

Community Preservation Committee Meeting Minutes

Tuesday, March 24, 2015, 6:00 p.m.
Third Floor Meeting Room, City Hall

Members Present: Charles Crowley, Bill Dugan, John Feener, Stacy Randell, David Rhineland, Catherine Schlichte, Barbara Silberman, and Scott Smith

Members Absent: Joe Orlando

Staff Present: Deb Laurie, Senior Project Manager

The meeting was opened by SR, immediately followed by approval of the meeting minutes of February 17, 2015 with a motion by CC, seconded by JF.

DR and JF affirmed their recent re-appointment to the CPC. Members were reminded to renew Conflict of Interest certification if needed. New At-Large CPC members CS and BS were welcomed to the CPC. All members introduced themselves.

DL gave updates on previously funded projects and progress made. One area of concern is the 2013 cycle Magnolia Library and Community Center grant which is not making progress or important deadlines for implementation. After a general discussion, it was decided that DL would follow up immediately in regard to the unsigned change order and construction plan. Representatives of the project will also be invited to the next CPC meeting in April for a verbal update.

Members began the initial discussion of the new 2015 cycle project applications. Questions raised were recorded by DL who will follow up with applicants for clarification before the next CPC meeting. Some of the key points and questions raised are outlined below.

- **City of Gloucester/Burnham's Field:** This request is for a reallocation of unused funds from a previous grant award. JF believes the estimate rates may be too high and need to be reexamined. CC asked why the benches were not donated as previously described.
- **Action, Inc./Woolworth Building:** BS was unsure that the proposal is feasible and will work to address the leaks. She suggests a consultant or architect appraisal to assess the source of the problem before money is used to just treat the symptoms. CC asked if the rental income of the property should cover some of the costs. JF asked for clarity of the differing quotes. BS asked, and what if, anything, is the long-term maintenance or annual inspection plan.
- **Action, Inc./Rental Assistance:** SR reminded the CPC that two similar applications were denied in past cycles because the determination of the CPC at the time was that short-term financial assistance programs do not fulfill the requirements of the Affordable Housing category. CS noted that Rockport views it differently.

- **Beauport House:** Some members were concerned about the recurring nature of applications from the same applicant, but recognize the magnitude of ongoing maintenance at the site and its historical/cultural significance. JF was unclear on the budget and felt the description was unclear to him and requested more clarity. BS questioned why the same plan was being applied to leaky areas if the previous work did not stop the leaks.
- **City of Gloucester/Cape Ann Women’s Softball League:** Considering the amount of the 100% request, members wondered if some work could be done in phases. CC asked if there could be a longer timeframe to allow time to explore a Challenge Grant or community fundraising support for some of the costs.
- **Phyllis A. Marine:** CC stated that the CPC had provided seed money in previous grant cycles and would rather wait to fund until after more cash is raised from other sources. SS questioned what would happen to the plan if internal fundraising goals are not met.
- **Gloucester UU Church:** SR asked for clarification about the “dry” type of sprinkler system. BS would like an explanation about why certain contractors were chosen for the project in the application.
- **St. John’s Episcopal Church:** BD suggested an investigation of Mass. Housing, Inc. as a source of funding for the feasibility study. DL reminded the CPC that only the affordable units in a mixed income development could be funded by CPA funds. BS asked how the proposed housing development fit into the mission of the church.
- **Ocean Alliance, Inc.:** Members reviewed the “public use” components of the project, including a Robotics lab, event space and possible free admission days for Cape Ann residents.
- **Gloucester Adventure, Inc.:** BS felt the timeline was ambitious. JF was unclear about the proposed set-up of the cabin.
- **American Legion:** JF shared that the Legion has a lease with the City which clearly delineates which party is responsible for internal and/external maintenance. DR agreed that the lease contract indicates that the Legion is responsible for some of its own maintenance. CC mentioned that the sprinkler system would be the priority. BS felt it was problematic from a preservation point of view due to lack of awareness of historical standards.

The CPC will review answers to questions raises at its next meeting to inform the next level of discussion on the applications.

DL will follow up with room reservations and dates for two planned public hearings on the 2015 applications in May. DL will also begin to schedule site visits for the Woolworth's building, Beauport House, the UU church, Ocean Alliance, the Gloucester Adventure and the American Legion.

The next CPC meeting is scheduled for Tuesday, April 21, 2015 at 6:00 p.m.

The meeting was adjourned at 8:00 p.m. with a motion by CC and seconded by BS.

Minutes submitted by Stacy Randell, CPC Co-Chair and At-Large Member

Public hearings have been subsequently scheduled for May 14 th at 6:00 in the Friend Room at the Sawyer Library, and May 28 th at 6:00 in the CATA building City Hall annex.
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List of documents:

1. Draft minutes from February 17, 2015
2. Status reports for 2014, 2013 and 2012
3. Memo to Kenny Costa dated March 25, 2015 for unexpended funds for various projects