

Gloucester Community Preservation Committee  
Committee Meeting Report for February 23, 2011

Members attending: Bill Dugan, Stacy Randell, John Feener, J.J. Bell, Karen Gallagher  
Sandy Dahl Ronan

Members absent: Dan Morris, Scott Smith

Staff: Matt Lustig, Community Development Staff

1. The meeting began at 6:30 p.m. Ms. Gallagher moved to adopt the minutes of the meeting held on January 26, 2011 without amendment; Ms. Randell seconded and the committee unanimously approved the motion.

2. John Feener will be leaving the Conservation Commission after he finishes current projects with them and therefore will no longer be its representative on the CPC. The Conservation Commission will appoint a replacement, probably Rob Gulla. Mr. Feener expressed that he has enjoyed working with the CPC.

3. Status of renominations and new appointments. Mr. Lustig will check again with David Rhineland of the Historic Commission regarding the appointment of Tom O'Keefe to the CPC. Mr. Lustig reported that the reappointment of Scott Smith as At Large Representative, Bill Dugan as Housing Representative, and Karen Gallagher as The Planning Board Representative is in process. There are many reappointments in the city and it takes a little time.

Mr. Lustig reminded the CPC that Mr. Bell and Ms. Dahl Ronan needed to be nominated and elected again in order to continue as co-chairs. Ms. Randell nominated them to continue; the CPC voted unanimously that they do so.

4. The status of award letters varies for the ten different CPA projects. Joanne Souza signed the grant agreement for The Gloucester Adventure. Grant agreement letters have been sent to Historic New England and the Gloucester Housing Authority. The other projects need more information before the letters can be sent out. (Refer to the handout passed out by Matt Lustig.) Once the letters are received by the applicants it will take several weeks before all the required signatures are on each agreement. The agreements will be signed by the applicant, the mayor, the city attorney, the director of The Community Development Department, the city auditor, and the head of the purchasing department. The CPC members are advisors and do not sign the agreement.

Suzanne Eagan, the city attorney, reviewed the template of the grant agreement and will look at and have the final say for each one. Although most are boiler plate, there may be some variations depending on timing and schedule of the individual projects.

5. J.J. Bell mentioned that we want the CPA projects to put up the signs referring to their CPA funding. Matt Lustig will control the signs out of his office with standard rules and information as to how they will be put up.

6. J.J. Bell and Sandy Ronan heard from Jackie Hardy that she would like to have an after-action report of the application process. Following are some comments regarding the process from CPC members:

- . Bill Dugan said he thought there was too much duplication; i.e. the applicants had to make their presentations 3 or more times – once to CPC, several times to B & F, and again to City Council. The rest of CPC agreed.
- . John Feener expressed that the Share-file on the city's website might help eliminate the duplication.
- . Bill Dugan suggested that we have an open, public forum at the beginning of the process.
- . There was also a suggestion by CPC members that we speed up the process of getting the proposals to B & F.
- . Mr. Bell and Ms. Ronan said we need to talk earlier with city regarding bonding, if that comes up again.
- . Mr. Bell and/or Ms. Ronan will follow up with Jackie Hardy to set up a meeting.

7. Matt Lustig brought 3 spread sheets explaining where CPA money is.

8. Bill Dugan moved that we be members of the CP Coalition again for FY12. Karen Gallagher seconded this motion and the CPC voted all in favor.

9. Pre-application status for April 1 Round. Matt Lustig reported there have been several inquiries so far.

- . Friends of Niles Pond and Maggie Rosa are interested in funding a study to look at what is harming the pond. This would fit under preservation of open space.
- . Dale Brown has asked about preserving the WPA murals in City Hall
- . Action asked about timing for applications – possibly to create transitional housing for teen moms.
- . Also there is interest in protecting wetlands at GHS.

10. Mr. Bell opened the subject of community outreach regarding the April 1 round. Mr. Lustig reported that he has revised the application schedule on the city's website, that he has emailed all relevant boards and commissions as well as city council members. He is checking with Chris Pantano about an up to date email list. Sandy Dahl Ronan said she would contact both newspapers, asking that they include a weekly reminder about the April 1 deadline. Ms. Ronan will also communicate with the papers about the possibility of doing a monthly CPA update. Ms. Randell will talk with the cable station about broadcasting this informational reminder. Ms. Randell also volunteered to write another

My View, “ one year later”. Ms. Ronan has talked with Nancy Papows about including a blurb in the quarterly tax bill about CPA projects with a link to the website. And finally there was also a suggestion that someone contact Goodmorning Gloucester.

11. John Feener talked about a man from the Community Action Forestry office coming to talk to the city about what are historic trees worth preserving and how this might relate to CPA. The CPC told Mr. Feener to look into this. (Bill Dugan sent this person’s contact information – Alan Snow, Community Action Forester, Amherst Office (413) 577-2966, Fax (413) 545-5995 (West Central Region/Amherst)

12. The next meeting of the CPC will be March 23, 2011, at 6:30 p.m.

13. The meeting adjourned around 8:15 p.m. on Ms. Gallagher’s motion. Mr. Dugan seconded, and the CPC’s unanimous consent.

Documents used during the meeting.

1. 2010 Community Preservation Committee Awards
2. City of Gloucester CPA Projects
3. 2 Fund Balance sheets