



CITY OF GLOUCESTER

Community Development Department

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Community Preservation Committee

Minutes for January 31, 2012

Present: Steven Phillips, Scott Smith, Bill Dugan, Tom O'Keefe, J.J. Bell,
Sandy Ronan, Charles Crowley

Absent: Karen Gallagher, Stacy Randell, Rob Gulla

Staff present: Deb Laurie, Project Manager for CPA

The meeting was called to order at 6:00 PM

Approval of Minutes

On a motion by Tom O'Keefe and seconded by Scott Smith, the minutes for December 20, 2011, were approved.

Agenda:

Election of Clerk:

Mr. Bell reported that there is no requirement in the By-laws for there to be one specific clerk. No one volunteered to be the official clerk so we will proceed taking turns unless our new member, Rob Gulla, starting at the next meeting expresses an interest in taking this job. Sandy Ronan volunteered to take minutes for this meeting.

Status of Round One Awards:

Deb Laurie presented the committee with a summary chart of the status of Round One awards (see exhibit 1).

- Most of the projects are completed or will be in a couple of weeks. This completion includes presenting their final reports and invoices.

- The Taylor Street project is coming along quickly with 3 invoices submitted
- The U-U Church project is being revised in terms of location of elevator. They have a new architect; the first scenario was not approved due to ADA regulations. They will look at 3 different possibilities. The church says it will continue to fund raise, but with CPA funds and what they have already raised they will have enough for the elevator. They presented a question as to whether CPA funds could be used to pay for the architect. The CPC felt the funds were for the elevator.

Charles Crowley expressed a concern that we need to make sure the projects will be finished in a timely manner and be careful that they are completed according to the plan the City Council approved.

- J.J. Bell reported that the City Hall project is out for bid which will be due mid February. The project costs may not cover all of the windows. Jeff Towne, at the urging of J.J. Bell, will look for the best interest rates which are very good now. There is hope that if we save some money it could be used for the City Hall project.

Status of Round Two Awards:

Deb Laurie has finalized grant agreements for some projects and is waiting for some final project schedules and budget information from others (exhibit 2).

- The Tompson Street Reservation Gateway project grant agreement was signed on 12/20/11; the invoices were already in process as of 12/21/11. The award is completed.
- City Hall Murals - Deb Laurie is discussing contracting issues with Dale Brown. These issues are related to bidding because this is a city project. Doing the work on the 6 paintings in phases may be an issue. The CPC asked Ms. Laurie to consult with the legal department about this.

Status of Round Three:

The eligibility forms are due February 1, 2012. Many of these projects are in the historical category and need a qualifying ok from the Historical Commission and will have to follow the Department of Interior's Standards as the work is being done. Mr. Scott Smith expressed that our job as a committee is to help applicants with their application process if they need it.

Signage:

How long should signs stay up in front of CPA projects? Mr. Dugan thought we

should keep them up for 6 months after the project is finished. Mr. Crowley thought if the project is an open space acquisition we should keep the sign up forever. The committee agreed.

Public Outreach:

Ms. Ronan addressed the Rotary Club, summarizing what the CPC has been doing including Rounds One and Two. She also invited the Rotary members to send in project applications for Round Three.

Sustain Community Preservation:

J.J. Bell reported that Stuart Saginor and the CP Coalition is working every day on the legislation. We have until the end of July to get it passed. CPC should contact State legislators and encourage them to push for the bill. We should also showcase certain projects such as a) City Hall, b) Tompson Street Gateway, and c) Taylor Street.

CP Coalition Dues:

Mr. Dugan proposed we vote to pay this annual dues. Ms. Ronan seconded it. The CPC voted unanimously to do so.

Next meeting to be held at 6 PM, City Hall, 3rd Floor Conference room on February 21, 2012.

Adjournment:

On a motion by Mr. O'Keefe and seconded by Mr. Dugan, the CPC meeting was adjourned at 8 PM.

Respectfully submitted by:

Sandra Dahl Ronan
Co-chair, CPC