funding, they would not have begun it 16 years ago. Ms. Collins, after the discussion, suggested that CPC consider adding more funds to this project than the requested \$200,000 so that the WYAA could finish the project and obtain more private donations as people see the completion of the project very soon. It was decided to review availability of funding to see if more could be added. The figure of \$300,000 was suggested.

Westport Historical Society

Jenny O'Neill, Executive Director of the Westport Historical Society and Yvonne Barr, Westport Historical Society Facilities Director were present to discuss the next two projects. Ms. O'Neill stated that the WHS requested funding in FY18 for the Bell School sill and foundation. The bids came in beyond the amount of the CPA appropriation and they are now withdrawing their project for \$11,220K. They have a donor who has agreed to provide the funding for repair the sill and foundation. The remaining funds can be swept. Ms. O'Neill endorsed the form to do so.

- f. Historic preservation of Bell School belfry and new wood shingle roof. \$122,335. Historic Preservation. Jenny O'Neill and Yvonne Barr, Westport Historical Society.
Ms. O'Neill stated that the entire cost of this project is estimated at \$166,680; the request this year is \$122,335 total rather than \$110,000 originally asked. Ms. Slade noted that there is remaining funding from FY18 \$44,345. Ms. Slade noted that the Historical Commission provided a letter recommending the project. The project will be using a technique known as double strapping. Nathaniel Allen was present to describe the method which, in the long term would be more beneficial. He explained it further and that it would extend the life of the roof another 50 years. The only issue is that it would raise the roof line up 2 inches and he would have to build additional moldings that would not interfere with the look. He noted that he did this for the powder house and it is not noticeable. Mr. Gillespie suggested that it is better to ask for enough funding to deal with contingencies and more expensive labor, which always happens with historic building projects. Ms. O'Neill stated that they will follow through with these projects with RFPs and take stock of what needs to be addressed next

such as painting the exterior and dealing with collection storage. The foundation work will begin before the roof work.

- g. Wood shingle roof for the Handy House. \$113,200 Historic Preservation. Jenny O'Neill and Yvonne Barr, Westport Historical Society

The Handy House has an asphalt roof last installed in the 1990s and it has begun to leak. The cost was updated to \$113,200 from \$101,000 based on the cost of the double strapping technique and labor. They have received a letter approving the materials from the Historical Commission. Mr. Gillespie noted that the quote of \$5,000 per square is high and he will review the bids once they come in. He suggested obtaining bids before the public hearing so that prices could be adjusted at that time.

3. Recommendations

- a. Review of existing reserves and expected revenues for FY20.

The expense accounts, provided by the accountant were reviewed briefly. Ms. Slade also explained her calculations for estimated funds this year totaling \$1.3 million including last year's reserves. The projects thus far total \$1 million. This is enough to cover what is known and other information from the accountant is still pending. Discussion ensued over the budgeted reserves being enough to be able to increase the WYAA by another \$100K which it was. This does not include the sweep discussed earlier.

- b. Vote on projects which should go forward to the January 10, 2018 CPC Public Hearing.

Mr. Gillespie motioned all projects as discussed to the public hearing. Seconded by Ms. Collins. The vote was unanimous with all in favor.

4. Project updates.

- a. Update on reduction in overall size of the Head Garage project Charley Appleton, WRWA. Ms. Slade noted that the Historical Commission provided a letter of approval of the doors and windows. The WRWA will most likely come in next time to provide an update.
- b. Written Update from the Affordable Housing Trust. Ms Slade noted the Trust would provide an update at the next meeting or in February. Ms. Collins noted that the Affordable Housing Trust will have a proposal for next year. Ms. Slade noted that there is a requirement that there be a grant agreement each year with the Trust.
- c. Two contracts with Hudson Archival. The historic recordings and town annual reports that were not previously preserved are addressed in these contracts and are part of the ongoing preservation. This is not a new project. Mr. Gillespie motioned to approve. Ms. Collins seconded the motion. The vote was unanimous with all in favor.
- d. New Land Transaction Table to be put on website. Ms. Slade noted that this table, which she has been maintaining, lists all land projects that CPC has had. It lists what kind of restriction it is and who owns it among other information. Mr. Gillespie suggested totaling the acres and state funds.

5. Any other business not reasonably anticipated. None.

6. Correspondence. None.

7. Bills.

Hudson Micro Imaging: \$92

Russell Mills Contracting (Head Landing stone work): \$38,295

Member unanimously voted to approve.

Next meeting: January 10, 2018 at 6:00 p.m. at Town Hall. Public Hearing followed by Regular Meeting.

Adjournment

Members unanimously adjourned at 9:45 p.m.

Respectfully submitted,
Lucy Tabit, Recording Clerk

Attachments to Agenda:

- Minutes of 101118.
- Project Submission Sheet for Point Terminus historic preservation.
- Westport Historical Commission letter approving survey work for Main Road.
- Project Submission Sheet for Historic Preservation of Head Stone Walls.
- Project Submission Sheet for the Santos property Agricultural Preservation Restriction.
- Project Submission Sheet for the Pettey property Agricultural Preservation Restriction.
- Project Submission Sheet for the Westport Youth Athletic Association.
- Project Submission Sheet for the Westport Historical Society Bell School tower and roof Historic Preservation.
- Project Submission Sheet for the Westport Historical Society Handy House roof Historic Preservation.
- Westport Historical Society cover letter for projects submitted.
- Westport Historical Commission letter addressing the projects favorably CPC expenses.
- Westport Historical Commission letters approving the revised plans for the River Center building at the Head of Westport and the north doorway plans.
- Housing Office Handout for members.
- Land Transaction table.