



# **COMMUNITY PRESERVATION COMMITTEE**

## **MINUTES OF MEETING**

**Thursday September 14, 2017**

Chair Betty Slade called the meeting to order at 7:06 pm with Hugh Morton, Janet Jones, Tim Gillespie and John Bell. Absent were Elizabeth Collins, Elizabeth Squire and Kevin Carter.

### **Welcome to new member, Rick Carter, Conservation Commission Representative.**

Mr. Carter was not present.

### **Letters of thanks to Dick Lambert and Bill Raus for service on CPC.**

Ms. Slade read both letters to the committee and they approved them to be sent.

### **Minutes.**

Ms. Jones motioned to approve as amended - the time of adjournment should read 8:50 not 9:50 pm. Seconded by Mr. Morton. The vote was four in favor with Mr. Gillespie abstaining because he was absent.

### **New Projects.**

None.

### **Use of Existing Funding for Projects.**

FY12 Estuaries Assessment. \$15,000. Water Resource Management Committee and Planning Board. Jim Whittin, Chairman of the Planning Board & Maury May, chair of the Water Resource Management Committee were not present but provided a letter of explanation. There was a confirmation of use of the FY12 funding for meeting part of the cost of the planning for the targeted integrated water resource management plan. A formal application will be submitted at the November, 2017 meeting for an additional \$15K. Letter attached.

### **Reports of Activity, Completion of Projects and Sweeps.**

#### **a. Janet Jones, Liaison.**

WHS: FY11 Handy House Septic System, Jenny O'Neill.

Ms. O'Neill was present. Ms. Jones checked on the Handy House facility and found it to be complete. Ms. O'Neill submitted the final invoices for the septic system in the amount of \$18,250 and an invoice for fixtures in the amount of \$1,446.26. The remaining funds of \$15,468.14 in the FY11 appropriations will be swept to historic preservation reserves. The public restrooms are functional and in use for the site. Members discussed the events held for the public and what a great community investment the Handy House has been.

Ms. O'Neill stated that the next projects the WHS are working are the FY10 and FY18 appropriated funds for the foundation, the bell tower and the stage at the Bell School. They are working on RFPs for these projects.

Ms. O'Neill also distributed the brochures of the African American and Native American Heritage Trail [FY18 Paul Cuffe Heritage Trail] and the final invoice for \$850.00 the Paul Cuffe website which is part of that project. Members unanimously approved payment. That project is now considered completed with all funds expended.

**b. Hugh Morton, Liaison. WYAA: Ken Sullivan, Keith Macdonald, Bob Grillo, Gardner Lane.**

**1). FY13 WYAA playing fields \$264,055 and  
FY18 WYAA playing fields \$600,000**

Ken Sullivan, president of the WYAA and member at large, Bob Grillo were present. Mr. Sullivan stated that Gardner Lane has raised \$25K this year in addition to an anonymous donation of \$100k. He is also following up on back pledges and there will be one final push this winter. They are looking at planting grass in the spring. Final leveling and drainage basins followed by topsoil and grass are next steps. The road would have to be finished as well. Mr. Grillo stated that they had originally gotten a base bid with add-on alternates. They are thinking of changing some of the aspects because the leagues are getting anxious considering the impending new school project. Both baseball and softball leagues are anxious to have a dedicated space.

Ms. Slade stated she spoke with Gardner and she suggested looking into DCR grants and offered that the farther the project is along, the greater the chance of being awarded a grant. They would be looking into this.

**c. Tim Gillespie.**

**1). FY09 Town Hall Annex Restoration \$11,582.32.**

Tabled to the next meeting.

**2). FY12 Town Hall Annex and COA Accessibility \$7,852.98.  
FY14 COA Historic Preservation.**

Mr. Gillespie will check with the COA director on a possible use of the COA portion with the possibility to sweep those funds. Those funds are not needed for the Annex.

**3). FY15 Town Hall Annex Gym Re-Hab and Access \$29,960.50.**

The recent plastering and painting was only recently done. Mr. Gillespie recommended the gym floor be done in the spring after the leagues. He also noted that the Recreation Commission is going before the BOS on Monday to talk about rehabilitation of the gym and the drainage issues' effects on the newly plastered walls in the interior.

**4). FY18 Town Hall Annex Roof project, RFP. \$100,000.**

The RFP was released from the Administrator today and was mailed to a list of roofers. Submission of bids is now required before October 30 and it is hoped to be complete before winter. The Historical Commission disapproved the submitted color of Weathered Wood and the chair stated that Charcoal would be satisfactory. There are two separate components - the roof and the flat roof

area - which showed up distinctly in the images from the drone that Mr. Gillespie sent up.. Ms. Slade asked Mr. Gillespie to explain how he used his own drone to document the roof and what needs to be done.

**5). FY17 Fence Post Restoration Linden and Maple Grove \$18,422.50.**

The pickets were sent back to the painter and were repainted because the pickets were all stuck together in the original shipment. Nathaniel Allen is working on the project and did extra work when he started repainting will purchase the necessary hardware from FY17 funds. Blacksmith Mr. Millham will provide historic reproductions of some key elements. Mr. Allen has repaired a granite post with the part that was stored behind the shed at the cemetery.

**6). FY14 Town Hall Slate Roof \$17,000.**

Mr. Gillespie is working on capping the chimney to resolve the leaking roof. Any leftover funds can be used to fix the patch inside the Board of Selectmen meeting room.

**d. Betty Slade.**

**1). FY15. Report on Completion of Sanford School, American Legion Hall, tight tank project.**

Sweep remaining funds of \$3,996 to historic preservation reserves.

Ms. Jones motioned to sweep. Seconded by Mr. Morton. The vote was unanimous.

**2). FY16 Report on Camara Project. Request to sweep remaining \$60,000 to open space reserves.**

The Land Trust submitted a letter stating that they are no longer going to develop an ADA trail through this property because the cost of the project and maintenance is prohibitive. Therefore, they are returning the permission to use the \$60K so that it can be allocated back to open space projects. They do plan to open standard walking trails to the public later this year. Ms. Jones motioned to sweep. Seconded by Mr. Morton. The vote was unanimous. Letter attached.

**3). FY13 Preservation of Town Records III \$1,183.30 and FY17 Preservation of Town Records IV \$20,000.**

Ms. Slade would like to hold on to this funding in order to hear back from other departments in case there are any more documents that need microfilming and digitizing. Members discussed the historical documents currently being uploaded to the website. Also mentioned was the need for the cemetery website to have an official place to reside on the web. Ms. Slade will ask the BOS to ask all departments to consider any historical documents that may be appropriate for microfilming and digitizing.

**Review Expense accounts and Website**

Ms. Slade reviewed the expense accounts for the benefit of the members and reviewed the accounts that the CPC has voted unanimously to sweep:

|   |                        |    |           |
|---|------------------------|----|-----------|
| Sanford Rd School #18 Roof Re-Hab       | 26-x-045-190-6015-5824 | \$ | 21,769.00 |
| Sanford Rd School #18 Tight Tank Re-Hab | 26-x-045-190-6015-5825 | \$ | 3,996.00  |

|                                      |                        |    |           |
|--------------------------------------|------------------------|----|-----------|
| Camara Land Conservation Restriction | 26-x-045-172-6016-5941 | \$ | 60,000.00 |
| Cadman-White Handy House-STM-12/7/10 | 26-x-045-190-6011-5886 | \$ | 15,468.14 |

**Any other business.**

- a. Mr. Bell noted that on this Saturday Oct 14, 2017 from 10-noon – there is an open walking tour of the St. Vincent De Paul Camp conducted by WLCT. Mr. Bell will attend.
- b. Ms. Slade noted that the request for a computer for CPC use has been postponed until further consideration.

**Correspondence.**

None.

**Bills.**

- \$19,626.96 for Handy House Septic system. Completes the FY11 Handy House project.
- \$850.00 for Paul Cuffe website for African-American and Native-American Heritage Trail project. Completes FY18 Paul Cuffe Heritage Trail project.
- \$28,685.00 for out buildings at Oscar Palmer Farm payable to Norman Anderson.
- Members unanimously approved to pay the bills.
- Lucy Tabit's submitted bill includes work done on entry of historical documents on the website as approved by CPC from administrative funds.
- Members unanimously approved to pay the bills.

**Next meeting**

November 9, 2017 at 7:00 p.m. at Town Hall.

**Adjournment.**

Members unanimously adjourned at 8:10 p.m.

Respectfully submitted,  
Lucy Tabit, Recording Clerk