

Community Preservation Committee
October 1, 2008 Meeting Minutes

Members Present: Kit Bowry, Brad Boyd, Jim Conlin, Joan Gaughan, Dona Kemp, Jack Morgan, Tony Parker. Guest: Greg Mills

Meeting was called to order by Chair Jack Morgan at 7:30 pm, NRC Conference Room, Town Hall

Citizen Speak – no citizens addressed the CPC

Approve August 28, 2008 Minutes – with minor revisions, the minutes were approved as submitted

Approve Payment of Invoices: Morses Pond Phosphorous Inactivation System Project

1. ENSR invoice for \$5,349.90. Final payment (total project cost = \$14,387.93) to ENSR to be charged to CPC for the Morses Pond Phosphorus Inactivation Project. ENSR's invoice was verified and approved by Janet Bowser, Director NRC. CPC approved payment of this invoice
2. GES invoice dated June 13, 2008. Invoice amount is \$117,067.50. In an August 22nd memo to Jack Morgan, Stephen Fader (Town Engineer) recommended payment of \$100,563.75 at this time. Mr. Fader deducted "our standard 5% of the contract amount", or \$6,503.75, to be held as a retainer. Because of some unresolved problems with the generator, an additional \$10,000.00 will be retained until Mr. Fader is convinced it is working properly. CPC approved payment of this invoice in the amount of \$100,563.75.

Update on Recruitment of CPC Administrative Assistant: Kit Bowry and Tony Parker reported on the recruitment process and the candidates interviewed. The resumes of two final candidates were presented to CPC for consideration. A motion to offer the position to Janice Hanna was made, seconded and passed unanimously. CPC understands that hours worked for CPC will be in excess of her regular 40 hour/wk and will, therefore, be at 1.5 times her hourly rate. At the end of this Fiscal Year, the Chair of CPC will conduct both a performance review and an assessment of the administrative assistant position in general.

Old Town Hall Project: As summarized in the minutes of a previous CPC meeting, the RFP for this project resulted in only proposals that greatly exceeded the funding appropriated by the 2008 Annual Town Meeting. As a result, CPC voted, with certain conditions, to authorize the OTH Work Group to proceed with a scaled down project not to exceed \$25,000. The Work Group's scaled down project recommended saving flooring from the second floor, the first floor newel post, two lunette windows and

samples of the post and beam construction for temporary storage in a trailer at the RDF. An opinion was then sought from Town Counsel as to whether or not CPA funds could be expended to preserve the specified artifacts. It is Mr. Robinson's opinion, as stated in his letter to Greg Mills dated September 16, 2008, that the scaled down project is within the scope Article 21 of the Warrant per the 2008 Annual Town Meeting and that "Historic resources", as defined in the CPA, includes the preservation of artifacts that have been determined by the "historic preservation committee" to be of significance to the Town. Mr. Robinson advised that this determination of significance should be reflected in a vote by both the Wellesley Historical Commission and the Community Preservation Committee. He further suggested that the OTC Work Group should present a revised work plan to the BOS, DPW Board, WHC and CPC for approval. Prior to October 1st the WHC voted in support of the finding of historical significance and the revised work plan. A motion was made and seconded to have CPC support the historical designation of the artifacts and to approve the revised work plan. The motion passed unanimously.

Via email communication Mr. Robinson reported that the invoice received from William Gould Architectural Preservation LLC was approximately double the time/amount for which he was contracted by DPW/CPC. Mr. Robinson will request from Mr. Gould an explanation of additional time spent on this project and, if acceptable, Mr. Robinson will amend the contract to reflect the increased hours/amount, obtain signatures from Mr. Gould and DPW and then send a corrected invoice to CPC for approval and payment.