

Gloucester Community Preservation Committee

Meeting Report for February 8, 2010

Members attending: Stacy Randell, J.J. Bell, Sandy Dahl-Ronan, John Feener, Karen Gallagher, Dan Morris, Scott Smith

Members absent: Ian Lane, Bill Dugan,

Staff: Sarah Garcia, Community Development Director

1. The meeting of the Community Preservation Committee (CPC) commenced at 7:00 p.m. in the 3rd floor meeting room in City Hall. A quorum was present.
2. Minutes from the meeting held on January 5, 2010, were accepted unanimously and without amendment. Moved, Mr. Feener; seconded, Ms. Dahl-Ronan.
3. Ms. Dahl-Ronan reported on the presentation that she and Mr. Bell made at the City Council meeting the previous week (2/2/10). They took the opportunity to provide background on the CPA, to discuss the estimated revenue for the year and the likely match from the state, and to inform the Council of the CPC's progress to date. The presentation was well received. Councilor Verga expressed support for Senate Bill 90. Councilor Romeo-Thekken asked for information on how low income residents and seniors can request abatements of the CPC surcharge. Ms. Dahl-Ronan expressed her hope that this briefing will help the CPC's future interactions with the Council.
4. Mr. Bell and Ms. Dahl Ronan helped City staff to review the 50 applications that were submitted for the junior planner post. Four of the 50 were interviewed, and three of the candidates were considered good for the position. Additionally, there were two individuals from Gloucester who applied for the post, but then found other employment. Mr. Bell and Ms. Dahl-Ronan were encouraged that the City and CPC will have several strong candidates, one of whom will be supporting our efforts soon.
5. The CPC then went through the draft CP plan, page by page discussing edits. Improvements to the plan were recorded on a copy that was given to Ms. Garcia, whose staff will make the changes. Mr. Feener moved that the CPC accept the plan as edited. Mr. Bell seconded, and the CPC unanimously adopted the plan as edited.
6. Mr. Bell has updated a draft letter to the City's boards and committees that was originally drafted by Ms. Randell. The CPC discussed some additional edits. The letter will cover a copy of the draft CP plan, which the boards and committees will be asked to review. Mr. Bell will perfect the letter and forward it to Ms. Garcia for distribution with copies of the plan.
7. The CPC discussed briefing the mayor on the committee's progress and the draft CP plan. Ms. Garcia will consult with Mayor Kirk and ask if she would consider attending a CPC meeting.

8. Ms. Gallagher is looking into formats for financial reports of the CP funds. She has been trying to meet with the City's financial staff, but has not yet had an opportunity to sit down with them. Ms. Garcia and Ms. Gallaher shared copies of the report generated by the City's accounting software. To date, there have been two CP fund expenditures; one for hiring a contractor (Ms. Brayton) to compile the draft CP plan and another for advertising the junior planner position opening. Ms. Gallagher will report to the CPC after she meets with the financial staff.

9. Other short items.

- The estimated CP fund match from the state is 28%. State revenues have been higher than expected, so that percentage may be revised in March.
- Ms. Randell offered to draft a "My View" column for publication in the Gloucester Times. The timing is still to be determined.
- A public hearing on the CP Plan may be scheduled in conjunction with the CPC meeting slated for April 12, 2010.
- The CPC discussed outreach venues including the Rotary Club and community access television, but no action items were assigned.

10. The next two meetings of the CPC will be:

- Monday, March 8, 2010, 7:00 p.m., and
- Monday, April 12, 2010, 7:00 p.m.

The meeting adjourned around 8:45 p.m. on Mr. Feener's motion, Mr. Bell's second, and the CPC's unanimous consent.