

Community Preservation Committee  
Minutes  
September 13, 2016  
City Hall Annex, 3 Pond Road

Members Present: William Dugan, Co-Chair, Catherine Schlichte, Co-Chair, John Feener, Hank McCarl, Barbara Silberman, and Heidi Wakeman

Absent: Scott Smith, Ellen Preston, and David Rhinelander

Staff Present: Deb Laurie

The meeting was opened by Bill Dugan at 6:05 PM.

**Item #1 Approval of Minutes**

MOTION: by John Feener, seconded by Catherine Schlichte and the board voted unanimously to approve the minutes from July 19, 2016 meeting.

**Item #2 Update of Ongoing Projects**

Deb L. gave a brief update of all CPA projects that are ongoing;

**Older Projects:**

- Cape Ann Museum ADA ramp is completed. Final report received and invoice being processed.
- Magnolia Community Center - Still waiting for additional sprinkler heads. Final report and invoices need to be submitted.
- Phyllis A. - still working on. They will be receiving \$ from State, so this should help them get back on track.

**2015 Projects:**

- Action Inc. Woolworth's Façade - Main Street side completed and invoiced. They have started Pleasant Street side recently.
- Action Inc. Rental & Mortgage Assistance - three clients are enrolled with another three completed their screening process. Goal was to assist 15 households.
- UU Church - Hired Engineer to develop plans for bid process; signed contract with Resilient Group to develop 6 month database for wall-pocket moisture conditions and to provide specs for complete building insulation & fire stops.
- Mattos Lighting - Need to redevelop specs for lighting. Looking into LED instead of Halogen. May have to rebid, but might save money if they go to LEDs. Steve is researching.

- St. Johns' Housing Feasibility Study – completed, but not financially feasible. Waiting for report and invoice.
- The Adventure is moving along with about 40% complete on the Captain's Cabin. They probably won't need the entire grant award.
- Ocean Alliance is moving along as scheduled. They discovered some of the iron mechanisms in the Kiln that was being removed. They are going to send us a request for a revised scope.

### **Item #3 Review and possible vote of CPA Round 7 applications**

Deb stated at the last meeting the Committee made some tentative decisions for some of the applications; the Committee agreed to go down the list again and discuss the projects that had questions from the last meeting and then vote on each project if possible.

1. Harbor Village application: The Committee confirmed with Deb that this award is coming from housing reserve account and not the general reserve. Yes, this is a separate set aside. Bill asked for an update of the overall project. Deb explained that they have been approved by the ZBA and did not make the last funding round with DHCD, but will do so this winter.

2. The CAARA, Wheeler School and GFD Riverdale Hose Co. No. 2 application: Catherine S. at the last meeting questioned why they would be asking for \$35K when there is an estimate for about \$20K. They had asked the applicant to update the estimate. Hank informed the Committee that the estimates from ZAC were good until Dec. 31, 2016. Also, an added estimate from O'Neill Contracting for the trim work was included at \$6,000. So the total revised estimate for the project was \$26,174. The revised total project budget is \$32,674. Ellen P. had forwarded some questions regarding the project. She asked what is the future of CAARA; are there folks who will continue the organization? Hank responded that the membership has been between 110 and 126 members; there is a need for what they do and they have an agreement with the City if they cease to exist; the whole thing reverts back to the City. Heidi W. asked how they go about recruiting younger people. Hank states that there is a program called "Tech in a Day" which attracts emergency responders, nurses and emergency preparedness people. They monitor about 16 events per year, most of which are road races. They provide the communication to protect the runners. General discussion of the program continued.

3. Mount Pleasant Cemetery Civil War Monument: Their budget was reduced dramatically; the original request was for \$50,050, but the revised is for only \$2,000.

3. Generous Gardeners application for Boulevard: The question of eligibility was had come up and it was determined through the Community Preservation Coalition and our legal dept. that the project is eligible under the law; the perennials are. John F. stated that he still disagrees with that decision for the record. The question from

the last meeting was regarding the removal of the bulbs. The Committee feels that the bulbs are not eligible even though they are a perennial as well as the annuals. However, they could pay for the other perennials that will be planted in the spring of 2017. Susan responded by email stating that they will be planting 6000 tulip bulbs in October and yes, they dig up the bulbs because they don't bloom as well after the initial bloom. Then they will plant 8000 perennials and 2000 annuals; then in the fall again, they will plant new bulbs. Discussion continued regarding the cost of the plants and the definition of a perennial. Bill stated that he was impressed that the Open Space Committee recommended the project for funding; Heidi W. confirmed that they did. Catherine states that the Boulevard is one of the most enjoyed open spaces and the City has invested a lot of money to rebuilding the retaining wall, lighting and walkways. She is in favor of supporting the project; it will have a huge impact on the park and thousands of people utilize it. Continued discussion of how much to fund the project for, given the fact that they can't fund the annuals and the bulbs and the timeline ensued. They determine that \$20,400 could be awarded after much debate on the calculation. Catherine S. and Heidi W. state that they would not be opposed to funding this amount. Heidi adds that beauty is important and this is a very beautiful place; she said that right on the cut bridge there is a plaque that states something about the beauty of that area. It was agreed that many people walk and enjoy the Boulevard and the flowers would definitely enhance the beauty of the area.

Bill states that as they are reviewing these they should probably take a vote. So the Committee back tracks and makes the following motions. The first project was the North Shore CDC, Harbor Village project.

Catherine S. moved to recommend to the City Council to fund \$125k from the affordable housing reserve to fund the North Shore DCD for Harbor Village affordable rental project located at 206 Main Street. Discussion: John F. was concerned about the timeline, since they did not have all of their funding. Deb explained that the agreement for any construction project is usually for a three year term and can be extended. He wanted it on record if approved; the agreement should be for at least three years. Also, Deb reminded the Committee that the funds were for the brick façade, so they may want to specify that in the agreement and the payment won't be paid until construction has begun. They agreed to include this as a condition of the funding. Seconded by Heidi W. Barbara S. is abstaining, All in favor, yes. Vote 5-0 in favor, 1 - abstained.

The next project vote was for CAARA, the Wheeler School and GFD Riverdale Hose Co. No. 2 application. John F. made a motion to recommend to the City Council the new recently submitted revised proposal in the amount of \$26,174. Seconded by Barbara S. Hank M. abstained, all in favor, yes. 5-0, 1 - abstained.

Mount Pleasant Cemetery for the Civil War Monument. Hank M moved to recommend to the City Council to approve the new revised request of \$2,000 for the preservation of the Mount Pleasant Cemetery Monument. Seconded by Barbara S.

Any discussion; yes. John F. wanted to add that any over costs would be their responsibility. All in favor, yes. Vote 6-0 in favor.

Generous Gardeners for Stacy Boulevard Gardens. Bill states that we have a proposal for \$20,400 a slightly less amount than what was requested, \$22,500; John Feener made a motion not to approve this project due to the fact of an erroneous design, and is basically flowers which may not be beautiful for everyone, second he doesn't feel it is a good use of funds and third he does not feel this project meets the eligibility of CPA regulations. Bill asked for a second; no second, motion fails. Catherine S. made a motion to recommend to the City Council to approve the project for \$20,400 for perennial plants for the Boulevard project, however, the perennials do not include the tulip bulbs. Seconded by Heidi W. All in favor, 5 and 1 opposed. Bill asked if the Committee had to specify which category for the funding. Deb replied no. That will be taken care of by her and Kenny.

The Welcome Center Restoration project. Catherine commented that the last conversation was to fund around \$16,000 for the repointing and the power washing and did ask if we have the paint tested for lead. Deb indicated that we did. She passed around the results. Basically all the "old" wood contained lead and the "new" wood that has been replaced over the years, does not. Barbara S. made a motion to recommend to the City Council to fund the Stage Fort Park Advisory Committee for \$16,000 for the power washing and masonry repair at the Welcome Center. Seconded by Catherine S. John F. again, wants to reiterate that any contingencies be covered by the Advisory Committee. Stones maybe further damaged by the power washing. All in favor, yes. Vote 6-0 in favor.

The City of Gloucester, Stage Fort Park Beautification Project. Catherine asked if this project could be done in phases. Can they do the plans first and then the construction, etc. Actually the first \$50,000 of CPA money would go to the design. They need plans and leveraged commitment from City to apply for the State grant. After much discussion the Committee would like to see if Steve Winslow could come to a meeting of the first week of October to discuss the project further. Deb will confirm.

The City Clerk's Archival project for \$11,030. John Feener recommends to City Council that an award of \$11,030 be awarded to the City Clerk's Archival project. Barbara S. seconded; any discussion, no. All in favor, yes. Vote 6-0 in favor.

The Annisquam Association, Deluge 8 Firehouse application. Hank asked if they were able to break down the costs and do in phases. They did, however, the Committee feels they need a feasibility study to back up their costs and plans for renovations. John F. made a motion not to approve a grant to the Deluge 8 Firehouse application due to the fact that the plans seem incomplete and recommend that they return for a design study and a phased development project. Catherine S. seconded, all in favor, yes. Vote carried 6-0 in favor.

Oak Grove Cemetery for \$15,000 to continue restoration and improvements to the historic site. John mentioned that the organization agree to tree mitigation precautions, which Mary Rudolph Black agreed to at the last meeting. This is for pedestrian safety. So, Bill suggested that the Committee approve the "revised" application, which was sent via email and recommend to the City Council to approve the project for \$15,000. Seconded by Barbara S. All in favor, yes. Vote carried 6-0 in favor.

Magnolia Historical Society electric application. As requested from the applicant was another estimate for the work, which was more than the original request. Also, they did not address the issue of the underground utilities and failed to provide the Committee with an alternative solution. Catherine S. made a motion to not recommend this application for funding. Barbara S. seconded, all in favor, yes. Vote carried not to approve 6-1.

Committee for the Arts for a refined scope of their original project that they withdrew from last year's funding. Hank M. recommend that the City Council approve the CFTA application for \$35,000. Barbara S. seconded; all in favor, yes. Vote carried 6-0.

Historic New England; Beauport Museum for outer building roof replacement. Discussion regarding what was recommended for funding at the last meeting. The Committee agreed to fund the tool shed and Gatehouse entrance. The amount was discussed at length and it was decided to fund them \$8,250. Catherine S. made a motion to recommend to the City Council to fund \$8,250 of CPA funding for the Beauport Museum for the gatehouse and tool shed roof replacement, which is half of the cost to complete the two. Seconded by Barbara; all in favor, yes. Vote carried 6-0.

Sargent House Museum application. Catherine S. recommends that the City Council approve an award in the amount of \$3,200 for the repair of the porch deck and the one top stair, 2<sup>nd</sup> tier with the huge crack in it. Seconded by Barbara S. All in favor; yes. Vote carried 6-0.

Manship Artist Residence and Studios (MARS) application for the Paul Manship's 15 acre property application: The consensus of the Committee is that they are not ready for funding. They did come back with an alternative feasibility study, but Catherine S. stated that it's for the entire project, not just for the community garden and public space, which CPA can fund. Catherine S. recommends not to fund the project at this time. Seconded by Barbara S. All in favor, yes. Vote carries 6-0.

Gloucester Writers Center for Maud/Olson Library and GWC Archives application for \$10,000. Catherine S. recommends for the City Council to approve the request for \$10,000. Heidi W. seconds. Barbara S. abstained, and all other were in favor. Vote carried 5-0 in favor and 1 abstention.

17. Maritime Museum for restoration of the Marine Railway application: Hank M. indicates that the project scope has shifted because the Electric Company is no longer going to build a cofferdam as recently thought. Catherine, states however, that the focus is still to repair as much of the rails as possible and winch. The revised request is for \$62,087. Catherine S. moved to recommend the City Council to approve funding in the amount of \$62,087 to the Maritime Gloucester for the repairs of the rails and winch. Seconded by Barbara S. Any discussion, yes. John F. wants to have on record the reason why they are not awarding 55% like the other projects is due to the fact that we took away things on this project. Catherine points out that Bill had mentioned that they have already spent over \$67, 000 on their own. John just wants it noted in case they are asked; all in favor, yes. Vote carries 6-0 in favor.

Friends of Burnham's Field application. John McElhenny had emailed to the Committee prior to the meeting the answer to John's F. question regarding looking at other materials for the pathway that may cost less. John M.'s email revealed if they used stone dust instead of asphalt, they would save approximately \$6,000. However, the stone dust would not be good for bicycles, roller blades and skateboards on that section. The project also calls for lighting and \$1000 for maintenance which is not allowed under CPA statute. John F. wants to recommend to the Friends of Burnham's Field to look at LED lighting which could save them money in installation and electrical savings. We can add that in their agreement. Catherine S. moved to recommend to the City Council to approve \$54,000 (minus the maintenance of \$1,000) for the Friends of Burnham's Field for the lights and completion of the asphalt walking path. Seconded by Barbara S. All in favor, yes; motion passed unanimously by 6-0 in favor.

So to review Catherine S. states with the Harbor Village project for affordable housing the Committee has recommended to fund projects for a total amount of \$389,141 of CPA funding. If you back out the \$125,000 it is a total of \$264,141, leaving an approximate balance of \$135,859.

Next meeting scheduled for October 4, 2016, to review the Stage Fort Park Beautification project, requesting Steve Winslow to be present for questions.

MOTION by John F. to adjourn, seconded by Catherine S. APPROVED unanimously.

Meeting adjourned at 8:45 pm.

Respectfully submitted,  
Deborah Laurie

**List of Documents Reviewed:**

Draft minutes July 19, 2016  
Status Project charts with reports for 2014 & 2015

Emails regarding questions asked from previous meeting for Generous Gardeners, CAARA, Sargent House Museum, Maritime Gloucester and an estimate from MHS;  
Report regarding lead testing for Stage Fort Park Welcoming Center