

Community Preservation Committee

Minutes

February 19, 2019

Members Present: John Feener, Karen Carter, Barbara Silberman, Pamela Tobey, and Ellen Preston.

Absent: Catherine Schlichte, Hank McCarl, and Heidi Wakeman.

From the public: Lila

Staff: Jaimie Corliss.

Meeting called to order 6:02PM by Barbara S.

Item #1 Approval of minutes for December 18

MOTION: John F. moved to approve minutes for December 18, 2018 as written. Seconded by Karen C. 5 in favor; 0 opposed; 0 abstained. Motion passes.

Item #2 Amendment of Mattos Field Project

Barbara S. briefed the Committee on her discussion with Patti Amaral. Members reviewed the quote from DPW and email from Patti A. regarding the amendment request. John F. requested a letter from DPW explaining why the CPA would be paying for payroll for DPW Employees and proof of payroll at time of payment. Barbara S. added that the letter should include language that time is beyond normal scope of work for employees and the DPW is more cost effective than other vendors.

MOTION: Karen C. moved to amend 2016 Mattos Field grant contract to reallocate funding for backstop and fencing for the purpose of repairing drainage. Pam T. seconded. 5 in favor. 0 opposed. 0 abstained.

Item #3 Pearl Street Extension

There was discussion related to the Pearl Street Affordable Housing project and its need for an extension. Committee reviewed email and revised timeline provided by Christian Fisher.

MOTION: John F. moved to extend Pearl Street Affordable Housing Project for one year, extending the contract expiration to December 31, 2019. Seconded by Karen C. 5 in favor. 0 opposed. 0 abstained.

Item #4 Advertising and Outreach

Barbara S. discussed the meeting scheduled for February 26th which would be open for applicants to come and ask questions and receive advice on completing the application process. This will take place in the 1st Floor Conference Room at City Hall from 7-8:30PM. There was discussion regarding inviting past applicants to present. Jaimie C. will be reaching out to two prior recipients to see if they could come present, as well as, asking another recipient to write a letter to the editor encouraging applications.

Item #6 SFP

Barbara S. updated the Committee on the status of the Stage Fort Park Canon Restoration project and conversations with conservation organizations. She stated the SFP Advisory Committee has informational materials on how to properly repair the cannons. Barbara S. stated that she and Catherine S. are planning to meet with Jill Cahill, Community Development Director, to discuss an overall plan for the Stage Fort Park area in light of multiple, competing applications for projects in that area.

Item #5 Review Eligibility and Application Forms

There was discussion related to contract award times. Committee members will review application documents and submit changes to Jaimie C.

Item #7 Project Updates

There was discussion regarding any conditions to be included in contracts for 2018/Round 9 project contracts. Jaimie C. reviewed project update list. There was discussion regarding project statuses.

MOTION: Karen C. moved to rescind the 2016 Stage Fort Park Advisory Committee Information Center Masonry project balance of \$16,000.00. Seconded by Pam T.

Discussion: John F. suggested a letter be sent to project contacts stating the funds will be rescinded unless they respond. There was discussion regarding developing a procedure for rescinding funding, where there currently is none.

Vote: 5 in favor. 0 opposed. 0 abstained.

MOTION: Ellen P. moved to rescind the 2016 Stage Fort Park Beautification project balance of \$52,435.13. Seconded by John F.

Discussion: John F. asked about how the funds would be returned to the CPA Fund. Jaimie C. clarified that whenever a project balance is rescinded, the funds are returned to the original

source. This means, if a project is funded from the Open Space Reserve, that is where the balance is returned.

Vote: 5 in favor. 0 opposed. 0 abstained.

MOTION: John F. moved to rescind the 2016 Oak Grove Cemetery project balance of \$15,000.00. Seconded by Ellen P. 5 in favor. 0 opposed. 0 abstained.

There was discussion regarding the Committee for the Arts Mural Triage project balance. Jaimie C. was asked to reach out to Catherine Ryan to inform her the balance of the project is to be rescinded.

Next meeting – March 19

MOTION: Barbara S. moved to adjourn. Seconded by John F. 5 in favor; 0 opposed; 0 abstained.

Meeting adjourned at 7:08PM.

Documents Reviewed:

Project Update List
Mattos Amendment Request
Peart Street Extension Request

Respectfully submitted,

Jaimie Corliss