



## COMMUNITY PRESERVATION COMMITTEE

### MINUTES OF MEETING Thursday, December 10, 2009

Chairman Warren Messier called the Regular Meeting to order and saluted the flag at 7:08 pm with Betty Slade, Lino Rego, Charles Appleton, David Emilita, Tim Gillespie, Norma Judson and Elizabeth Collins present. Richard Spirlet was absent.

Minutes, November 12, 2009 Regular Meeting & Special Town Meeting October 27, 2009  
Lino Rego motioned to accept the regular minutes for November 12, 2009. Ms. Slade seconded the motion and the vote was unanimous with five voting for and three abstentions by Ms. Collins, Mr. Gillespie and Norma Judson as they were absent at that meeting. The minutes of October 27<sup>th</sup> 2009 from the Special Town Meeting were not available.

Presentation on the Town's MASS Affordable Housing Trust (MAHT). Present application for administrative funds, necessary to launch MAHT planning and needs assessment; and or fee to record the trust documents. By Elaine Ostroff – PB and Craig Dutra –BOS.

Selectman Craig Dutra informed the members that this project will preserve Westport's character by helping low and moderate-income residents find affordable housing solutions. The project also advances the goals of CPA by allowing the Affordable Housing Trust to serve as a tool to create and preserve affordable housing. The Trust bylaw will benefit Westport by allowing the creation of a vehicle that can quickly respond to market opportunities and also carryout activities vital to the preservation and production of housing. The Westport Housing Partnership Committee has been trying to provide leadership in expanding and diversifying Westport's housing stock by increasing the number of affordable housing units to adequately meet the needs of the community. The professional expertise and advocacy that the Trust will be able to provide will facilitate and expedite the accomplishment of this goal.

Selectman Dutra explained that this will also allow for gifts to be collected, reorganized and allocated. The trustees will be comprised and overseen by 5 trustees who will be appointed by the Board of Selectmen with one member being a Selectman. The Trust would then be recorded in the Bristol County Registry of deeds.

The amount being requested this evening for consultant services is for \$3,500.00 (the scope of work is outlined on the Project Submission Sheet attached to these minutes). However it is anticipated that an additional amount for Town Attorneys Kopelman & Paige review for approximately \$500.00 and expenses for meetings and workshops for another \$500.00 increases the total to approximately **\$4,500.00**. Mr. Messier pointed out that the trust bylaw was approved at the ATM but no funding was planned. Mr. Messier feels that the funds previously allotted to the housing partnership from the CPC administrative funds

account (approximately \$7,000.00) should be used for the initial \$3,500.00, and then subsequently request additional funds. The administrative funds account has both CPC and Housing Partnership monies in one lump sum but allocated in different amounts..

Ms. Slade feels that legal review and public forums are an integral part of making the Trust work and that it is appropriate to request the additional \$1,000.00 from the CPC administrative account.

Mr. Messier explains that having reserved \$7k for housing, he is concerned that it does not run short and would like an accounting of what is exactly available. Ms. Collins will follow-up with the Accountant's office. Discussion ensued.

Ms. Slade motioned to take an additional \$800.00 (rather than \$1,000.00 because the consultant's expenses would be up to \$300.00) out of CPC's administrative funds account for the use in legal fees and for meetings and workshops related expenses the consultant will incur. Mr. Gillespie seconded the motion and the vote was unanimous.

Tim Gillespie motioned to approve \$3,500.00 from the Housing portion of the administrative funds account for consultant services. Ms. Slade seconded the motion and the vote was unanimous.

Discussion on proposed application to create a Sensory Garden or passive recreation site at the Westport Elementary School.

*Tabled for the next meeting – pending additional information.*

Update on the progress of the proposed paper being prepared by the Coalition for Buzzard's Bay, re: the Estuaries Project, and status of the contemplated larger meeting in discussion to be scheduled by Representative Mike Rodrigues. By David Emilita.

The Estuaries Committee will meet on December 15, 2009. Representative Michael Rodrigues and other parties will meet on December 17 and another Estuaries Committee meeting will be held on December 22 to recap. The Chair asked David Emilita for a report. He stated that there had been discussion that led to the aforementioned meeting dates and there would be a report made after said meetings had taken place. Chair asked that David Emilita attend the meetings, along with the two Estuaries Committee members on the CPC, Liz Collins and Tim Gillespie. It is expected that Mr. David Cole, chair of the Estuaries Committee, will report in full to CPC at its January meeting

Review of time line for submissions and hearings date in preparation of ATM.

All projects must be submitted and approved by the March meeting in order to be scheduled for April hearings – see Town web site for the language used to clarify this.

Schedule April 8, 2010 for required public hearing for proposed projects to be presented at ATM. Newspaper Ad language with dates for publication the weeks of March 25th and April 1st 2010 (Shorelines).

Mr. Messier will work with Ms. Collins to draft the language of the ads that will be placed in the weekly Shorelines publication (Thursday print). Should check for submission deadline

Annual Town Report – to be filed with BOS on computer disk before January 29th 2010.  
Ms. Slade has drafted the format and will input the correct figures for Board review and submission (submission is to be on disk in Ariel 10 point format).

Update on the progress of the new Heating System at American Legion Hall/School Building District15. By Lino Rego.

Several actions were reported with regard to the progress of the project. The project is progressing but will be delayed by scheduled holiday events at the Hall. Mr. Messier and Mr. Rego are following up on the details.

Update of progress on restoration of historic town ledgers and town reports as reported in The Chronicle. By Betty Slade

Ms. Slade was able to provide advance copies to members by e-mail. A copy will be attached to these minutes.

Reminder of Grand Opening and recognition ceremony of Horseneck Point Lifesaving Station this Saturday December 12, 2009 from 1:00-4:00 p.m. (East Beach Road).

Members were reminded of this event for this anticipated project.

Approve Bills

- Linden & Maple Grove Preservation, Sarah Baker \$408.00
- Historic Inventory Project \$684.00
- Library – Historic Records \$14,705.99
- CPC/L Tabit: \$155.55

Members unanimously voted to pay the above bills.

CPC members agreed that the first public forum for the Westport Affordable Housing Trust will take place at the Board of Selectman room at Town Hall on Thursday January 14, at 6:00-7:30 p.m. as part of the regular CPC posted meeting.

Next Meeting:

Thursday, January 14, 2010 at 6:00 p.m., Regular CPC Meeting at Town Hall.

Adjourn. CPC members adjourned at 8:35 p.m.

Submitted By Lucy R. Tabit, Recording Clerk