

Community Preservation Committee  
Meeting

February 4, 2015

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

Visitor: Barbara Bartholomew, Mark Kinney, Bill Crump, Ann Proto, Donna Jones, Kevin Doolin

*Meeting called to order by Chair Cyndi Andrade @ 7:35 p.m.*

**Ground Radar Scanning**

Barbara Bartholomew was present to brief the committee on a project being proposed to do a Ground Penetrating Radar Scanning at the Norfolk and Pondville Cemeteries.

Will be scanning 3600 sq ft at the Norfolk Cemetery and 7458 sq ft at the Pondville Cemetery for a TOTAL of 11058 sq ft

Estimated Cost \$5,000.00

The purpose is to identify unmarked graves in the Cemeteries to / and prevent accidental disturbances of burial sites.

The cost is broken out at a daily rate of \$1850.00 (3D imaging)

It takes approximately a day to scan ¼ of an acre

DPW will be overseeing scanning operations

Work will be performed April thru November

***Copy of Request for Preservation Act Funding on file with CPC***

**Highland Lake**

Barbara located original inspection with the state.

Filed application for Freedom of Information and received approximately three weeks later.

Inspection Report is dated August 20, 2009

***Copy filed with the CPC***

It has been determined that the dam is:

Classified as small to intermediate

In satisfactory condition

Low Hazard (low priority)

Sinkholes present (northwest abutment and downstream concrete dam crest deck).

Steel supported concrete roof over the water wheel discharge channel has partially collapsed and deteriorated.

Areas of masonry walls have heavy vegetation growth.

Down stream discharge channel walls have potential to be exposed to high surcharge loading leading to instability.

Site is covered with vegetation over growth making visual inspections difficult.

Non-project inlet culverts are subjected to heavy trash accumulation which could result in reduced lake discharge capacity.

Abandoned pressure case headwall has leakage through concrete cracks and joints.

**Recommended studies and analyses:**

Develop Emergency Action Plan and O&M Manual

Underwater review of the fore bay and spillway

Operational changes during heavy rains and flood flows

**Minor Repair Recommendations:**

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- Remove vegetation to enhance the visual inspection for sinkhole development.
- Remove wall vegetation and shrub roots for the downstream dam and discharge channel walls to prevent wall deterioration.
- Removal / replacement of soil to original levels.
- Remove remaining portion of the waterwheel channel roof to enhance public safety.
- Limit discharge channel wall side loading.
- Consider installation of public warning signs or fencing along the channel wall tops to enhance public safety.
- Inspection report is on file with detailed information for review if necessary.

Repair Costs \$30,500.00

Kevin Roche owns from the East Bank of the River to the Center of the River  
The State owns from the West Bank of the River to the Center of the River

Barbara is interested in a Warrant Article to purchase property from Kevin Roche and repair the dam. She feels that the property has significant Historic value due to the location of a 1731 Blacksmith Shop (partial Structure) located on it.

We would need a land appraisal from Kevin Roche in order to negotiate purchase price.  
Cyndi Andrade would like to pursue options?  
Kevin Roche can petition the Town to purchase the land.  
Andrea Langhauser doesn't feel that purchasing property for dam control is a priority.  
It is felt that the land could be contaminated.

Barbara has also suggested that the DPW do repair work. The question was asked, if to perform this work, would you need to be certified?

Kevin Roche owns from the east bank to the center of the river.  
The state owns west bank to the center of the river

Original Asking Price \$150,000.00  
Repair Work \$30,500.00

**Municipal Housing Trust**

Board Members – Bill Crump and Mark Kenney

Board Members are interested in acquiring additional CPC funding for 2015.

*Copy of document distributed at meeting attached*

May 2012 – 5 Properties – 3 Sold to buyers with local ties  
December 2013 – 4 Properties – 4 Sold to buyers with local ties  
December 2014 – 4 properties – 4 sold to buyers with local preference  
Three closing in March 2015 and One in June 2015

Currently own a piece of property on Main Street and are in the stages of partnering with Tri County Vocational School to construct a new home.

Have added 12 Properties to the Town of Norfolk Affordable Housing

MHTF is hoping to cycle in an additional three homes per year at approximately \$500,000.  
Requesting \$400,000.00 from the CPC  
Sue Jacobson will forward formal application for our records and Warrant Article.

Paul Terrio makes a motion to allocate \$400,000.00 from the Community Preservation Fund to be used to create affordable housing in the Town of Norfolk; or take any other

Paul Terrio makes a motion to allocate \$400,000.00 from the Community Preservation Fund to be used to create affordable housing in the Town of Norfolk; or take any other action relative thereto. Motion seconded by Betsey Whitney All in favor Vote 7-0-0

### **Town Center Walking Tour**

Donna Jones is proposing to be hired to complete the Town Center Walking Tour originally proposed by Harvey Boulay. No additional information to report. Donna has requested to be placed on the agenda for March 4, 2015 Meeting.

### **Town Pond**

Anne Proto attended the meeting to make the committee aware that she has been instructed not to spend any additional funds on the Town Pond.

In June the committee will vote whether to place remaining Town Pond funds back to account it was originally appropriated from.

*Copy of Email Letter addressing Town Pond Funds attached*

### **Open Space and Recreation**

389 final recipients taking survey

Target Campaign by Ann Proto helped get residents to respond (Facebook)

### **Vozella Property**

Property is located at 387 Main Street consisting of 18.6 acres of land surrounding Comey's Pond and City Mills.

81,000.00 sq ft of buildable, but not approved land

Unknown asking price

Last appraised at \$799,999.00

Has been surveyed; no bounds exist

Interested in property being conservation

Two uses – Open Space and Ball Fields

Major concern is contamination-needs to be accessed for arsenic contamination

Mr. Vozella knows that the committee needs to be appraised and soil needs testing.

Appraisal cannot be done until spring

Andrea will speak with planning board at February 5, 2015 Meeting to determine if area supports two-way traffic.

Andrea will show map to Planning Board and Town Engineer to determine Highest and Best Use of property.

Paul Terrio makes a motion to approve having the Vozella Property located at 382 Main Street consisting of approximately 18.6 acres appraised. Motion seconded by Dan Crafton. All in favor Vote 7-0-0

### **Warrant Articles**

Cyndi Andrade makes a motion to appropriate \$35,000.00 from annual revenues for the purpose of funding the Administrative and Operating Budget. Motion seconded by Paul Terrio. All in favor Vote 7-0-0

Cyndi Andrade makes a motion to reserve a sum of money equal to the state mandated minimum amount of 10% from revenues for the future appropriation of Open Space creation, acquisition and preservation; 10 % for the future appropriation of Affordable Housing creations, preservation and support; and 10% for the future appropriation towards the acquisition, preservation, rehabilitation and restoration of Historic Resources. Motion seconded by Betsey Whitney. All in favor Vote 7-0-0

Paul Terrio makes a motion to appropriate \$5,000.00 for Ground Penetrating Radar Scanning at both the Norfolk and Pondville Cemeteries. Motion seconded by Betsey Whitney. All in favor Vote 7-0-0

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**Pondville Panel**

Betsey Whitney explained that the Pondville Panel is on schedule.  
Tri County working on 3ft by 3ft panel  
Reviewing and editing any errors  
Should be complete by June  
Pannier will receive sometime in June

**Gray Property**

Gray property will be handled Lawyer to Lawyer with no middlemen  
Charlie Wyman received extension from state on grant (3 months)  
Project is moving along

**Minutes**

Cyndi Andrade makes a motion to accept the minutes dated January 7, 2015. Motion seconded by Betsey Whitney. All in favor Vote 7-0-0

**Adjourn**

Cyndi Andrade makes a motion to adjourn. Motion seconded by Paul Terrio. All in favor. Vote 7-0-0  
Meeting adjourns at 10:25 p.m.

**X**

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Betsey Whitney, Clerk