

COMMUNITY PRESERVATION COMMISSION MEETING
Wednesday, July 13, 2016
7:30 PM, Room 214, Town Hall

MEMBERS PRESENT: Cyndi Andrade, Paul Terrio, Betsey Whitney, Bob Paschke, Jennifer West

MEMBERS ABSENT :Dan Crafton, Andrea Langhauser, Betty Lehan, Tom Terpstra

VOUCHERS: Frank Zolli, work on Community Garden @ Gumps

Meeting was called to order by Chairperson Cyndi Andrade at 7:40 PM.

Agenda Attached

Proposed Records Project: Carol Green, Town Clerk, presented her request for an Expanded Program of digital scanning (see Attachment: Kofile Technologies) to do “really old stuff, late 1800s to early 1900s. This would complete all remaining records and by the way, Kofile comes extremely highly recommended. Carol explained in detail the “whys” of the overall preservation process and how documents can deteriorate over time, causing an irreparable loss of recorded history. The estimate of \$42,416 is solid and a contingency will be included. Betsey motioned “that we approve the request for funds to digitize all remaining records dating from the late 1800s to early 1900s.” Motion passed unanimously for the amount of:\$47,000.

387 Main Street: 21E soils testing: *Geosphere* saw no red flags. Farming was done 55+ years ago, they saw no need for sampling any soils. Question: What about the potato and hay fields? No need to worry regarding the potato field, is wooded now with roughly 12” of material on top. Regarding the hay field, CPC decided against samples as in *Geosphere*’s professional opinion, there was also no need for samples. *Geosphere* will submit a bill later in the summer. The Purchase and Sales Agreement for the property has been signed but as yet no closing date has been determined. *Land Planning* has submitted an estimate of \$14,800. for a survey and plan plus permanent boundaries. (Cyndi had called 2 other vendors but received no responses.) Bill Halsing of Land Planning told Cyndi that it would be 4 weeks before work began. The work will include: property line research, new lot lines, setting monuments, determining easements, determining cart paths, attending various board meetings and after the survey, posting where private property begins so as to avoid public intrusions onto private property.

Community Garden Update: Gates have been built which allow access to the site. Fencing, “the big deal”, and water lines are in progress. Frank Zolli has built a sample raised bed. Contact will be made with Tom Benedetti (DPW) for the delivery of wood chips to the site. Posts have been installed for a signboard that will thank sponsors.

Open Space and Rec. Plan: Still in progress. Gino has gathered feedback from the various town boards and will submit to the State by the end of July.

Updated Membership List of Norfolk Community Preservation Meeting as of 7/5/16. List was distributed to CPC members.

Fall Town Meeting (11/15/16), Warrant deadline (9/8/16): CPC has only one warrant article: restoration project requested by Town Clerk Carol Green.

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Other: Cyndi Andrade distributed the “munis” document (Attachment) which she had requested of Todd Lindmark, the new Town Accountant. It shows “Open Accounts” and balances..

Minutes: Minutes of June 9 were discussed and edited, but approval was postponed until there is a quorum of that meeting’s attendees to vote.

Motion to Adjourn: Motion made by Betsey Whitney, seconded by Paul Terrio.
Meeting adjourned 8:45 PM.

Minutes recorded by Betsey Whitney for Michelle Thoener, Administrated.
Accepted by,

Betsey Whitney, Clerk

X_____

Elizabeth L. Whitney (Clerk)_____