

# Community Preservation Committee

Minutes

August 20, 2019

**Members Present:** Barbara Silberman, Co-chair, Catherine Schlichte, Co-chair, Hank McCarl, Ellen Preston, Pamela Tobey, and John Feener.

**Absent:** Heidi Wakeman.

**Members of the public:** Bob Whitmarsh, JD MacEachern, and Dave Dow.

Staff: Jaimie Corliss.

Meeting called to order 6:03 PM by Catherine S.

## **Item # 1 Approval of minutes from May 21, 2019 and June 18, 2019**

**MOTION:** John F. moved to approve minutes for June 18, 2019 as written and May 21 as amended. Seconded by Pam T. 6 in favor; 0 opposed; 0 abstained. Motion passes.

## **Item # 2 CPA Coalition Dues**

The Committee discussed the invoice for annual dues for the Community Preservation Coalition. John F. asked if these dues would hinder raises for any staff support.

**MOTION:** John F. moved to pay Community Preservation Coalition annual dues invoice from the Community Preservation administrative budget. Seconded by Pam T. 6 in favor; 0 opposed; 0 abstained. Motion passes.

## **Item # 3 Stage Fort Park Off-Cycle Application**

Catherine S. reminded the Committee that this is the application for landscape design for the path from the Fort to the Welcome Center. Catherine S. asked who would oversee this project. Dave D. stated it would be the Stage Fort Park Advisory Committee (SFP AC) and DPW. There was further review of the scope of the application. Catherine S. asked if the plan review meeting dates could be provided to the CPA Committee so that members may attend. Dave D. confirmed that they would be notified. There was further discussion related to the public meetings and stakeholder engagement that will be included in the landscape design. Bob W. stated the Historical Commission would like to perform a more in depth archaeological survey of the Fort area prior to any landscaping work. There was discussion related to the appropriate timeline for this work. It was suggested that the Historical Commission present to the Community Preservation Committee an off-cycle application. John F. asked if the request was to delay a vote on the SFP Advisory Committee application before the Committee. Bob W. clarified that it is not the intent to delay the landscape design, but would prefer to have the archaeological work done prior to the actual landscaping. Catherine S. stated that without a formal opinion or request from the Historical Commission, a decision cannot be made to delay or supersede the SFP AC's work. Dave D. stated the Historical Commission gave the full support to the SFP AC once they agreed to have a survey.

**MOTION:** Hank M. moved to recommend for funding the Stage Fort Park Advisory Committee Landscape Design open space/recreation project in the amount of \$20,000 as submitted. Seconded by John F. 6 in favor; 0 opposed; 0 abstained. Motion passes.

Discussion: John F. stated the plan should include a construction sequence.

#### **Item # 4 Maritime Gloucester Contract Extension**

Catherine S. reviewed the presentation from the Gloucester Maritime Heritage Center. There was discussion related to the length of time to extend the contract.

**MOTION:** John F. moved to extend the grant contract with Maritime Gloucester through the end of December 2019. Seconded by Pam T. 6 in favor; 0 opposed; 0 abstained. Motion passes.

#### **Item # 5 Discussion of 2020 CPA Fund Applications**

Magnolia Historical – There was discussion regarding the additional documents provided by the Magnolia Historical Society. John F. stated the estimates provided do not both include the installation of fire alarms, which would help protect the investment and a large part of why he supported this project. Hank M. stated he does not believe the budget provided is supported by realistic figures and that the \$20,000 in grant funding, when they have not yet received any, is overly optimistic. There was further discussion regarding the budget provided. Pam T. stated they received a grant for \$4,000 from Essex Heritage. John F. stated he would like confirmation that funds received from CPA would be used to cover installation of fire alarms.

YMCA Camp Spindrift – There was discussion regarding the updated budget and plan provided by the YMCA. John F. stated they should be clear on the language around the multi-use courts, so it is clear the improvements will be extensive. There was discussion regarding funding items that will not change over the course of a master plan.

YMCA New Y – Catherine S. stated they have indicated CPA funds would be used for the splash park.

The withdrawal of the Generous Gardener's application was discussed.

**MOTION:** John F. moved to accept withdrawal from Generous Gardeners without prejudice. Seconded by Catherine S. 6 in favor; 0 opposed; 0 abstained. Motion passes.

There was discussion regarding whether or not additional information was required from other current applicants prior to the Committee's next meeting.

#### **Appointee updates**

Jaimie C. informed the Committee that the Gloucester Housing Authority has elected their representative for the Community Preservation Committee. After they are confirmed by the Mayor they will be able to vote on CPC matters. She added that the Historical Commission's

appointee, Bob Whitmarsh, will need to be appointed by the Mayor and sworn in prior to being able to vote on committee matters.

**Next Meeting –September 17, 2019**

**MOTION:** John F. moved to adjourn. Seconded by Hank M. 6 in favor; 0 opposed; 0 abstained. Motion passes.

Meeting adjourned at 7:26PM.

Respectfully submitted,

Jaimie Corliss