

**TOWN OF WEST TISBURY**  
**COMMUNITY PRESERVATION COMMITTEE MEETING**  
**Wednesday, March 7, 2018, 5:00 pm**

**Present:** Bea Phear-chair, Tara Whiting, Nancy Dole, Cheryl Lowe, Scott Stearns, George Brennan, Conservation Committee member, Pam Thors, Administrative Assistant

**Absent:** Dale Julier, Glenn Hearn, Lesley Eaton, Chuck Hodgkinson

Bea called the meeting to order at 5:00pm.

Pam said that Scott and Philippe met to discuss the funding requests for Scott's Grove going forward. Scott said that he wants it to be clear with each payment request that the contractor has received payment for services rendered. He said that he told Philippe that he understands that it may not be possible to have all the Contractor Lien waivers prior to payment but at the end of the job before final payment, all should be in the file. He mentioned that the last lien waiver he received from Philippe stated the "amount due" rather than "amount paid". He said he would speak to him about this.

The minutes were reviewed and approved with four abstentions, (Tara, Nancy, Scott and Cheryl)

The following invoices were reviewed and approved:

Dukes County Regional Housing Authority-March 2018-\$5,490.00

Dukes County Regional Housing Authority-April 2018-\$4,940.00

Island Housing Trust-Scotts Grove Affordable Housing project-\$248,045.92

Administrative Assistant Payroll-\$2,025.59

WT Affordable Housing Trust Expenditure- \$3,833.75

Bea brought the committee up to speed as to why Island Housing Trust was asked to create the Scott's Grove LLC. She stated that the bank requested that the Scott's Grove project be owned by an entity separate from The Island Housing Trust to protect it from possible liabilities relating to other projects. The LLC was formed and all documents have had to be modified to reflect the change. Cheryl asked if the LLC is insured. Pam was asked to look into that question.

Pam stated that the Finance Committee notified her that she did not need to advocate for the Affordable Housing Trust warrant article. There had been a concern about the article, that has been resolved. Pam said she would find out if all warrant articles had been recommended or not.

Bea said she had spoken to Michael to clarify the details on the affordable homes still at risk due to the original Affordable Housing covenants. She also asked Rhonda if she had any numbers available. Bea said that the Affordable Housing Committee must have this information in order to be prepared to support their warrant article at the Annual Town Meeting, (ATM). Rhonda told her that there are 42 units, half of which have been refinanced and are under the new covenants. She said that some are still under the old covenants but when they are refinanced, the new covenants will be put in place. She said there are new units that are under the new covenants. Bea told her that by ATM, they should know exactly how many units are in each category. Pam mentioned that Stuart Saginor had emailed to say that if the fund is going to be a revolving one, that there must be a good accounting system set up to track funding. Bea stated that unspent funds would go back to the CPA Undesignated Reserve after 5 years anyway. It was clarified that the house in foreclosure is the only one in this situation at the moment but that there may be others in the future.

The warrant articles were each assigned an ATM rep. The list is as follows

Article 28-Agricultural Society Doors-Cheryl Lowe

Article 29-MV Garden Club Doors-Cheryl Lowe

Article 30-MV Museum Peddler's Wagon-Bea Phear

Article 31-IHT Greenwood Ave Aff. Housing-Dale Julier

Article 32-Affordable Housing Trust-Bea Phear

Article 33-Dukes County Regional Housing Authority-Nancy Dole

The meeting adjourned at 5:35 pm.

Respectfully Submitted, Pam Thors