

CITY COUNCIL STANDING COMMITTEE  
**Special Budget & Finance Committee Meeting**  
Thursday, September 29, 2011 – **1:30 p.m.**  
1<sup>st</sup> Fl. Council Conference Rm. – City Hall  
-Minutes-

**Present:** Chair, Councilor Steven Curcuro; Vice Chair, Councilor Paul McGeary; Councilor Jacqueline Hardy

**Absent:** None.

**Also Present:** Kenny Costa; Deborah Laurie; Sandra Dahl-Ronan; Tom O’Keefe

The meeting was called to order at 1:35 p.m.

1. *Recommendations from the Community Preservation Committee:*

**REVIEW OF HISTORIC PRESERVATION APPLICATIONS FOR FY11 ROUND 2 APPROPRIATIONS**

A) Cape Ann Museum	White Ellery House (1710) Window Restoration    \$25,000 Original Funding Request: \$50,000
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**Sandra Dahl-Ronan**, Co-Chair of the Community Preservation Committee informed the Councilors that J.J. Bell, Co-Chair of their Committee, recused himself from CPC discussions on the following matter.

The Community Preservation Committee (CPC) recommends the appropriation of \$25,000 to the Cape Ann Museum for the leaded glass window replacement at the 1710 Ellery House in order to restore an historic resource. The Community Preservation Act (CPA) spending purpose for this appropriation is historic preservation as are all the proceeding projects taken up today.

**Martha Oakes**, Curator stated in the past three years the Cape Ann Museum (CAM) has made substantial progress in restoring and stabilizing the White-Ellery House (1710) The CAM has entered into a preservation restriction with the MA Historic Commission. The CAM owned this since 1947. They’ve received a number of grants and have put a preservation covenant on the property in perpetuity. The first phase was putting a new roof on, then re-siding, and replacing, as part of the restoration, the original plaster-covered cornice on the front façade; improvement to the storm water drainage system at the rear of the house; re-wiring of electrical service; installing a fire detection/warning system and a burglary system. The CAM now needs to replace 28 failing casement windows with historically appropriate leaded glass sashes and hardware; the total project costs being \$80,000. The current windows were installed in 1950 and are not historically accurate. They have obtained three estimates from qualified contractors who work with a historic preservation consultant for everything they do. Also, planned will be a leaded glass light over the front door which was removed sometime during the second half of the 19<sup>th</sup> century. **Ms. Oakes** also described the current uses of the house to the Committee, some of which were: The house is used as a “study house” (The interior is virtually untouched.). They do educational programs and art installations there as well. After the windows she was sure there would be other projects to come forward. They are actively fundraising and don’t want to start before they have the funds in place. **Councilor Curcuro** recalled viewing the interior of the house in the 1960’s and recalled the house was furnished then. **Ms. Oakes** stated at that time it was furnished. When the Cape Ann Museum expanded on Pleasant Street they took all the furnishings out of the Ellery House and moved it. The windows will remain exposed and open after the restoration. Vandalism has been reduced by making the windows open and not boarded up. The neighborhood takes great pride in the White-Ellery House and is pleased by how it looks today. **Councilor Hardy** asked when they thought they would start the project. **Ms. Oakes** stated this sash project would start in the spring. Their projects are weather dependent. The CAM also owns the ball field behind the house and the large lot at the extension. They are dedicated to keeping those lands as open space which makes it important to keep up the house; and they are dedicated to preserving the site as it is. They also own the barn next door which they are also working. **Councilor Hardy** asked about the small road behind the house to the ball field. **Ms. Oakes** stated they own it as well. The City mows the ball field. There is no easement on the property. **Councilor Hardy** asked if they have a regular schedule of openings. **Ms. Oakes** stated they have two scheduled openings. She is free to open the house to the Committee for a site visit. While there is nothing in the

house, the Cape Ann Museum has a wealth of information on it. The programs at the White-Ellery House are free to the public. **Councilor Hardy** expressed how wonderful the house now appears and the broken window syndrome is no longer a neighborhood issue. **Ms. Ronan** pointed out this museum it is at the gateway of the City. The White-Ellery House is listed on the National Register of Historic Sites. The Cape Ann Museum has entered into a preservation restriction with the MA Historic Commission, assuring the property will be kept intact in perpetuity.

<b>B) Gloucester Adventure</b>	<b>Save the Adventure</b>	<b>\$25,000</b>
	<b>Original Funding Request: \$62,000</b>	

The CPC recommends the appropriation of \$25,000 to the Gloucester Adventure towards the purchase and installation of five (5) spars in order to restore an historic resource.

**Joanne Souza** of the Project Adventure stated they have done the CPA funded windlass. They put in 70 ft. of floating dockage. At the end of June they were able to have the public aboard which they've not been able to do for 10 years. The helm is on and the steering gear is refurbished. They've been able to have programming, get people on board. They signed a three year lease with Gloucester Marine Railways so they will be there. They received a matching grant. If they are awarded this money it will pay for the whole project they asked funding for originally. They just had an engine donated and funds to put it in. There is a marine architect surveying to put the engine in now. The matching grant will be \$250,000. **Councilor Curcuru** stated the project is slated for \$65,000. Ms. Souza stated this is a product they're buying. The project is for the main boom, main gaff, fore boom and fore gaff. With the matching grant, they could get all four spars. They are in the process of matching this grant. They want to get the project done. A complete suit of sails for the Schooner Adventure have been funded and the cloth purchased. They are waiting on USGC approved stability assessment for the sail maker to complete the manufacture of the sails and certification. If they had the funds, they have an eighteen month plan to get them through the certification. **Councilor Hardy** asked if they would continue to call Gloucester their home. **Ms. Souza** confirmed they would. She added the Phyllis A. is also at the railways. Over 800 people visited during this past Labor Day Weekend. On inquiry by **Councilor Hardy**, **Ms. Souza** confirmed also they are still using the Fitz Henry Lane house for their administrative offices and not paying rent to the City for it nor do they do pay utilities. There are public bathrooms there.

<b>C) Phyllis A. Marine Association</b>	<b>Phyllis A. Mast &amp; Hull Restoration</b>	<b>\$20,000</b>
	<b>Original Funding Request: \$24,805</b>	

The CPC recommends the appropriation of \$20,000 to the Phyllis A. Marine Association towards the hull and mast restoration in order to restore an historic resource.

**John Hinckley**, Board member and **Doug Parsons**, President of the Phyllis A. Marine Association. **Mr. Hinckley** stated that the Phyllis A. is a 60' gill net fishing vessel built in 1925 built by Captain Albert Arnold. Capt. Arnold was the leader of a group of fishermen from the Great Lakes who brought the gill net fishing industry to the Atlantic East Coast in 1910, starting an industry which still is in use today. The vessel was fished by the Arnold family until the year 2000. They are a 501C-3 non-profit. The vessel is berthed at the Rocky Neck Marine Railways. The project consists of a haul out to rehabilitate and preserve the vessel's hull and restore the main mast which has had some deterioration. They wish to replace the steel mast with a wooden mast and associated rigging to its original configuration. **Councilor Hardy** asked if they planned to keep the Phyllis A. docked in Gloucester. **Mr. Parsons** replied "Definitely". They will keep the boat at the Railways as long as they can. **Councilor Curcuru** asked if \$20,000 would complete the project. **Mr. Hinckley** stated if the amount is not enough, they can forego the mast replacement and just do the haul out. Once she's up on the railways they can determine how much replacement has to be done. Councilor Curcuru expressed concern that their project is over \$30,000. If they don't have the remainder of the funds they won't do the whole project and asked them to clarify what the division is between the two. **Mr. Hinckley** explained they wouldn't replace the mast. The larger important portion is the haul out. The smaller portion, due to donations, is the mast which would cost about \$8,000 total. **Councilor Curcuru** pointed out the Council can't go over \$20,000 recommended by the CPC. **Mr. Hinckley** stated they would be able to get some additional funding dependent on what they find when they haul the boat. Right now she's in the water and the engine does run; and the vessel can be moved. But they can't determine what has to be done until she's out of the water and scrubbed. She was last out in July of 2007. **Councilor McGeary** clarified if the \$20,000 is hauling for known repairs, they could discover other things once she's out. **Mr. Hinckley** stated one of the items is wood planking and replacement, and that planking is hooked into the price. At this point they don't know. If the hull is in

good shape they could put the funds towards the mast. The total cost of the vessel haul out, restoration and new mast will come to \$30,115.00.

D) **Gloucester Committee for the Arts**                      **WPA Murals Restoration Project**                      **\$15,000**  
**Original Funding Request: \$15,000**

The CPC recommends the appropriation of \$15,000 to the Gloucester Committee for the Arts (GCA) towards the restoration of the WPA murals in the first floor common areas of City Hall in order to restore an historic resource. Of the GCA stated that the GCA would like to begin restoration work on City Hall's Works Progress Administration (WPA) murals.

**Dale Brown** of the GCA stated the proposed restoration work was recommended in a condition report, which was funded by a grant from the National Endowment for the Humanities and completed by a professional conservator. The first phase is about a total of \$42,000. They asked the CPA for \$15,000. They've already received \$8,000 from the Bruce J. Anderson Foundation. They hope with these funds they'll be able to get the work started in January 2012. It will be primarily cleaning the murals and a little painting. For the mural over the City Clerk's door the recommendation is to deflect the warm air from the radiator there which is causing damage to it. They are eager to see the murals cleaned up and to preserve them. **Councilor Hardy** thought the continuity of the project was wonderful. **Councilor Curcuro** asked about the GCA spreading the \$15,000 over three years at \$5,000/year. **Ms. Brown** stated they were being cautious and not do more than they thought they could which is why they are spreading it out. They are trying to do two murals a year. **Councilor Curcuro** asked why they didn't request more funding. **Ms. Brown** stated the work has to be done in a two year time frame. **Deborah Laurie**, Senior Project Manager with the Community Development Department stated the existing contracts say over a three-year year period. **Kenny Costa**, City Auditor felt three years was too long. **Ms. Ronan** stated her Committee would review the contract timeframe and Ms. Laurie would work with them. **Ms. Oakes** asked about funds that don't get spent within the two or three year contract timeframe. **Mr. Costa** stated the funds return to the CPA fund and are reprogrammed. **Ms. Brown** continued they would focus the mural over the clerk's office and one of the two outside of the Mayor's office. One of the murals to be rehabilitated and preserved in the first phase is "Education" in the Mayor's office but that will take a great deal of coordination as that office is in daily use. **Councilor Hardy** asked if they're on a three year schedule and are they working with the money in hand. **Ms Brown** stated this is the first time they've asked for money from the CPA fund. They've been working from the money from the Bruce J. Anderson Foundation to date. **Councilor McGeary**, noting the murals under the Kyrourz stage, asked what they would for their stabilization. **Ms. Brown** explained their priority is to deal with the murals on the walls which are the most valuable. Their sense is these murals are not of much value. She agreed it would be good to come to a final conclusion on them. But they need to find money to pay someone to do an evaluation on them. **Councilor Hardy** wondering if those murals are really worthwhile because otherwise she was concerned they were a liability as they sit and suggested having them made surplus as a possibility.

E) **Magnolia Historical Society**                      **Magnolia Historical Society Archival Preservation**                      **\$10,000**  
**Original Funding Request: \$10,000**

The CPC recommends the appropriation of \$10,000 to the Magnolia Historical Society (MHS) towards the digitization of their archives in order to preserve an historic resource.

**Lisa Ramos**, President of the Magnolia Historical Society (MHS) stated the MHS manages the art, artifacts and information housed within the Fran Hines Historical Museum located in the Community Center known as the Magnolia Library Center. In order to completely index, file, preserve and make readily available all of the information the MHS would like to organize, digitize, promote and grant easy access to their collection of history while simultaneously protecting those resources. In order to accomplish this goal, an "all-in-one" printer, scanner, copier and materials needs to be purchased. **Councilor McGeary** stated the issue was raised at the CPC review whether it would be cheaper to hire a company than to buy a scanner. **Ms. Ramos** responded at three years it becomes cheaper to purchase rather than lease. The amounts of records they hold are "incalculable". The companies they looked into renting scanners from charge not only for the machine but also per scan per copy. She reiterated their belief that at three years it makes more sense to buy the scanner. It costs at three years more money to rent than to buy. **Councilor McGeary** asked if they looked at giving a company their materials to scan and then return them back to the MHS. **Ms. Ramos** stated the MHS didn't want to let the documents out of their possession. **Ms. Ronan** stated they discussed that the scanner could be let out to the City as a possibility. **Ms. Ramos** stated they've purchased the Past Perfect software program which is an 'industry standard' for scanning documents for

preservation and have a computer which is recommended by the Manchester Historical Society which is now installed. The program would allow them to type a key word and bring up everything that there is on that subject. **Ms. Ramos**, responding to an inquiry from **Councilor McGeary** stated the program allows for key word searches. They're looking mainly for the printer and scanner and some materials so they can preserve their trove of documents. She also confirmed to the Councilor that the scanner they wish to purchase can handle sheets of newspaper. If they wanted to do maps it would cost \$30,000 but is not needed. They have priced the scanners with six vendors, but a vendor in Essex had the best price. They prefer to have a local vendor especially for servicing purposes. **Councilor Curcuru** pointed out they would anticipate scanning these materials in over a period of years. However, this machine would be obsolete eventually. **Councilor Hardy** asked if this machine needs special climate controls. **Ms. Ramos** stated for the preservation of materials there is a need for climate control. The scanner itself does not need a special environment. Councilor Curcuru stated they do not need a site visit for this application. The Committee suggested that the MHS bring a few of their files for preservation for the Committee to view when they next come before them.

F) **Sargent House Museum**                      **Sargent House Museum Fence Replacement Project**                      **\$15,000**  
**Original Funding Request: \$15,000**

The CPC recommends the appropriation of \$15,000 to the Sargent House Museum (SHM) towards the restoration of their Main Street fence in order to preserve an historic resource.

**Barbara Silberman**, Board Chair of the Sargent House Museum (SHM) stated that the Sargent House was built as a high-style Georgian house in 1782, part of the Gloucester Historic District, and on the National Register, the SHM proposes to replace the cast-iron fence that fronts on Main Street as well as stabilize the underlying wall, the total cost of which is \$35,500. This fence, with its peeling black and white paint is rusted beyond repair. It is on the west end of Main Street. The fence is not repairable because it was never galvanized. The original historic fence was wood and is why they want to replace with a wooden fence; lower the height making it more attractive, as well as creating open space for the public. They have unlocked the gate to the property from Main Street, and chairs and tables are now there for the public use. The fence will be a replica of what is there and match the fence on Middle Street which has been already been repaired. In the last year and a half they starting major work, moving from the inside of the museum to the outside. They've raised \$160,000 lot to date and have funds to match for what they've asked for from the CPA believing it is a modest request from the community. The museum could start this project in the spring. They received estimates from three local contractors. The contractor would remove the old fence. There are some cracks in the stone wall that support it which will be repaired, and the fence would go on top of it. A sign on the new fence will read "Please enjoy the gardens". The new fence color will be white (currently painted black) which was the original color. **Ms. Silberman** submitted a PowerPoint presentation they made to the CPC. She described letters of support from downtown merchants and citizens in favor of this project. The Committee for their site visit would view the museum.

G) **Sawyer Free Library**                      **Sawyer Free Library Landscaping Project**                      **\$75,000**  
**Original Funding Request: \$100,000**

The CPC recommends the appropriation of \$75,000 to the Sawyer Free Library (SFL) toward ADA code compliant accessibility improvements on the exterior of the library complex, which includes the 1764 Saunders House, in order to preserve an historic resource.

Speaking on behalf of the Sawyer Free Library Landscaping Project **Joan Ciolino**, Vice President of the Board of Directors of the Sawyer Free Library stated from the front entrance down the walkway is a steep and crumbling asphalt path with a large depression also. The need is to redo this path as ADA compliant as well as to do landscaping. The only two accesses to the library are through the back and side doors of the 1976. They have to re-grade and fill up the hole to make a safe walkway that will come to a level and go around the center stone piece (pointing to a landscaping plan which was not made a part of the record) and down a ramp to the sidewalk to the entrance. CPA funds would be used for this portion of their exterior renovations. All of the grading, construction, ADA compliant hand rails and surfaces will be done. They had anticipated an earlier start, but it was found that during their Phase 4 of the renovations brought up drainage issues. The parking lot drainage must be tied into the grading, and will create a small delay. **Carol Gray**, Library Director stated they will start the parking lot in early spring and the landscaping project will begin later in the spring. They received direction from Paul Keane, City Engineer about the drainage and simplifying drainage plans that they had originally from the landscape architect. They have some money already raised for the project already and a major donor is lined up which will help them

considerably with the handicapped piece. **Councilor Curcuru** noted he's seen how bad the situation is and asked about the trees in that immediate area. **Ms. Gray** noted there are large trees in the front; the plans before them showed the side entrance to the Children's Room coming from the parking lot. **Councilor McGeary** clarified that this representation was looking from Dale Avenue and pictured to the left is Central Grammar. **Ms. Gray** described coming down from the library main entrance showing the Committee very early schematics by the landscaper (total of two not submitted for the file). They will be using the entire vacant lot area behind the library, which it owns, for a parking lot. She stated they'll solicit bids in January for an early start in the spring. They'll start towards School Street and move their way forward towards the library. The entrance and exit to the parking lot will be on School Street, with no further access to Mason Street. **Councilor Curcuru** noting the re-built Lorraine apartment house and the Temple would this parking lot now be for the exclusive use of the library. **Ms. Ciolino** stated it is the library's land; they let them use the lot during the construction in order for heavy equipment to access the lots. Now that construction has ended, they can move forward with the library's plans. As of November 1, 2011 there will be no further access by them. The Fire Department asked for the use of four spaces, but once the library starts the project they will no longer have that access. They will have parking only for library patrons and employees with reserved spaces closer to the library itself for families with children. They still have a number of elderly in wheelchairs trying to access the library coming down the ramp as access to the library via the elevator from the outside is through that entrance to the Children's Room entrance area. **Councilor Curcuru** pointed out he didn't see lighting indicated on their plans. **Ms. Ciolino** and **Ms. Gray** confirmed there would be exterior lighting incorporated into the project plans. **Councilor McGeary** inquired when coming from Dale Avenue was there any steps that a person would have to negotiate to get down to that area. Was that the only handicapped access from the [parking] lot or was there another way to gain access. **Ms. Ciolino** stated from Dale Avenue down the ramp to the entrance at the side of the library which will be the handicapped entrance. **Ms. Gray** pointed out the planned outdoor 'amphitheater' which the handicapped area will circumvent it. The amphitheater has a donor who will fund half of it. They are still seeking funds for the rest. Until they get the RFP out they won't know the real costs of the materials, the ramp, the lighting, etc. Other aspects of the project are the replacement of the fencing. Central Grammar will put in the same fencing that the Library has planned so it is a cohesive look. It will look like wrought iron, and have seats built into it also. **Ms. Gray** described the removal of a tree at the side of the library. The amphitheater is viewed as an annex for the Children's library. **Councilor Hardy** asked when they expect to start. **Ms. Gray** responded that due to the complex nature of the project, they'll do the parking lot first, and then they'll start this project, late spring, early summer at the latest. **Councilor Hardy** inquired when the next CPA application round for funding would take place. **Ms. Ronan** stated it would be in February 2012, and then the CPC would review the applications in April. **Councilor Hardy** understood that the Library would not use the funds before the new application round. **Ms. Ronan** stated people have two years to use the CPA money they are awarded. **Ms. Gray** stated they couldn't access the funds as early as they're starting the project. **Ms. Ronan** stated third round CPA funding wouldn't be available until October 2012 which **Ms. Gray** stated would delay the project by a year.

**Chairman Curcuru** thanked all the applicants for their attendance for this initial funding review and advised that B&F will be setting site visit dates soon and would contact them directly. **Councilor Hardy** asked for a report from Mr. Costa, as the previous CPA funding cycle, for a breakdown of the fund.

**A motion was made, seconded and voted unanimously to adjourn the meeting at 2:45 p.m. The next meeting for CPC recommendations on Open Space and Housing would take place on October 6, 2011 at 5:00 p.m.**

**Respectfully submitted,**

**Dana C. Jorgensson**  
**Clerk of Committees**

**DOCUMENTS/ITEMS SUBMITTED AT MEETING:**

- Sargent House Museum PowerPoint presentation made to CPC submitted by Barbara Silberman