



COMMUNITY PRESERVATION COMMITTEE

MINUTES OF REGULAR MEETING

Thursday September 8, 2016

Chairman William D. Raus called the meeting to order at 7:05 p.m. With Vice Chair, Betty Slade, and members Tim Gillespie, Janet Jones and Anne Brum present. Hugh Morton, Elizabeth Collins and Richard Lambert were absent. Jim Coyne arrived at 8:30 p.m.

Minutes August 11, 2016.

Mr. Coyne motioned to accept. Seconded by Ms. Jones. The vote was unanimous.

Powder House Project. Draft contract for work. LT. John Bell sought out contractors and found 6 that would be good candidates. Only one responded and that was from Nathaniel Allen. LT. Bell met with Bill Kendall from the Historical Commission. LT. Bell stated that he was able to collect \$2,000.00 in donations. The contract was drafted and vetted through the Town Administrator. Mr. Gillespie motioned to approve the contract. Ms. Jones seconded the motion and the vote was unanimous. Mr. Allen signed 3 copies of the contract.

Westport Historical Society: Septic System, parking lot, small building for toilets.

Jenny O'Neill presented the plan for the septic system. The CPC has oversight over a portion of the property outside of the area under a preservation restriction. Eventually there will be a historical preservation restriction over the entire property. Emily Vogler, the WHS site planner, was present to describe the site plan, including additions of a small building for toilets "wash house", a parking area and the teardown of the existing garage where the new wash house will stand. It will be a smaller building. All has been approved by the Historical Commission and they have sent a note to the CPC to that effect. The parking area will be on the portion of the property that is not within the preserved area at present. There will be a path (non handicapped accessible) from the parking lot to the Handy House. There would be no accessible parking at the parking lot itself. There will be several parking spots where they are now but dedicated to accessible parking. Ms. Wendy Henderson, Licensed Sanitarian, was present and reviewed the proposed septic system. It is a standard Title V system. The minimum design is for 200 gallons per day. She checked other historical buildings usage and their use is much less than this. They are proposing a 6 foot separation to water table vs the 5 foot required separation. The system can meet the requirements of a 4 bedroom house if needed in the future.

Ms. Slade stated that the CPC voted a long time ago that this was to be an alternative nitrogen reducing system. She said that this was not presented at Town Meeting but voted later. She asked that the WHS explain why they are not putting in such a system. Ms. Henderson stated that the system will have minimal use on a seasonal basis and will not be used at all for several months each year. An alternative system requires constant use to function properly. Mr. Tony Millham from the WHS facilities committee stated that they considered many systems. He stated again that there would be periods of inactivity which cause issues for the nitrogen reducing systems not available. They were not requesting any waivers as the leaching field was far from wetlands and 200

feet from the river. He argued that the cost would be much higher - about \$10,000 or more for a very small reduction of nitrogen overall. The title V system will be before the Board of Health next week. The entire plan has to go to the Planning Board for a site plan review. Ms. Slade noted that since CPA funding is being used for the septic system and if the cost is more than \$25,000 the CPC requires sealed bids. The WHS project is not subject to prevailing wage requirements. Ms. Slade said that the CPC would help with the RFP if desired. Ms. Henderson does not expect to receive any bids over \$25K. Mr. Raus asked the clerk to find the vote of the CPC for the denitrifying system from circa 2010.

Mr. Gillespie motioned that they not be required to go with the de-nitrifying system with the understanding that the load will be light and minimum amounts of nitrogen will be generated and that port-a-potties would be used in large events. Ms. Jones seconded the motion and the vote was unanimous with all in favor.

Ms. O'Neill brought up the question of where to put the small model of the Waite-Potter house presently on the 2.2 acre restricted area. Ms. Jones noted that the Historical Commission had not approved the permanent placement of the model on the property and voted that it should be removed. It is not an authentic reproduction, was not approved originally except as a temporary building project which would be dismantled, and two buildings cannot be on the 2.2 acre restricted area (other than the Handy House). A new "wash house" has been approved to replace the existing garage. Ms. O'Neill wanted to move the model to the property outside the 2.2 acre and needed CPC approval to do so. Ms. Slade asked about accessibility if the model is put at the parking lot. Ms. Vogler suggested their plan could be modified to put accessible spots there but had not been planned for to date. Discussion ensued. The upshot was that without Historical Commission approval of the model itself CPC was not sure if moving it would be the best solution. Ms. Jones suggested that the WHS go back to the Historical Commission .

Ms. Slade noted that Michael Steinitz at the Massachusetts Historical Commission would be sending a draft of the proposed preservation restriction for the entire property to the town.

Update on Oscar Palmer Farm and plans for more work.

Laurie Marinone and Norm Anderson were present to describe the progress and request to replace the sheds like for like, and to repair and replace sills on the windows. They gave handouts. They received WHC approval for the work described in the handouts and the WHC sent a note to CPC so stating. Three categories of projects were identified

Mr. Gillespie motioned to approve the low bid from Brian Calusine for \$2,400 for house window sashes. Ms. Slade seconded the motion and the vote was unanimous with all in favor.

Mr. Gillespie motioned to approve the low bid from Doug Kefer for \$4,600 for the house storm windows. Ms. Jones seconded the motion and the vote was unanimous with all in favor.

Mr. Gillespie suggested that the two outbuildings should be considered separate projects and that three bids for each should be brought to the CPC at the next meeting.

Update on Acoaxet Chapel.

Stanley Cornwall explained the work being done and showed photos of the new ramps. He said the work is of very high quality. The carpenter working has often worked for free. Mr. Cornwall will be asking for additional funds to construct steps at the back of the building as an auxiliary exit. He is asking if this is an acceptable request at this time. Members agreed that this it is.

WYAA update.

Keith MacDonald and Bob Grillo were present. The RFP has been vetted through the Town Administrator and approved. It is ready to be issued. Keith McDonald said that they would be asking for add-alternate bids envisioning different stages. This is an example of private lessors on Town owned land. The bids will be sealed and opened in the presence of the town administrator.. Ms. Slade asked if a CPC member could review and approve the bid rather than have it come back to the CPC thus delaying the start date. Ms. Slade asked, in general, that a member be allowed to participate in this process and discuss with Town Administrator and approve on behalf of the CPC.

Ms. Slade motioned that the bids be opened at Town Hall with Town Administrator Tim King and the discussion will be with Tim Gillespie as to the appropriateness of the bid and for the protection of the Town. Seconded by Ms. Jones. The vote was unanimous with all in favor.

At this time Mr. Coyne arrived at 8:30 p.m.

Westport Land Conservation Trust update.

Ryan Mann, the director of the WLCT spoke about the various projects. The Forge Pond Phase II project (formerly known as Strawberry Fields) is now finally seeing some movement and the plans are to connect the two Forge Pond properties by bridge.

The Camara Conservation Area (2014): the Conservation Restriction for \$140K was finalized and they are moving forward with a 2,100 foot trail from Tickle Road. He distributed a plan approved by the Board of Directors of the WLCT. An additional \$60K had been allocated from CPC to create accessible paths and they are in the process of reviewing successful bids to make the paths. He is requesting CPC approve the bid from Boucher & Heureux to design the pathways. Three written bids were given to the CPC. The WLCT is comfortable with the lowest bid and they recommend Boucher & Heureux.

Mr. Gillespie motioned to accept the bid from Boucher & Heureux for \$6,500 with itemized back sheet. Seconded by Ms. Jones. The vote was unanimous.

Mr. Mann noted the WLCT has a purchase and sales agreement with the former St. Vincent DePaul Camp for 82 acres. They wish to put 70+ acres under a conservation restriction. The WLCT is in the process of evaluating the best use of the remaining 12 acres. The WLCT has sent a letter to the town and is also asking for suggestions from anybody as to the best use of the 12 acres which has buildings on it. Tim Gillespie visited the site and found there are many issues with all the existing buildings and would requires full rehab and possible lead mitigation. The WLCT plans to take a month's time to make their determination after all proposals are received and reviewed, by the end of December. The WLCT will make the decision itself based on what it considers the best use of the property. The WLCT plans to bring an application to CPC for financial help

through a purchase of the conservation restriction. The total project will cost several million dollars.

He also described other projects the WLCT have closed on in the last 9 months.

Town Landing: Head stone wall restoration project.

A. Tony Millham, project manager, followed up on the CPC approval of hiring someone to help oversee the project, as the Landing Commission did not have the technical expertise. He was only able to get one sustainable bid; the others backed out. SITEC bid \$6,500 which was well below the amount authorized by CPC from administrative funds.

Mr. Gillespie motioned to accept the contract. Mr. Raus seconded the motion and the vote was unanimous.

B. Mr. Millham discussed the timing of the process due to possible release of sediments and not being able to commence with work until after Labor Day. The engineer recommended not beginning this project at this point of the year. He stated that he tried to expedite the work in July but received no feedback from the Town Administrator for the RFP. Mr. Millham would like to suggest fall work near the bridge. The problem is timing. Mr. Millham will check with SITEC next week.

WUYS update.

Mr. Coyne motioned to go forward and issue the RFP. Ms. Jones seconded the motion. The vote was unanimous. These will be sealed bids, opened in the office of the Town Administrator, and a CPC member, Tim Gillespie, will have authority to approve the winning bid.

Town Hall Annex project update.

Jim Coyne reported on the status of the painting that was completed and complimented the Sheriff's department inmates. There is need for staging which is expensive so the stairways were not finished. Tim Gillespie will research Cape Cod Staging and Mr. Coyne will contact the Sheriff's office to set another date to finish the stairs if possible.

Resolution of Town Hall Roof leak.

Tim Gillespie reported that he spoke with Ward Hamilton who was hired to oversee the slate roof project for the town hall. The responsibility is on the Shay Co. The building assessment by Mr. Hamilton specifically addressed what needed to be done and the Shay Co. did not do what they were supposed to do. Tim King will send a letter to Mr. Shay requesting he complete the work. If he does not agree we have the fallback on Mr. Hamilton who stated he would honor his obligations.

American Legion RFP results and draft contract for work.

Tim Gillespie stated that Pacheco & Co won the bid for the roofing project. The contract documents need approval. Ms. Slade motioned to approve the contract. Mr. Coyne seconded the motion and the vote was unanimous with all in favor.

Email from Stuart Saginor about Santos Farm conservation restriction.

Ms. Slade suggested that Town Counsel draw up the required Conservation Restriction for the Santos Farm playing fields. She has spoken with several relevant parties and there is disagreement. Since it is Town owned property, the conservation commission cannot hold the restriction. The WYAA cannot hold it because it leases the property—the question is who gets to hold the restriction and how much will it cost.

Mr. Gillespie motioned that Ms. Slade make a request to the Town Administrator, Tim King to ask Town Counsel to resolve this issue and write a conservation restriction and to share the information from the coalition.

Annex Gym Update

Tim Gillespie stated that he worked with Ms. Slade to draft the RFP. The project should go out to bid in January for work to begin in March and he will need to return to CPC to get the RFP approved.

Status of Wolf Pit School project.

Ms. Collins was absent to discuss this. Tabled to the next meeting.

Correspondence.

None.

Invoices.

Acoaxet Chapel: Broden Millworks \$4,268.82

Historic Map Collection: Lenora Robinson \$160.00

Town Hall Annex renovation: Reimbursements to J Hartnett \$46.15; J Coyne 159.94;

Ace Hardware \$1,070.

Members unanimously voted to pay the above invoices.

Next meeting

October 13, 2016 at 7 pm and this will be a public meeting in which the public will be invited to bring projects before the CPC. The clerk, Ms. Tabit, will send out announcements to the town and post announcements.

Adjourn

Members adjourned at 10:15 pm

Respectfully submitted,
Lucy Tabit, Recording Clerk