

Community Preservation Committee  
Minutes for CPC Meeting  
January 14, 2014  
6:00  
City Hall, 3<sup>rd</sup> Floor Conference Room

Present: J.J. Bell, Sandy Dahl Ronan, Co-Chairs, Bill Dugan, Charles Crowley, Stacy Randell, Karen Gallagher, Tom O'Keefe

Absent: John Feener, Scott Smith

Also Present: Doug Parsons, Steve Winslow, John McElhenny, Melissa Cox, and various member of the Burnham Field Community and West Parish School Community

The meeting was brought to order by Sandy Ronan.

### **Minutes of November 19<sup>th</sup>, 2013 Meeting**

The meeting minutes of November 19<sup>th</sup>, 2013 were unanimously approved with a minor correction.

### **Financial Status of CPA Funds Available**

Kenny Costa presented the financial status of CPA funds available after taking into account Round 4 funding. Essentially, Kenny indicated we had \$183,803.53 in Unrestricted Reserves and an Open Space Reserve of \$96,880.00. Once we took into account the pending award of \$36,000. for City Hall windows as well as the pending return of \$15,000 from NSAA, it was concluded that we had \$259,683.53 available, if we so chose, to assist in funding the Burnham Field off-cycle request and/or to reduce all or a portion of the outstanding Newell Stadium CPA debt (Bond Anticipation Note). It was also reported that we had \$169,880. in Community Housing Reserve, which was only available for affordable housing projects.

### **Burnham Field /Reduction of Newell Stadium Debt**

John McElhenny (head of the Friends), with the assistance of Steve Winslow (Senior Project Manager at the Office of Community Development, who had submitted an off cycle application), gave an overview of the off cycle request from The Community Development Department, working with the Friends of Burnham Field, for \$150,000. from CPA funding of the \$500,000 proposed budget for the renovation and restoration of Burnham Field, a recreational facility of approximately 7 acres in the heart of Gloucester. It was pointed out that the Friends already had \$350,000 in funding from other sources, including CDGB funding. The plan had been developed in concert with the neighborhood with Melissa Cox assisting. Melissa Cox also spoke on behalf of the project as well as other citizens from the neighborhood and affiliated with West Parish School (temporarily relocating to St. Ann's in the fall). The time sensitivity related to the desire by all to start work in the spring of 2014 and have it completed by August of 2014. Charlie Crowley indicated that he thought the project was merit worthy, but emphasized the need to keep our debt at a minimum, as well, speaking to the issue of Newell Stadium debt reduction. It was pointed out that Burnham Field maintenance would be overseen by the Friends and that the City would maintain the bathrooms. Security of the bathrooms would be assisted by lighting in that area. Backstops for \$50,000 would be added at a later date, should other funding be secured. The Friends and Melissa Cox indicated that they would continue to seek other funding and that there was a possibility of returning some of the CPA funding, if they were successful. After some discussion Melissa Cox indicated that the Friends could live with approximately \$122,000 from CPA funding and would raise the difference privately.

J.J. Bell outlined the status of Newell Stadium debt, after discussions with Jeff Towne, the departing City CFO. After funding \$298,000 for Newell Stadium, \$213,000 was in the form of debt, a bond anticipation note put in place in July of 2013, which had to be converted into long term debt within 2 years. As it's term was coming due on February 7<sup>th</sup> of 2014, we had an opportunity to reduce all or a portion of the debt on that date. Given the need to go to B and F and to the CC, time was considered of the essence.

After a lively discussion of the merits of the Burnham Field Project and the reduction of Newell Stadium debt, it was voted unanimously to recommend the award of \$122,000 to the Friends of Burnham Field, with a motion by Charlie C. and a second by Karen G. It was also voted unanimously to recommend the reduction of Newell Stadium debt by \$135,000, with a

motion by Charlie C. and a second by Stacy R. The consensus was to try to pay off the balance of \$78,000 at the next BAN expiration date of February of 2015.

### **North Woods and Phyllis A.**

A motion was made, seconded and unanimously approved to extend the award deadline for the Phyllis A. and North Gloucester Woods until 12/31/14.

### **Round 4 Status**

Deb Laurie updated the CPC regarding the status of Round 4, which is 100% approved by the CC, except for the \$36,000 award for City Hall windows, which is still pending and will be decided by the CC by the end of January.

### **NSAA**

It was voted unanimously to accept the return of the \$15,000 award made to the NSAA. Upon review, the NSAA felt that it could not live with the facade easement restriction, notwithstanding the fact that the CPC agreed to discuss the terms in light of the small funding amount.

### **Public Relations**

The CPC decided to pursue a wine and cheese reception in the second half of April, 2014, for past awardees of CPA funding. Stacy Randell will pursue the availability of Maritime Gloucester for this gathering.

### **Maritime Gloucester**

Deb Laurie informed us that Maritime Gloucester will be using \$5,000 of their award for masonry, which seemed in order.

### **Tribute to Karen Gallagher**

It being Karen's last meeting on the CPC, all present gave their heartfelt thanks to Karen for her time and counsel on the committee as well as her service as Treasurer. She indicated she will miss working with the CPC.

## **Motion to Adjourn**

The meeting was adjourned after a motion by Karen G, and a second by Charlie

Respectively submitted,

J.J. Bell