

## **Community Preservation Committee**

**Meeting Report for May 25, 2011**

### **Gloucester Community Preservation Committee**

Committee Meeting Report for May 25, 2011

Members attending: Stacy Randell, Karen Gallagher, Scott Smith, Bill Dugan, Steve Phillips, Tom O'Keefe, Sandy Ronan

Staff: Matt Lustig, Community Development Staff

1. The meeting began at 6:30 p.m. A member of the committee moved to adopt the minutes of the meeting held on April 27, 2011, without amendment. The motion was seconded by another member, and the committee unanimously approved the motion.
2. Matt Lustig reported on the meeting he had with J.J. Bell, Jeff Towne, and Kenny Costa regarding City Hall's cash flow needs. It is uncertain when the ultimate bond will be issued, but because there will be some bills paid in the near future, Jeff would like to move \$215,000 from the CPA fund to the Capital Fund asap. He will make the motion to appropriate this money. He would like to have the first design invoice in June. Matt reported that it should take 3 to 6 months for the design to be completed.
3. Matt reported that 4 of the existing awards had still not been completed. Matt provided a status report for the 2010 awards. The incomplete ones are: Wostrel Environmental-Adventure Center, Central Grammar Apartments, Universalist Meetinghouse Restoration Phase II, and 10 Taylor Street.
4. Two CPA signs have been installed at: Beauport and The Gloucester Adventure.
5. There was a lively discussion regarding the CPA application score sheet and how the committee wanted to proceed. There was a consensus that the committee wanted to use the guide we used for the first (2010) round as the first step. The entire committee would read all of the applications. The second step would be to have the applicants make their presentations at a public meeting, followed by site visits. The third step would be to use the scoring sheet that we took and modified from Groton. The committee would then vote on its recommendations.

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6. There was another lively discussion on Dan Morris' lockbox idea. Though everyone thought it was an interesting idea that we should keep on the table for annual consideration, there was a majority opinion that it is most important to make CPA as visible as possible, thus Stacy, Karen, Steven, Bill, and Scott and Sandy expressed that they did not want to eliminate small projects in order to save money. Karen thought if we had money in savings it might be counter-productive to some day trying to raise the CPA percentage. Stacy stressed that our newness is important and that we need to touch as many constituents as possible. She also that if and when we do consider the lockbox that we should use \$305,000 as the base.

7. Sandy Ronan was going to try to reserve the Friend room. There will be two public meetings for the applicants. The first preference is for June 28, 2011 at 6pm for the Housing and Open Space applicants. The preference for the second meeting is for July 12, 2011 at 6pm for the Historic applicants. (That meeting will actually take place on July 19, 2011.)

8. The next meeting of the CPC is scheduled for June 22, 2011 at 6:00 P.M. The committee members will have read all of the applications by this meeting and be prepared to come up with some relevant questions for the upcoming public applicant presentations.

9. The meeting was adjourned on Mr. Dugan's motion and Ms. Gallagher's second and the CPC's unanimous consent.

Documents used at the meeting:

1. Handout of Status of 2010 Community Preservation Committee Awards
2. Handout of 2011 CPA Applications