

COMMUNITY PRESERVATION COMMITTEE  
Minutes, February 20, 2018  
Council Conference Room, 1<sup>st</sup> Floor, City Hall

Members Present: Catherine Schlichte, Barbara Silberman, Heidi Wakeman, John Feener, Hank McCarl, Ellen Preston, Pam Tobey, Karen Carter

The committee started the meeting by welcoming its newest member, Pam Tobey.

1. Overview of 2018 Application Process. Barb went through the application process and general criteria for eligibility. Questions were asked by audience members seeking clarification on the supporting documentation required and length of the application process.
2. Off-cycle Applications. The committee reviewed the criteria for an off-cycle application, then reviewed the two pending applications for Ten Gates Development LLC and Habitat for Humanity.

MOTION: made by John Feener, seconded by Heidi Wakeman to accept the off-cycle application of Ten Gates Development LLC as an eligible application. All voted in favor. Catherine abstained from voting due to conflict of interest.

MOTION: made by John Feener, seconded by Heidi Wakeman to accept the off-cycle application of Habitat for Humanity as an eligible application. All voted in favor.

3. Habitat for Humanity. Donald Preston, Executive Director of Habitat for Humanity presented its application for off-cycle funding for the purchase and renovation of 5 Marina Drive. The organization has a purchase and sale agreement with the current owner to purchase the property for \$245,000. Habitat would raze the building and construct a new two-family dwelling to create affordable home ownership units for two income-qualified families. The applicant is requesting \$260,000 for a total project costing \$465,000. Catherine asked if the proposed 25 year affordable housing restriction could be a permanent restriction. Mr. Preston thought that might be possible but he would have to see if that complies with state requirements. Barb asked about the selection process. Mr. Preston will provide information about the affordable housing restriction and safeguards in place in the event the property is sold.
4. Committee for the Arts. Catherine Ryan gave a presentation on behalf of the Committee for the Arts regarding the progress on the WPA murals. A lot of time has been spent cataloguing the panels and preparing an RFP for the work. The repair of the panels is very specialized work and a lot of time was spent with working with purchasing to develop an appropriate RFP. The RFP is scheduled to be released in the next week or so and proposals from interested bidders will be due 5-6 weeks later. It is expected that a contract will be in place and work

started sometime the end of April, beginning of May at which point the Committee for the Arts expects to start spending the money awarded for the project.

5. Approval of Minutes. On Motion of Barb Silberman, seconded by Ellen Preston the minutes of January 23, 2018 were unanimously approved.

MOTION made by John Feener, seconded by Heidi Wakeman to adjourn. All voted in favor.