

Community Preservation Committee  
Minutes  
January 17, 2017

Members Present: Catherine Schlichte, Co-Chair, John Feener, Hank McCarl, Barbara Silberman, Ellen Preston, Heidi Wakeman, Scott Smith and David Rhineland

Absent: William Dugan, Co-Chair

Staff Present: Deb Laurie and Dan Smith, CD Director

Guests: Mary Ellen Lapionka, GHC Co Chair, William Remsen, Architect, Mark Nestor from the Legion.

The meeting was opened by Catherine S. at 6:05 PM.

**Item #1 Approval of Minutes**

David H. made a motion to accept the minutes of December 6, 2016, and seconded by Hank M. All in favor, yes. Minutes approved.

**Item #2 Off-Cycle Application from Gloucester Historical Commission (GHC) for the Legion**

Mary Ellen Lapionka, Co-Chair of the GHC presented the Legion application. She stated that the reason they are requesting an off-cycle application is that the Legion building can't wait another year for repairs. Also, the other grants that they need to apply for don't coincide with the CPA grant cycle. They have an opportunity to apply for the Massachusetts Preservation Projects Fund (MPPF); the application is due by March 24, 2017. In order to apply for this grant, they have to have a professional assessment of the building in hand. They have an architect already on board, Mr. William Remsen to conduct the assessment. This grant would give them about \$200K and Mr. Jim Destino will go to the City Council to request a match for this grant. If granted, then the work could begin this spring. Timing is crucial. They already missed the Mass Cultural Grant deadline due to the fact they didn't have the assessment done. They want to accomplish the exterior restoration soon as the building is in distress. Mary Ellen pointed out the pictures of the exterior to the Committee that were included in the application showing the condition of the exterior.

Catherine S. asked so in order to apply for this grant you need this assessment. Yes, it's a pre-requisite. Also, Catherine S. asked if the assessment was going to be comprehensive to the whole building, both exterior and interior. No, this is for the

exterior only. The architect discussed the cost of the renovations as well as his approach to the assessment. General discussion of the water issues and crawl space were discussed.

Dan S. asked if the assessment was just going to identify what needs to be replaced or painted, or will it contain a spec and cost, etc. and be used to go out to bid. The architect stated that this assessment will be used as a bid document. It will be very clear, quantifiable, etc. It will be based on price per square foot; they will be bidding on specific amounts of different kinds of work and will give us a price per square foot price for additional work. The total scope will be described, will write the specifications that explain the scope of work, what materials to use and how to do it. That is industry standards. Deb L. mentioned that prevailing wages will also need to be paid and included in bid package.

Barbara S. asked about the water issues and whether or not it will be included in the study or not. William R. addressed the question and informed the committee that what he is focusing on is what he calls the weather envelope. Which will make sure that the exterior is weather tight and is functioning properly? Obviously, this includes gutters and downspouts to ensure that they are working properly. He has not examined the crawl space yet; once in there he will identify any issues there. He feels once the gutters and downspouts are addressed, this may solve most, if not all of the buildings water issues. Barbara S. also asked, if he would also be looking at the wall sills. Yes, this will be looked at. Her concern is that if there are issues with the sills, it would make sense to work from the bottom up.

Further discussion of all the phases took place. Marc N. went through the phases and the history of what has been done to the building over the years. The city owns the building and is responsible for major repairs. It hasn't been painted for the last 17 years and it took six years for the city to fund and replace the boiler in the building. They want to sand the floors, replace and repair windows, upgrade restrooms, etc. The Legionnaires 100 year anniversary will be coming up in 2020. Members and others are willing to contribute to funds to restore the building. They have some major contributors. The building has significant historical history; it was named after Captain Lester S. Wass, who served in WWI, who died in combat and was awarded the Distinguished Service Medal. They also serve 400 to 500 people in the community every year. David R. also reminds the committee that this was the first Town Hall for the City, which is very historically significant.

Catherine S. had concerns that with only doing the external assessment and work that would be completed, might be redone when some of the interior work is assessed and completed. She would prefer a total building assessment that identifies the most critical etc. The architect addressed her concerns by saying that any of the external work to make the envelope tight will be undone by any future internal work. The architect also stated that he will be looking at the whole building and identifying any major issues and share his concerns with the GHC and the Legion. The discussion continued with the columns and structural issues. Two of

the five columns are in very bad shape and need to be repaired asap. The major snow storm of 2015, probably took off 10 years of the exterior of the building. Mary Ellen L. informed the committee that in the 1980s the columns were repaired at the tune of \$183K.

As discussion came to a close, Mary Ellen L. pointed out that many organizations in Gloucester gave support letters. The funding is crucial in applying for this grant and making repairs to the building sooner rather than later.

Scott S. asked if this grant is awarded and the assessment is completed, your funding sources for the construction is coming from the city or are you coming to us for money. The GHC will not be coming back on behalf of the Legion. They might apply, but the GHC will be applying for other projects in the future, such as Dogtown Commons. They want to have Dogtown Commons listed on the States' National Register.

John F. wanted them to clarify Phase I work. It states in the application that the painting will be done in phase I. Clarification on this was made. Phase I is only the assessment.

The CPA approval process was discussed. If recommended for funding, it will still take at least 3 - 4 weeks to be approved by City Council.

MOTION: Hank M. establishes that the off-cycle Legion Building Assessment submitted by the GHC is eligible and meets the criteria of an off-cycle application because of the time sensitivity to apply for the MPPF grant that doesn't coincide with the normal CPA grant cycle and the critical condition of the building. SECONDED by John F. All in favor, yes, 6-0; David H. & Barbara S. abstain.

MOTION: to recommend \$9,500 for an architectural assessment of the Legion Building which will provide written recommendations and specifications for the work and will be used for bidding purposes for the repair of the exterior of the building. Catherine S. also added that the specifications will address all the water and drainage issues of the building. SECONDED, by Heidi W. All in favor, yes; 7-0, David H. abstains.

### **Item #3 Update of Ongoing Projects**

Deb L. gave the following update of ongoing projects.

#### Older Projects

1. Phyllis A. - On hold for a while due to weather and circumstances at the Railways (worker on medical leave for 3 months). Ceiling planking has been removed to allow for the installation of a new frame. Unfortunately, the work will require the removal of the circle bulwarks (not planned at this time) in order to put the new

frame in properly. As soon as circumstances allow, this will be done and framing can continue in the stern.

2. Action Inc. Rental & Mortgage Assistance – Completed, assisted approximately 12 households.

3. UU Church - No new update. They are seeking new contractor; 1<sup>st</sup> step will be the kitchen gas range fire-suppression system, followed by installation of the new water service to the building. The full-building project, installing the sprinkler system and infilling all of the walls with fire-proof insulation, is slated for May – Sept., 2017. Sent report to Committee. No expenditures to date. Will get an update and report that was due Jan 15<sup>th</sup>.

4. Mattos Lighting – Out to bid again; bids due on January 19<sup>th</sup>.

5. The Adventure is moving along with about 80% complete on the Captain's Cabin. Invoiced for \$11,799.91; Balance - \$13,200.09. Recent pictures and report submitted and sent to committee.

6. Ocean Alliance – Project is about 1/3 done; they have reinforced brick window arch, repaired window, repaired brick and discovered parts of the old kiln. They also have requested a slight change in expenditures due to the roof of building B leaking. They want to take it out of the line item for insulation and take care of the roof issue. Balance - \$43,634.02

Balances remaining on finished projects:

Magnolia Community Center - \$4,453.97

MOTION: Hank M. moved to take the leftover balance from The Magnolia Community Center and put back in the unrestricted reserve account. SECONDED by Barbara S. Vote 8-0 in favor.

**Item #4 CPA Revised Application**

Barbara S. discussed her strategy for the changes. She felt that the grant application needed to be divided into two phases; the first phase as the planning stage and the second phase being the implementation. The perfect example was the Annisquam Fire House application. They applied for implementation funded without really identifying the issues with a feasibility plan or study. The Committee discussed Barbara S. recommendations. Also, she felt that before actually writing the application, the applicant should ask themselves some questions (see attached recommendations). Recommendations from Barbara were accepted with a few minor suggestions from the Committee and will be incorporated into a new draft. The draft will be sent for review and final revised application ready for applicants by January 23<sup>rd</sup>.

Dan S. thought it would be a good idea to have an informal informational meeting for individuals or organizations to attend and ask questions and receive assistance with the application process. The Committee agreed. This will be strictly guidance

on the CPA requirements and application process; no advice as to whether or not their grant will be recommended or not.

**Item #5 Update of City Council Recommendations**

Deb L. informed the Committee that the 2<sup>nd</sup> round of applications sailed through B&F; the next meeting is scheduled for Jan 19<sup>th</sup>. Don't foresee any issues except for maybe Harbor Village which may have a lot of questions of. Not sure if a final vote of recommendations will be voted at the B&F meeting for all the projects. Deb L. will email Councilor Memhard, to ask.

Next meeting scheduled for February 21, 2017. Discussion of items for next agenda.

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

Meeting adjourned at 7:45 pm.

Respectfully submitted,  
Deborah Laurie

**List of Documents Reviewed:**

Draft minutes December 6, 2016  
The Legion Off-Cycle Application  
Status Project charts with reports for 2014 & 2015  
CPA application and Barbara's recommendations