

COMMUNITY PRESERVATION COMMITTEE

Public Meeting and Hearing Minutes

July 16, 2019

7:00 P.M.

Second Floor Conference Room

141 Keyes Road

Pursuant to notice duly filed with the Town Clerk's Office, Concord's Community Preservation Committee held a public meeting and hearing in the Second Floor Conference Room at 141 Keyes Road, starting at 7:00 P.M. Committee members John Cratsley, Peter Ward, Hester Schnipper, Burton Flint, Judy Zaunbrecher and Tom Kearns were present.

Mr. Cratsley called the meeting to order at 7:02 P.M.

Mr. Cratsley stated that Peter Ward and Diane Proctor have been appointed to the Committee by the Select Board. Ms. Proctor could not attend tonight's meeting.

Wheeler Harrington House Preservation project Request

Ms. Gill explained that Ryan Orr, Director of Facilities, has requested permission from the Historical Commission to demolish a chimney located on the rear ell at The Wheeler Harrington House. Mr. Orr has stated that the chimney is not connected to anything on the inside, and its location so close the side of the house makes it almost impossible to shingle or place any siding between it and the house. Mr. Orr recommends removal of the chimney due to the excessive use of roof tar and because there is no way to flash the chimney or wall. The Historical Commission asked what other options have been considered. Mr. Orr stated that dismantling, re-mortaring and properly flashing the chimney would be a job and expense that the facilities team could not do on their own. He stated that if the CPC funds could be used for this, it may be able to be done (by outsourcing the work). Ms. Gill explained that the funds approved at the 2016 Annual Town Meeting were approved to "repair the roof structure and masonry, replace the roof, and replace and install new rainwater disposal systems on all sides of the house..." Ms. Gill stated that the Committee is being asked to determine if this project fits within the scope of the original application. The Committee discussed the project and agreed that this request is within the scope of the original application.

Ms. Zaunbrecher motioned to find the requested work within the scope, and thus approve the use of funds for this project. Mr. Kearns seconded the motion and ALL OTHERS VOTED IN FAVOR. The motion passed (6-0).

2020 Community Preservation Plan Updates

The Committee reviewed the draft 2020 Community Preservation Plan, and discussed all of the edits marked in green. The Committee asked that the membership on page 51 is updated, and that the income chart on page 11 is updated.

Mr. Flint motioned to adopt the plan as amended and discussed. Mr. Ward seconded the motion and ALL OTHERS VOTED IN FAVOR. The motion passed (6-0).

Commission Membership and Officer Elections

The Commission discussed it’s membership and the two vacant officer positions.

Mr. Kearns motioned to appoint Burton Flint as Secretary and Judy Zaunbrecher as Treasurer. Mr. Ward seconded the motion and ALL OTHERS VOTED IN FAVOR. The motion passed (6-0).

Other Business

Ms. Gill stated that the 930 Main Street purchase is moving forward. She explained that while the initial offer to purchase fell through, when the house was placed on the market, they made another offer and it was accepted. The same amount of CPC funding previously requested and approved will be used towards the purchase of the house. Ms. Gill stated that she will keep the Committee updated on the project.

The Committee had a brief discussion about potential projects that may be submitting for CPA funding.

Project Update Report and Project Status Reports

Ms. Gill gave a brief project update report to the Committee, letting them know which projects had invoices paid since the last CPC meeting. The Committee reviewed the project status reports that were submitted for all of the open CPA projects.

Approval of Minutes

The Committee discussed the draft minutes and recommended some amendments. There were no proposed amendments to the February 20th minutes or the May 28th minutes. The Committee asked that the work “moved” is added to the March 19th minutes and to note that Mr. Cratsley recused himself from the church discussion in the June 18th minutes.

Ms. Schnipper motioned to approve the meeting minutes for the February 20th, March 19th, May 28th and June 18th meetings as amended and discussed. Mr. Kearns seconded the motion and ALL OTHERS VOTED IN FAVOR. The motion passed (6-0).

Ms. Zaunbrecher moved to adjourn the meeting. Mr. Kearns seconded the motion and ALL VOTED IN FAVOR. The Meeting was adjourned at 7:47 P.M.

Respectfully submitted,

Heather Gill
Senior Planner

Minutes Approved on: _____ September 3, 2019 _____

Secretary