

## Community Preservation Committee

### Minutes

June 19, 2018

**Members Present:** Barbara Silberman, Co-Chair; Catherine Schlichte, Co-Chair; Ellen Preston, Hank McCarl.

**Absent:** John Feener, Pam Tobey, Heidi Wakeman, Holly Clay-Smith, Karen Carter.

Staff: Jaimie Corliss

Mary Beth Healey, JD MacEachern, Bobbi Lemay, Peter Lawrence, Pastor Deidre Green.

Meeting opened at 6:04PM. Seeing as quorum was not met, the meeting was not called to order and no motions were entertained.

### **Item #1 Presentations from 2018 Applicants**

Pastor Deirdre Greenwood White and Peter Lawrence presented on behalf of the Annisquam Village Church. They stated the following:

- The church was built in 1830 and has seen some modifications, but some aspects of the church are original.
- Extensive exterior painting and restoration project won award five years ago.
- Project is first capital campaign/ project for historical preservation.
- Planning a comprehensive preservation and renovation of building – interior and exterior.
- Goal is to restore sanctuary to original state and make building more handicap accessible.
- Renovation will only add 144 square feet to church.
- Church is a community resource, not just a church and should be considered a landmark
- After lift and generator are installed the church can officially become emergency shelter.
- Two major areas of work: 1. Reshingle roof – one half was done in 2005 and faulty shingles were used which are now lifting. 2. Remove and restore windows - They are original windows, but putty is coming out and paint is peeling.
- Total cost is estimated to be \$68,000. Bid for windows is lower, but the need to repair the roof has emerged.
- Request from CPC is essentially going to cover half of cost to seal building from elements.
- Have funds and pledges for 3 year campaign of just over \$600,000.
- Hoping to raise enough to establish a fund for further preservation and restoration work.
- Grant is important for two reasons – essential funding, but it will also be the first grant received by the church and can be leveraged to request additional funding.
- Draft copy of brochure provided.

Hank M. discussed some of the past community uses of the building and stated that he appreciates the idea of an emergency shelter in that location. There was further discussion related to the church being a potential emergency shelter. Barbara S. asked if there a historic structures report has been done or a master plan. Peter L. responded that Mass Historical has a report that was done several years ago. He added that work has been ongoing for two years and they have been consulting with architects and designers. Barbara S. expressed concern over items that may not be noticed now that will arise as project moves forward. Peter L. confirmed there is

contingency. Barbara S. asked to clarify that \$30,000 will be going towards windows. Peter L. added that it would also go towards roof repairs. Barbara S. requested a revised budget be sent to Jaimie C. Catherine S. reviewed the recent Supreme Judicial Court decision related to CPA funding of religious organizations, stating funds cannot be used to aid the ministry of the church. Peter L. confirmed these funds are specifically for the preservation of the building as a piece of architecture. He added that this building offers many programs and activities for the community, even more so than religious activities. They have been thoughtful about keeping religious related items out of the request. Barbara S. asked if community events go on in the sanctuary. Peter L. confirmed that yes, there are concerts in the sanctuary. Pastor Deirdre W. added that the church is not affiliated with any denomination. Hank M. discussed the importance of buildings offering community support. Catherine S. added that it is a strong application and the Committee will need to consult with legal dept.

Bobbi Lemay presented on behalf of the Magnolia Library. She stated the following:

- Building is old, but in good shape. Recently installed a sprinkler system.
- Biggest need at this point is handicap accessibility. Neither the restrooms nor main entrance are accessible.
- The Library is 100% volunteer run and all funds donated go directly back into the building.
- Over the past 7 years the account for the community center has increased, making the organization very solvent.
- Some things the building is used for – official Magnolia emergency shelter and Red Cross staging area, assisted with displaced residents during recent fire, official voting center for Ward 5, etc.
- There is a large range in age, income, and ability for people using building.
- Making the building accessible will require some major adjustments to current layout.
- Architect has provided plans for project.

Hank M. discussed the eligibility under historical preservation if it makes a resource more accessible. Bobbi L. discussed some events that occur at this location. Catherine S. asked how the difference between the CPA request and the estimates from contractors would be addressed. Bobbi L. responded that there have been a few fundraisers and capital funds were raised for a generator, which could be used towards this project. Catherine S. asked how many members are on the board. Bobbi L. responded ten people. Catherine S. asked if the City pays for use of the building as a polling station. Bobbi L. stated that it is a nominal fee. She added that most of the income comes from rental of facilities and fees are reduced for non-profits and school groups. There was clarification on cost quotes from Bach Builders. Catherine S. indicated that it is important to have someone on site who is in charge of overseeing this project as it is hard for volunteer board members to oversee such a large project in addition to their daily work. Bobbi L. stated that Dave Mason has spent a lot of time discussing the project with board members. Barbara S. asked for clarification for regarding the budget. She suggested having the Library's board vote approving the use of the generator funds and providing the vote to the Committee. She added that the budget should be revised to better align with the request for funds. There was discussion regarding the timeline. If the project exceeds the approved timeline an amendment will need to be processed. Bobbi L. will follow up on the possible use of generator funds. Catherine S. commented that 80% of the project total is a high request. Barbara S. asked if there is a capital campaign underway. Bobbi L. stated that there is not, but it has been a topic of discussion among board members. The last one was 3 years ago.

Mary Beth Healey presented on behalf of the Phyllis A. She stated the following:

- The Phyllis A is Gloucester's oldest fishing vessel and was built in 1925.
- She is the vessel that brought gillnet fishing to Gloucester.
- She is wooden and fished until 2000. She stopped fishing because her captain retired.
- The grandson of the man who built her came and brought her up to Kennebunk ME, but sent her back in 2006.
- The restoration is entirely volunteer run and they appreciate the support received thus far.
- The Phyllis A is at a point that she needs to be back in the water and they are pushing to reach this milestone this winter.
- Application funding request was less than stated on eligibility letter. A revised scope of work should be submitted to Jaimie C.
- Some components can only be completed once the vessel is in the water, such as, replacing the deck and forecastle interior.

Catherine S. asked if materials are represented elsewhere on the scope. Mary Beth H. pointed out the line item "materials other". Catherine S. asked if they are restoring the wood or rebuilding to replicate. Mary Beth H. stated they are leaving as much of the original wood as possible, but are replacing as necessary for safety. They are looking for ways to maintain as much of the original as possible, such as, encasing new wood with old and attaching new beams to old. Catherine S. asked if the organization has ever done a capital campaign before. Mary Beth H. stated this is the first. Barbara S. asked if the organization has some donors in mind. Mary Beth H. stated they have lists of ten or so people per stage of restoration, of which they are hopeful one will donate. Barbara S. asked if there is a timeline for the capital campaign. Mary Beth H. indicated they will be fully kicked off by July 21<sup>st</sup> for the Lobster Bake. They are also seeking out other grant opportunities and partnerships. Barbara S. suggested that if the organization is going to apply for federal funding, they discuss it with local elected officials. Mary Beth H. agreed and added that the City has assisted with grants in the past and they are working on historical site distinction. There was discussion regarding the total project budget and how funding may impact the project. Mary Beth H. added that their goal is to be licensed by the Coast Guard for 400th event. There was discussion regarding the need for the capital campaign to be further underway.

### **Item #2 Sargent House Discussion**

Barbara S. gave a brief overview of the site visit to the Sargent House and items they are seeking to repair. She stated that the driveway is not eligible. At the time of the site visit, no progress had been made on roof project. There was discussion regarding whether or not painting exteriors should be considered maintenance, and therefore, ineligible. The consensus was it is maintenance. Catherine S. added that the past policy is to want to see performance and completion of prior grants before new funds are issued and the Sargent House's previous grant was significant. Hank M. stated that it should be made clear that previous grants should be complete prior to new applications. Barbara S. stated the only thing that is eligible is bulkhead.

### **Item # 3 Update on Stage Fort Park Cannon Restoration Project**

Barbara S. briefly reviewed her meeting with David Dow to discuss the Stage Fort Park Advisory Committee's current applications in order to provide coherent and reflective scope of work to be performed. She will continue the conversation with Mr. Dow once price quotes are provided. She added that DPW Director, Mike Hale has a plan for restoring paths at Stage Fort

Park. There was discussion regarding how the City and other agencies should be coordinating better to restore Stage Fort Park. Barbara S. and Catherine S. will work to connect relevant parties and see if there are any efforts being made to coordinate. JD MacEachern stated that Cressey's beach could be restored, as the stone is not indigenous to the area, so it can be removed. There was further discussion regarding the beaches at SFP.

#### **Item #4 Discussion Regarding Affordable Housing Project Application**

Barbara S. briefed the Committee on the Budget and Finance Sub Committee meeting for the 15 Pearl Street project. She asked if the Committee should ask applicants to have community meetings before funding is approved. Catherine S. stated that she does not agree with making it a requirement. If there are concerns from neighbors we may decide to suggest a neighborhood meeting. Hank M. added that where these projects are done will determine how these projects are accepted. Ellen P. stated that people assume they can discriminate when they hear affordable housing. Catherine S. added that the questions is: how do you evaluate an affordable housing project. Barbara S. asked Jamie C. to look into Affordable Housing conferences or seminars. Catherine S. suggested there may be organizations able to assist with some guidelines. Barbara S. will call Stuart S. of the CPA Coalition. Catherine S. will call Andrew DeFranza of Harborlight Community Partners. Catherine S. stated there was a housing production plan that was produced and it would be good for this document to be reviewed by the City Council and the Committee, as the approved projects fit right into the housing production plan.

Meeting closed at 7:47 PM.

#### **List of Documents reviewed**

None

Respectfully submitted,  
Jaimie Corliss