

Community Preservation Committee – Nov. 5, 2008  
Approved November 19, 2008

Present: Bruce Keep, Chair (acting); Al DeVito, Glenn Hearn, Dale Julier, Susan Phelps, Peter Rodegast; Tony Nevin, Admin. Asst. Absent: Sean Conley, Lesley Eaton, Ginny Jones.

In Sean's absence, Bruce served as acting chair and called the meeting to order at 5:35 pm with a quorum present. The minutes of the meeting of October 22, 2008 were reviewed and approved unanimously with two abstentions. A budget summary reflecting all requests for funding received by October 31 was presented and reviewed. Including the carryover undesignated balance, the total available to award in FY09 is \$1,077,353. The maximum that can be allocated to community housing is \$671,367, whereas requests in that category total \$952,000. Al argued in favor of holding some funds in reserve. Tony will develop various scenarios for CPA fund allocation and their consequences for future years.

Glenn requested that absent members be telephoned to remind them of the meeting. It was agreed that calls would be made to those who did not appear by 5:45 or thereabouts if they had not indicated that they would be away. This practice was effected immediately with a call to Dale.

Discussion of the applications for funding ensued:

FY09-01, Habitat – deferred until Dale's arrival

FY09-02, Cemetery survey – deferred pending advice from Counsel

FY09-03, Cemetery historic records – clearly eligible (It was noted that the cemetery survey and records proposals have also been discussed by the Capital Improvements Committee)

FY09-04, Town Hall sidewalk – deferred pending advice from Counsel  
(Dale arrived, validating the utility of reminder calls.)

FY09-05, GoGreen fund – The CPC discussed alternatives of arranging a grant agreement or an award letter specifying the purpose of the fund with specific parameters under which work could be contracted and invoices submitted and paid. The possibility of making a smaller preliminary award was considered. Tony will discuss with Pat Manning.

FY09-06, Bridge – It was agreed that the sum requested was a very large fraction of total community housing and priorities would be required.

FY09-07, Helm fund – The CPC discussed the need for IAHF to report on the numbers of recipients, their status relative to area median income, and their town of residence, even though the funds awarded in FY08 were not conditioned on WT residency. Tony prepared a draft memorandum of understanding for review with Pat Manning. Glenn raised the question of eligibility for Helm mortgages for otherwise qualified owners of properties not belonging to IHT. It was suggested that we approach the other towns that also are being asked for funds to arrive at a uniform way to handle CPA appropriations to the Helm fund.

FY09-08, Rental assistance – no concerns were noted

FY09-09, Water quality study – no application for funding has been received.

FY09-10, WT Church – The CPC reviewed the components of the project and agreed that they met eligibility requirements for bringing historic resources into compliance with ADA, building, and health codes. A statement of historic resource status will be required from the Historic District Commission. The question was raised of whether to consider awarding the entire \$150,000 in this year or spreading funds over 4 years as the work proceeds. Marian Irving will be invited to the Dec. 3 meeting to discuss funding alternatives.

FY09-01, Habitat revisited – It was noted that the enhanced septic system required for 2 bedrooms on 1/3 acre would be very expensive to install and maintain, so a larger lot would be more appropriate for the project. Dale reported that there had been no contact with the Stoney Hill Road Association and Glenn reported no contact with the WTAHC. The CPC agreed that it could not wait indefinitely and stated that Habitat must have made contact with Stoney Hill and WTAHC by Nov. 19. Tony will convey that message and ask a Habitat representative to attend the Nov. 19 meeting.

FY09-13, 250 State Rd. – It was agreed that the use of funds for making two more homes available at less than 100% area median income was an appropriate use of CPA funds. The question of funding for the Habitat house planned for the 250 State Road project was raised, and will be addressed on Nov. 19.

The CPC agreed to review all community housing proposals on Nov. 19, with a Habitat representative and with Pat Manning and Philippe invited to attend at different times.

The administrative budget for FY2010 was discussed. Because the job classification review is in progress, Tony's pay is unknown; it was agreed that \$10,000 would be budgeted. \$1500 in dues to the CP Coalition and \$300 for travel to Coalition workshops will be budgeted. The budget will also include a line for legal consultation with Town Counsel in order to relieve the Town budget of CPA-related legal work; Tony will get estimated amounts. The final budget will be presented for approval on Nov. 19.

The meeting adjourned at 7:15.

Respectfully submitted,

Tony Nevin  
Administrative Assistant