

Community Preservation Committee

November 5, 2014

Meeting

Members Present: Andrea Langhauser, Cyndi Andrade, Tom Terpstra, Dan Crafton, Betty Lehan, Betsey Whitney

Members Absent: Paul Terrio, At Large Member, Precinct 2

Visitors: Ann Proto

Meeting called to order by Chair Cyndi Andrade @ 7:45 p.m.

Copy of agenda attached

Town Pond – Update on Damaged Inflow Pipe

Town Pond is located behind the Old Town Hall

Ann Proto gave a brief overview of the history of the Pond.

Town Pond is a man made pond engineered and designed by Ken Wood.

The pond was spring fed through a pipe.

1 year ago Rob Truax's brother tried to blow debris out of the pipe and the DPW has also tried to correct problems with pipe.

It has been determined that the pipe cannot be repaired. The pipe is no longer connected to the gate.

Ann is interested in determining if replacing the pipe is within the scope of the original project?

Original Budget was \$85,000.00 Balance \$55,541.00

Dan Crafton will place on agenda for the next Con Comm Meeting

Ann is requesting that remaining funds be used to cover costs to repair, replace, or rehabilitate pipe/ pond.

Pondville Informative Sign

Copy of Pannier estimate attached

Copy of Procedure for producing panel attached

Betsey Whitney updated the committee on the Pondville Panel:

Panel layout complete

Rough draft of panel sent to Tri County

Tri County working on panel layout

Linda at Tri County requested work order

Work Order needs to first go to Historic and then to CPC

Pannier has return project quote for \$1293.00 including shipping costs

Fales Memorial Park – Sign Installation

Copy of Barbara Bartholomew Update attached

Town of Norfolk Walking Tour – Update

Copy of draft brochure attached

Original Budget \$3000.00

Mileage 2.08

Committee Members discussed completing Town of Norfolk Town Center Walking Tour.

Suggestions:

Hiring an individual to complete the project

Estimate would be required

QR Code to make the Walking Tour Smartphone Accessible

Place Downloadable/Printable Brochure on Historic Website

Brochure needs to be grammatically edited

QR Code to make the Walking Tour Smartphone Accessible
Place Downloadable/Printable Brochure on Historic Website
Brochure needs to be grammatically edited
Photos need to be improved (before and after images)
Donna Jones is interested in project and has Project Manager Potential

Cyndi Andrade makes a motion to accept the minutes dated September 17, 2014 as edited. Motion seconded by Betsey Whitney. All in favor Vote 6-0-0

Cyndi Andrade makes a motion to accept the minutes dated October 1, 2014 as written. Motion seconded by Betsey Whitney. All in favor Vote 6-0-0

Cyndi Andrade requested that we locate Barbara Bartholomews' estimate for the three panels City Mills, Fales Memorial and Pondville for the next meeting December 3, 2014. Will also request Munis Reports

Vouchers

Town Pond 21501 500078 – Town of Norfolk DPW	\$24.00	(#673626)
Town Pond 21502 500078 - Norfolk Power Equipment	\$265.00	(#00413)
H. Olive Day 21502 500152 – Kyle Zick	\$225.50	(#2014-185)
CPA Expenses 21502 578000 – WB Mason	\$83.18	(S022211917)
Gumps Farm 21502 500148 – Lawn Management Corp	\$175.00	(#474765)
Rockwood Rd. Historic District – Kathleen Broomer	\$4987.50	

(Invoice)

Adjourn

Betsey Whitney makes a motion to adjourn. Motion seconded by Cyndi Andrade. All in favor Vote 6-0-0

Meeting adjourns @ 9:45

Minutes compiled by Michele Thoener

X _____
Betsey Whitney, Clerk