

Community Preservation Committee
Minutes
Wednesday, September 1, 2004
Town Hall

Members Present: Mark Kablack, Steve Swanger, Carole Wolfe, Sheila Stewart, John Drobinski, Dick Bell

Not Present: Peter Glass, Chris Morley

The meeting was called to order at 7:30 p.m.

Update on RFP Submissions

There was general discussion about the deadline for submissions (10/13) and confirmation that no formal applications have been received to date. M. Kablack mentioned that there have informal discussions about a potential Open Space proposal by Con Com and that there were discussions re: a "Rails-to-Trails" proposal based upon discussions with the Town Manager. It was not known at the time whether these proposals would be initially for Administrative Funds for purposes of study and consultation or for substantive funding under a particular CPC category.

Request for Administrative Funds for Historical Commission Consultant

Carole Wolfe presented a proposal on behalf of the Historical Commission for use of CPC administrative funds in the amount of \$3,500 for consulting services to be performed by Frederick C. Detwiller of New England Landmarks, in accordance with a contract executed by said consultant on August 24, 2004. The consulting services would include a complete restoration analysis of the Hosmer House over three phases of work, which phases would occur over a period of approximately 10 years. The first phase of work would be the initial focus of the consultant, resulting in a detailed scope of work to be presented to the Commission this fall. The Commission hopes to use the scope of work as a basis for submission of a proposal for further funding under the current CPC-RFP (deadline of October 13, 2004). The second and third phase scope of work would be completed in or about April, 2005.

A motion was made by John Drobinski, seconded by Steve Swanger, to approve an expenditure from the FY05 Administrative Funds, not to exceed \$3,500 as outlined in the

contract with Frederick C. Detwiller of New England Landmarks, dated August 24, 2004, for technical consulting services regarding historical preservation of the Hosmer House.

Vote 6-0 Unanimous

Update on Cutting Development

M. Kablack updated the CPC on the status of the Cutting project. The Town has closed with the Cuttings, recording the deed to the recreation parcel and the Agricultural Restriction to the balance of the parcel. The Town has commenced work in the recreation parcel by clearing and grading the land.

Update on the Housing Authority Proposal

S. Swanger gave a report on site selection. The Housing Authority is still looking at site transfers. Steve noted a potential site on Colonial Road. Steve confirmed that the Selectmen have waived the Town's first refusal rights on both Lettery and Newell. Steve also reported that the developer of the Newell property will probably not entertain an affordable component in the development. Steve also mentioned that the Housing Authority was looking at potential re-use options for St. Anselm. The CPC discussed participation in the St. Anselm task force. M. Kablack reminded the CPC of the Housing Forum scheduled for 10/21.

Review of Fiscal Year-End Reports

M. Kablack distributed financial statements provided by Sue Pettersen and asked CPC members to review the same for discussion at the next meeting.

Fall Meeting Schedule

The CPC selected meeting nights through the fall season for the first and third Wednesdays of the month as follows: 10/6, 10/20, 11/3, 11/17, 12/1 and 12/15. The 12/15 meeting would likely be the public forum on project semi-finalists.

Approve Minutes of June 30, 2004

The CPC held this vote for the 10/6 meeting.

Meeting was adjourned at 8:40 p.m.