

Gloucester Community Preservation Committee

Committee Meeting Report for March 23, 2011

Members attending: Stacy Randell, Sandy Dahl-Ronan, Karen Gallagher, Dan Morris, J.J. Bell, Scott Smith, John Feener, Bill Dugan
Staff: Matt Lustig, Community Development Staff

1. The meeting began at 6:00 p.m. Ms. Randell moved to adopt the minutes of the meeting held on February 23, 2011, without amendment; Mr. Bell seconded, and the committee unanimously approved the motion.

2. Member reappointments. Since the last meeting, the names of Ms. Gallagher, Mr. Dugan, and Mr. Smith were considered by the Council's O&A Committee and recommended for approval at the full Council meeting on March 22, 2011.

Mr. Steve Phillips will be recommended by the Conservation Commission to replace Mr. Feener on the CPC. Mr. Feener said that the CPC should contact the Conservation Commission to initiate the appointment.

The Chairman of the City's Historic Commission has selected Tom O'Keefe to replace the late Ian Lane, but there was no news on the appointment.

Mr. Morris stated his concern that he has been unable to attend Open Space & Recreation Committee meetings due to scheduling conflicts, and that he feels he may not be representing the OSRC as well as he should. If the scheduling conflicts cannot be resolved with the OSRC, Mr. Morris may suggest that the OSRC name another representative to the obligatory OSRC seat on the CPC.

3. Grant agreements. Three of the grant agreements for the first round of funding have been signed by City representatives and sent out to the grant award recipients. For the other projects, there remain outstanding details and questions. Grant agreements will be issued once the recipient meets all of the grant award requirements. Mr. Lustig passed out a document listing each selected project and the status of the grant agreement.

Mr. Bell noted that the mayor will appoint a design selection committee to help with the City Hall project. City Purchasing Agent, Donna Compton, has drafted a request for proposals. A pre-bid meeting will be held for potential bidders on the City Hall project.

Mr. Bell reported that *City Purchasing Agent* Donna Compton considered whether the City Hall project is subject to the requirement to give preferential consideration to women-owned and minority-owned business enterprises. There was some discussion of the implications of the measure. Ms. Compton consulted with the Attorney General's office and determined that the measure does not apply. *Ms. Randell stated that she would research the matter independently and speak with the mayor about it.*

4. Sunset clauses. The CPC discussed whether project funding can be rescinded for non-performance or delays.

5. Signs. Sarah Garcia, the City's Director of Community Development, informed the co-chairs that Mayor Carolyn Kirk is sorely disappointed that CP project signs do not have her name on them. Several alternatives for adding her title and name to the signs were discussed. There was some concern that the CPC hopes to reuse the signs well after the end of Ms. Kirk's term in office. The CPC pondered modes of adding the mayors name to the sign; e.g., the hanging shingle model used by realtors; and whether removable stickers could be used to ameliorate Mayor Kirk's displeasure while preserving the signs for future use. Mr. Bell offered to meet with the sign maker to find an easy and stylish way to add the mayor's name to the sign.

6. Mr. Lustig reviewed the five pre-applications that have been received for the 2nd round of funding. He has heard from several other potential applicants. The deadline for pre-applications is April 1, 2011.

The CPC discussed one particular pre-application and whether it was appropriate for CP funding. The project would use CP funds to conduct a survey of Niels Pond for invasive species and hydrological issues affecting the health of the pond and its resident fauna. The CPC decided that the project is appropriate if it is cast as phase 1 of a broader initiative that would effect protections for real property. Mr. Lustig will contact the applicant and suggest that she rewrite the pre-application accordingly. He will contact all of the other applicants and let them know that the pre-applicants are suitable for further development.

7. Mr. Feener is making arrangements for Alan Snow, the state's head of forestry, to speak with the CPC and the City's other commissions and boards about trees.

8. Ms. Randell, who is on the board of the local community access television station, suggested that a video project could be developed to capture the evolution of a CP funded construction project.

9. The next meeting of the CPC is slated tentatively for April 13, 2011. The meeting will be held if the CPC needs to convene to discuss pre-applications. Otherwise, the next meeting will be on April 27, 2011, at 6:30 p.m.

10 The meeting adjourned on Mr. Smith's motion, Ms. Gallagher's motion second, and the CPC's unanimous consent.

Documents used during the meeting

1. Handout listing the status of round 1 grant agreements, by Matt Lustig.