

Gloucester Community Preservation Committee

Committee Meeting Report for November 20, 2012

Members attending: J.J. Bell, Charles Crowley, Sandy Dahl-Ronan, Bill Dugan, Karen Gallagher, Scott Smith, Tom O’Keefe
Members absent: Rob Gulla, Stacy Randell
Staff: Debbie Laurie, Community Development Staff
Others: Ken Costa, City Auditor

1. The meeting began just after 6:00 p.m. Mr. Dugan moved to adopt the minutes of the meeting held on October 16, 2012, without amendment; Mr. O’Keefe seconded, and the committee unanimously approved the motion.

2. Mr. Costa appeared before the committee. He reported that the State Department of Revenue recertified the free cash indicating no change from the estimate of \$401,331.04. Mr. Costa distributed copies of reports on Community Preservation Fund, Fund Balances for Fiscal Year 2011-2012. He noted that the amount available for appropriation must be reduced by the amount of the Community Housing Reserve of \$55,472 since no housing applications were received.

Mr. Costa then provided an explanation of how the committee’s Round III recommendations would affect the Fund Balance. He said the recommended projects, including \$85,000 for Newell Stadium, amounted to \$345,715. This leaves a balance of \$144.04.

Mr. Bell informed Mr. Costa of the committee’s prior decision to rescind the \$15,000 grant for the Sargent House Museum fence replacement. He asked Mr. Costa if he knew which account would be reimbursed with that amount. It was confirmed that they would be added to the Unrestricted Reserve based on the motion recommending the projects approval. Mr. Costa asked the committee to send him a letter confirming the grant rescission.

3. Ms. Laurie distributed the chart Status of 2010 Community Preservation Committee Awards.

The following are some of the key points of the discussion on the projects:

- Wostrel Environmental – The balance of plants will be placed in the Spring 2013.
- Minutes of a November 19, 2012 City Hall Restoration Job Meeting were distributed. Mr. Bell reported on some key points of the Restoration project. He said an impressive community effort made it possible for the weathervane to be repaired and repositioned.

He also reported that the balance of funds in the contingency, after all the contracted work, is allowing the installation of additional new windows as the committee had hoped. At a cost of about \$14,000 per window for removal, purchase and installation, the lower level windows and second level windows have been funded through

contingency funds. More can be done with the remaining balance of about \$50,000 plus additional funds pledged by sources such as Dusky, Tower and the City Hall Restoration Fund.

- The Gardner Company's work on three condos at 10 Taylor Street is complete. The Gloucester Housing Authority has certified the final cost. Ms. Laurie reported that there are buyers identified for the two two-bedroom townhouse units. She said a buyer has not come forward for the accessible unit on the first level.

3. Ms Laurie distributed copies of the chart Status of 2011 Community Preservation Committee Awards. The following are some of the key points of the discussion on the projects:

- A contract has been signed for the restoration of the murals by the Gloucester Committee for the Arts.
- The Magnolia Historical Society has not submitted a Final Report on their grant for archival restoration. It was suggested that they be told to submit the report prior to any new application for funding.
- The committee reviewed a draft letter to the President of the Sargent House Museum. The letter informs Ms. Silberman that the committee determined "that the repair of the stone wall is a substantial deviation from the original request to replace the fence". The letter states that the grant agreement for the fence is null and void as of the date of the letter. The letter encourages Ms. Silberman to reapply at the next round for repair of the stone wall. It was suggested that the letter note that the committee applauds their decision to not replace the fence.
- Although there is a grant agreement in place for the Little River Stream Habitat and Restoration no action has been taken. Mr. Crowley will try to follow up with Greg Cadematori.

4. Ms. Laurie reported that the City Council will hold a hearing on November 27, 2012 at 7:00 p.m. on the eight applications recommended by the committee. She said the Budget and Finance subcommittee of the Council approved the recommendations as presented by a vote of 3-0.

5. Mr. Bell attended a City Council Budget and Finance subcommittee meeting on the committee's recommendation to fund the Newell Stadium renovations. On a 3-0 vote the subcommittee voted to 1. approve a City Council hearing on the recommendation, 2. approve an \$85,000 appropriation and 3. recommend a loan authorization of \$213,000.

6. Ms. Dahl-Ronan led a discussion on a need to schedule and plan for a public hearing on the new CPA guidelines on recreation projects. Members offered agenda items to be covered at the hearing. They felt it important to provide information on the CPC budget and project eligibility guidelines. Members were urged to reach out to their constituencies to assure a good attendance from all CPA-eligible groups. It was agreed that it would be appropriate to publish a news story promoting the next funding round and to inform about rules changes, including the eligibility of recreation projects. There was a brief discussion on the possibility of mentioning the prospect of increasing the CPA rate. It was agreed to have further discussion on this matter prior to the hearing.

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The public hearing was proposed to be held at 6:00 p.m. on Monday, January 14, 2013 in the Friend Room.

The next regular CPC meeting was scheduled for 6:00 p.m. on Tuesday, December 18, 2013.

7. Ms. Gallagher reminded members of the possible need to retake the biennial Ethics test for members of Boards and Commissions.

8. The meeting adjourned at 7:30 p.m.

Documents used during the meeting:

1. City of Gloucester, Community Preservation Fund, Fund Balances (Fiscal Year: 2011-2012)
2. Chart entitled, Status of 2010 Community Preservation Committee Awards
3. McGinley Kaslow & Associates, Inc. Meeting Number 29 Minutes for Gloucester City Hall Restoration
4. Chart entitled, Status of 2011 Community Preservation Committee Awards
5. Draft letter dated November 13, 2012 to Ms. Barbara Silberman, President, Sargent Murray Gilman Hough House Association