

Community Preservation Committee
Minutes
February 16, 2016
Third Floor Conference Meeting Room, City Hall

Members Present: Stacy Randell, Co Chair , David Rhineland, Barbara Silberman, Henry McCarl and John Feener

Members Absent: Bill Dugan, Co Chair, Catherine Schlichte , Scott Smith and Charlie Crowley

Staff Present: Deb Laurie, Senior Project Manager

Others: David Brooks, Facility Manager, Action, Inc. and Ellen Preston, CPC appointment

The meeting was called to order by Stacy at 6:10 pm.

Item #1 Approval Minutes for January 12, 2016

After noting one correction in the spelling of Stacy's name, John Feener moved to accept the Minutes of January 12, 2016, seconded by Barbara Silberman, all in favor, 5.

Item #2 update on Action, Inc., Façade project

David Brooks explained to the Committee that Action had two plans A and B for the rehabilitation of the façade of the Woolworth's building. They have decided to go with plan B which is to repair the entire façade both on Main and Pleasant Street. He stated that plan B just makes more sense to address the project as a whole. He presented to the Committee a sample of the yellow brick that will be used. It is almost identical to the brick that exists. Since they are doing large areas, the brick should blend in well with the rest of the existing brick and when looking at it from the street level, the distance will also lend to the blending in. David explained the process of the restoration and that the contracts are almost ready to be signed. They are just working out a few minor details. The contractor will be responsible for everything from the scaffolding to police detail. John Feener suggested for Action to be responsible for the police detail because it's more cost efficient, but David said they prefer to have the contractor take care of.

The timeline for the project is from March 14th through May 20th; approximately a 10 weeks. John Feener added that he is happy that Action decided to do the entire project; just makes more sense. The Committee asked if there would be some type of dedication when the project is finished. David thought that there would be.

John Feener also suggested to the Committee that we ask Action, to mention the CPA funding if they are promoting the project on their website. Deb will contact them.

Item #3 Update projects 1-5

Debbie Laurie presented the updates of the ongoing CPA projects.

Oak Grove Cemetery project is almost complete. They have completed the surveying and mapping of the cemetery. They are in the process now of obtaining the software to enable them to utilize this new material. Hank McCarl mentioned that there are many civil war veterans buried within the cemetery and this was mentioned to Ms. Black and noted.

The Magnolia Library has received several bids. The contract will be awarded shortly and proceed with the project.

St. John's agreement was reviewed by Paul McGeary and he had a few comments regarding some of the language in the agreement. Deb forwarded them to the legal department for their comments; should have a signed agreement within a few weeks.

The Phyllis A. continues their restoration project; there have been delays and financing issues. They hope to continue and complete the project within the year.

Item #4 New Business

a. Vote for new Co Chair to replace Stacy Randell

Stacy noted that she would like to see her replacement be someone who is newer to the Committee, since Bill will be leaving next year. She nominated Catherine Schlichte, at large member. She has a legal back ground and thought she would be a good candidate. John Feener also thought that Barbara Silberman would also be a good candidate as she has quite a bit of experience with historic issues. Stacy would have nominated Barbara, but didn't because her attendance over the last year, but thought that she would be a good candidate to replace Bill in the future.

MOTION was made by Stacy Randell to elect Catherine Schlichte as the new Co Chair of the CPA Committee. Motion was seconded by Hank McCarl, all in favor, 5.

A resolution was made to thank Stacy for her dedication to the Committee and her insight on various projects. John added that she nurtured some of his decisions, through her objectiveness and really appreciated her service. The rest of the Committee agreed.

b. CPC deadlines for Gloucester Historical Commission (GHC) to review Eligibility Determinations

Deb was asked by David Rhineland to clarify the process. Deb indicated that David was a bit confused due to her sending to the GHC pre-maturely some of the determinations. David thought that they needed the whole application to form an opinion, but Deb explained that the whole purpose of the determination was to see if historic projects were eligible if they were not listed on the State Register. The

GHC role is to review the eligible determinations and recommend or not, if the projects were deemed historic under the CPA definition. If so, then they could move forward and submit a full application.

Further discussion ensued regarding the process and deadline dates. Deb did mention that the dates that are in place now should be adjusted next year. The deadlines that are in place now do not give the applicant much time to complete a full application from the time the GHC would meet at the end of March to make their determination. Only two weeks. Deb suggested that the April 15th deadline be moved ahead by two weeks, so that the full applications would not be due until April 30th or so. The Committee agreed, but would adhere to the deadlines for this year since they are already advertised and stated in the application.

Item #5 next Meeting scheduled for March 15, 2016

Deb mentioned that she would not be able to attend this meeting, however, she will forward all the materials to the Committee prior to the meeting.

MOTION made by Stacy Randell to adjourn the meeting; was seconded by John Feener. All in favor, yes. Meeting adjourned at 7:00 pm.

List of Documents at meeting

1. Minutes of 1/12/2016
2. Action, Inc. timeline for project
3. Status Reports for 2015 & 2014
4. Chart for qualifying Historic Projects for CPA funding

Respectfully submitted
Deborah Laurie