



COMMUNITY PRESERVATION COMMITTEE

MINUTES OF REGULAR MEETING

Thursday March 10, 2016

Chairman Bill Raus called the meeting to order at 7:10 p.m. with Vice-Chair Betty Slade, and members Hugh Morton, Anne Brum, Elizabeth Collins, Richard Lambert and Jim Coyne. Janet Jones and Tim Gillespie were absent.

Minutes.

February 11, 2015.

Ms. Slade motioned to approve as submitted.

Mr. Morton seconded the motion and the vote was unanimous with all in favor.

Updates from the Westport Land Conservation Trust.

Ryan Mann, Director of the Westport Land Conservation Trust (WLCT) and Mark McKethrin, Land Protection Specialist were before the Committee to thank them for their robust partnership in land preservation in Westport and to give an update on the following projects.

a. Purchase of Conservation Restrictions on the Nisby and Camara properties.

Mr. McKethrin explained that the state had to review the applications for this and both of these properties have just come out of review. The next step is to wrap up the CRs and to have approval by the BOS for the CRs in early April. This will help to go forward on the Camara property on trails and for fishing platform.

b. Strawberry Fields.

Mr. Mann stated that he would like to keep this project open as they are still pursuing it.

c. Agreement with Town on Mobi-mats on Beach Avenue.

Mr. Mann spoke with Mr. King and Mr. Cornwall from the Commission on Disabilities a few weeks ago. He was tasked with writing a Memorandum of Understanding for the Mobi-mats. The Land Trust has agreed informally to allow placement of the mats at the terminus of Beach Ave on their land for access from the road to the beach. He noted that the mats can be placed on the beach this season regardless of when the drafting of the MOU will be completed. He also noted that the dynamic condition of the beach will also dictate when and where to install them. It was determined that the Land Trust will install and remove the mats but he asked the Town for help as the Land Trust has over 90 properties to manage.

Update on the Affordable Housing Workshop.

Ms. Collins gave an update on the workshop held on Friday March 4, 2016. She noted that there are other communities that have a mechanism to provide and oversee affordable housing. Westport does not. Ms. Slade also attended the workshop and

gave a review. She noted that Westport CPA funds dedicated to affordable house were larger than most other communities. Ms. Slade noted that Ms. Collins was recognized as an "affordable housing hero" due to her role in the Noquochoke Village over the last 10 years. She noted that the workshop did not provide the details of the process as was hoped. Ms. Collins spoke briefly of the Noquochoke process.

Review of American Legion grant agreement and the WRWA grant agreement with Town.

Ms. Slade stated she has been working with the two project managers in drafting the agreements and with the Town Administrator. The next step is to have the Selectmen sign the agreements and then record the documents. Mr. Morton asked if Town Counsel had reviewed this. Ms. Slade stated that this is a boilerplate document (based on previous Town agreements previously reviewed by counsel) and has been vetted by the Town Administrator.

Motion by Ms. Collins to forward to the BOS for signature and subsequent recording at the registry of deeds. Mr. Lambert seconded the motion and the vote was 6 in favor with Mr. Coyne recusing himself because he was involved with the American Legion.

Mr. Morton asked a question to clarify how CPC authorizes expenditures before releasing the funds approved for a project. Detail was given that CPC ascertains that the project is in the appropriate stage in order to authorize releasing of the funds.

Review of "Guide for CPA applications for funding".

Ms. Slade stated that she received one edit from Mr. Gillespie. The members agreed to accept the edit and upload to the website.

Review of "Frequently asked questions and answers about CPC procedures"

Ms. Slade had an addition to one of the sections.

Ms. Collins motioned to approve and place on the website. Seconded by Mr. Lambert. The vote was unanimous with all in favor.

Review of revised "Project Submission Sheet"

Ms. Slade revised the form to include more information and to make sure that the applications are clear when being submitted.

Motion by Ms. Collins to approve and post to the website. Seconded by Mr. Morton. The vote was unanimous with all in favor.

Review of "Proposed update schedule for outstanding projects" – revised.

Reviews scheduled for April will now be scheduled for June as there may not be a meeting in May.

May Town Meeting handout.

Ms. Slade noted there was one typo and that the applicants have time to look at this and will have the opportunity to make a presentation at Town Meeting if desired.

Correspondence and Communications

None.

Invoices.

CLE Engineering \$3,264.49. Ms. Slade motioned to pay the invoice and sweep the remaining funds in the outstanding Beach Avenue project to open space reserves. Mr. Morton recused himself as being involved with the project. Ms. Collins seconded the motion and the vote was six in favor with one recused.

East Bay Classified \$138.60 for the January public hearing ad. Members unanimously voted to pay.

Betty Slade \$121.94 - reimbursement for the CPA/Affordable Housing workshop and mileage on March 4th 2016. Members unanimously voted to pay.

Liz Collins \$35.00 - reimbursement for the CPA/Affordable Housing workshop on March 4th. Members unanimously voted to pay.

Next meeting:

April 14, 2016 at 7:00 p.m. at Town Hall

Adjourn.

The meeting was unanimously adjourned at 8:25 p.m.

Respectfully submitted,
Lucy Tabit, Recording Clerk