

# Community Preservation Committee

Minutes

September 21, 2021

**Members Present:** Pamela Tobey, Jennifer-lee Levitz-Aronson, Hank McCarl, Heidi Wakeman, Bob Whitmarsh, Matt Lundberg, and Kerry McKenna.

**Absent:** Bill Cuff.

## **Members of the public:**

Staff: Jaimie Corliss, Kara Jameson.

Meeting called to order 6:04 PM by Pam T. with the following preamble: This meeting is recorded by video and audio in accordance with state Open Meeting Law. Consistent with the Governor's orders suspending certain provisions of the Open Meeting Law this meeting will be conducted by remote participation.

If you are calling in on a phone you can press Star 9 (\*9) to request to speak. If you are watching on a computer or device there is a "raise hand" button that you can tap or press to request to speak. Please use either of these options during oral communications to be recognized to speak.

Attendance was taken by roll call. Bill Cuff was absent.

## **Item # 1 Application Discussion and Recommendations**

### Annisquam Village Church

Pam T. opened the floor for discussion. Matt L. stated the review from Chip Payson, City of Gloucester Legal Counsel, was thorough and he is comfortable with moving forward with funding this project.

**MOTION:** Bob W. moved to recommend funding in the amount of \$15,000 for the Annisquam Village Church Exterior Renovation Project. Seconded by Hank M. Roll call vote: Pamela T. yes; Jennifer-lee L. yes; Hank M. yes; Heidi W. yes; Bob W. yes; Matt L. yes; Kerry M. yes. Motion passes.

### First Parish Burial Ground

Pam T. briefly reviewed the project. Hank M. voiced his support for this project and commends the work being done by the Cemeteries Advisory Committee, as they are all volunteers.

**MOTION:** Hank M. moved to recommend funding in the amount of \$9,800 for the Cemeteries Advisory Committee First Parish Burial Ground Gravestone Restoration project. Seconded by Heidi W. Roll call vote: Pamela T. yes; Jennifer-lee L. yes; Hank M. yes; Heidi W. yes; Bob W. yes; Matt L. yes; Kerry M. yes. Motion passes.

### Gloucester 400<sup>th</sup>

Pam T. briefly reviewed the project and discussed concerns raised at prior meeting. Matt L. stated he supports this project and asked for clarification on how to focus funding on CPA eligible expenses. Jaimie C. suggested narrowing the scope in the contract, as opposed to making changes to the application.

**MOTION:** Matt L. moved to recommend funding in the amount of \$49,405 for the Gloucester 400 Preserve, Promote, and Celebrate the Stories of Gloucester's Legacy project, contingent upon this committee reviewing draft agreements prior to submission to applicant to ensure monies are properly allocated on budget line items. Seconded by Bob W. Roll call vote: Pamela T. yes; Jennifer-lee L. yes; Hank M. yes; Heidi W. yes; Bob W. yes; Matt L. yes; Kerry M. yes. Motion passes.

#### Gloucester Meetinghouse Foundation

Pam T. gave a brief overview of the project. Hank M. stated this project is clearly not in support of their religious activities. Matt L. stated that they have clearly delineated the preservation of the meetinghouse from the Universalist Church. He has read and listened to the concerns expressed by the neighbors of the Meetinghouse, but does not believe they require the CPC to adjust their recommendation and supports this project. Issues with the construction and programming of the Meetinghouse can be addressed through the Planning or Zoning boards. There was further discussion related to the concerns voiced by neighbors.

**MOTION:** Jennifer-lee L. moved to recommend funding in the amount of \$130,000 for the Gloucester Meetinghouse Foundation Restoration of the Meetinghouse Green. Seconded by Hank M. Roll call vote: Pamela T. yes; Jennifer-lee L. yes; Hank M. yes; Heidi W. yes; Bob W. yes; Matt L. yes; Kerry M. yes. Motion passes.

#### Hammond Castle

Pam T. gave a brief overview of the project and stated her support.

**MOTION:** Bob W. moved to recommend funding in the amount of \$110,000 for the Hammond Museum Inc. Restoration of the 12<sup>th</sup> and 13<sup>th</sup> Century Romanesque and Gothic Archways project. Seconded by Heidi W. Roll call vote: Pamela T. yes; Jennifer-lee L. yes; Hank M. yes; Heidi W. yes; Bob W. yes; Matt L. yes; Kerry M. yes. Motion passes.

#### Ocean Alliance

Pam T. gave a brief overview of the project. Matt L. stated he believes the paint factory is an important part of this history and landscape of Gloucester. He also loves the intended use of the building. However, this is not a template for a repetitive funding process as it should unlock additional funding sources and any additional requests to the CPC will be reviewed more carefully. Kerry M. stated her support for this project and believes Matt's assessment is fair.

**MOTION:** Bob W. moved to recommend funding in the amount of \$151,500 for the Ocean Alliance Paint Factory Engineering and Permit Study project. Seconded by Kerry M. Roll call vote: Pamela T. yes; Jennifer-lee L. yes; Hank M. yes; Heidi W. yes; Bob W. yes; Matt L. yes; Kerry M. yes. Motion passes.

### Sawyer Free Library

Pam T. gave a brief overview of the project.

**MOTION:** Hank M. moved to recommend funding the in the amount of \$81,697 for the Sawyer Free Library Saunders House Stabilization Project. Seconded by Jennifer-lee L. Roll call vote: Pamela T. yes; Jennifer-lee L. abstain; Hank M. yes; Heidi W. yes; Bob W. yes; Matt L. yes; Kerry M. yes. Motion passes.

### Schooner Adventure

Pam T. gave a brief overview of the project.

**MOTION:** Heidi W. moved to recommend funding in the amount of \$10,000 for the Schooner Adventure Rudder Inspection and Preservation project. Seconded by Hank M. Roll call vote: Pamela T. yes; Jennifer-lee L. yes; Hank M. yes; Heidi W. yes; Bob W. yes; Matt L. yes; Kerry M. yes. Motion passes.

### Ravenswood

Pam T. gave a brief overview of the project. Members voiced their support for this project.

**MOTION:** Heidi W. moved to recommend funding in the amount of \$37,700 for the Trustees of the Reservations Ravenswood Park Parking Improvements project. Seconded by Bob W. Roll call vote: Pamela T. yes; Jennifer-lee L. yes; Hank M. yes; Heidi W. yes; Bob W. yes; Matt L. yes; Kerry M. yes. Motion passes.

Jaimie C. was asked to send reminder notifications 10 days in advance and a few days in advance of meetings.

### **Item #2 In person meetings**

Pam T. stated she had a conversation with the Mayor's office regarding meeting in person and the remote meetings are allowed by law until April 2022. Hank M. stated the Planning Board voted to continue virtual meetings until April 2022 out of courtesy to a member who has an increased risk for COVID-19. He is unsure why it is necessary. Kerry M. asked if there was a reason. Pam T. stated her belief is that they want to get government up and running again. Matt L. added that a request was made a month or so ago and he was on board, but things have changed and he believes there is risk with the Delta variant and it is prudent to not meet in person. He may feel differently if our business was such that our business had people coming to it regularly. He understands keeping meetings virtual. Hank M. stated the Committee's response should be once restrictions are lifted by the City government for their operations, we will return to in person meetings. Jennifer-lee L. asked if there was a hybrid option.

**MOTION:** Hank M. moved to remain virtual until restrictions are lifted within City government for their operations and at that time will resume in-person meetings. Matt L. seconded.

Discussion:

Pam T. and Jennifer-lee L. asked if there was an option for hybrid meetings. Jaimie C. stated the City is working on this, but is not yet a viable option for all boards and commissions. She also discussed the lack of guidance that has been provided for staffing in-person or hybrid meetings. Kerry M. stated she wants to be back in person, but does not see it as a reasonable option right now and is unsure why City Hall is pushing going back in person. Pam T. stated she believes the Committee has been very productive and the meetings have been better attended than ever before. Jennifer-lee L. stated she would amend to remove the clause about returning when City Hall operations lift restrictions.

**Motion as amended:** The Community Preservation Committee will continue to have remote meetings until further notice. Roll call vote: Pamela T. yes; Jennifer-lee L. yes; Hank M. yes; Heidi W. yes; Bob W. yes; Matt L. yes; Kerry M. yes. Motion passes.

Heidi W. mentioned the Parrott Rifle firing and mentioned the gratitude expressed by Laura Ventimiglia of the Gloucester 400.

Jaimie C. discussed the Stage Fort Park Advisory Committee's request to submit an off-cycle application for the construction and landscaping phase of the Stage Fort Park improvements. She stated that the design plan has only been approximately 30% billed out. Matt L. stated that he believes the plan should be complete and included with the application, so it is premature. Kerry M. asked for additional information regarding off-cycle applications. Jaimie C. stated off-cycle applications are intended to be used for emergencies or projects that are subject to market volatility, such as affordable housing projects. In a few cases, the CPC has offered the option to resubmit an application off-cycle after the initial application review if there is additional information that is deemed necessary, but unavailable at the time of review. For example, the Stage Fort Park Advisory Committee's application for construction before the design plan was completed.

**Next Meeting – October 19, 2021**

**MOTION:** Hank M. moved to adjourn. Seconded by Bob W. Roll call vote: Pamela T. yes; Jennifer-lee L. yes; Hank M. yes; Heidi W. yes; Bob W. yes; Matt L. yes; Kerry M. yes. Motion passes.

Meeting adjourned at 7:04PM.

Respectfully submitted,

Jaimie Corliss