

Gloucester Community Preservation Committee

Committee Meeting Report for December 8, 2010

Members attending: Stacy Randell, Sandy Dahl-Ronan, Karen Gallagher, Dan Morris, J.J. Bell, Scott Smith, John Feener, Bill Dugan

Members absent:

Staff: Matt Lustig, Community Development Staff

1. The meeting began at 7:00 p.m. Ms. Dahl-Ronan moved to adopt the minutes of the meeting held on November 15, 2010, without amendment; Mr. Bell seconded, and the committee unanimously approved the motion.
2. Mr Bell reported that he had a discussion with Mr. Rhinelande regarding the Historic Commission's vacant seat on CPC. Mr. Rhinelande said that Tom O'Keefe may be appointed to fill the post.
3. The CPC's funding recommendations for 2010 are still under consideration by the City Council. B&F Committee members have been submitting questions to the co-chairs and staff and have made site visits. The CPC appreciates and supports the Councilors' diligence. Of note, Mr. Curcuru had questions about the need for full funding of the Taylor Street affordable housing project in light of an additional award the project received. The proponents have been asked to provide an update of the project accounting and to indicate whether the full recommended amount (\$110,000) is still needed.

Members were invited to attend the B&F site visits. The B&F will make recommendations to the full Council for its meeting on January 25, 2011. We are not certain whether the Council will vote on the recommendations at that meeting. The CPC discussed a strategy for being available to Councilors and making a statement about the recommended projects prior to their deliberations.

4. Ms. Dahl-Ronan relayed a comment from Mr. Curcuru on the need to continue community outreach on the CPA and the CPC's activities. The Committee discussed some means for communicating to the community.
 - Explanatory notes enclosed in the tax bill.
 - Talks and presentations by CPC members at various civic groups.
 - My View columns and letters to the editor of both newspapers.
 - Progress updates on the CPC webpage.
5. The CPC reviewed the talk given at the last meeting by Kenny Costa, the city auditor. Following that meeting there was a conference call with Stuart Saginor of the CP Alliance, and Mr. Lustig corresponded extensively with Mr. Costa.

Based on what he learned subsequent to the meeting, Mr. Lustig devised a timeline that shows when CP funds from each year's collections would be available for obligation. Mr. Saginor said that the timeline is valid, but Mr. Costa has not yet concurred. The

recommendation stemming from this correspondence is that our initial round of awards should use funds in the following sequence:

1. The current fiscal year's (FY11) designated reserve funds;
2. Past fiscal years' designated reserve funds; and then
3. The current fiscal year's undesignated reserve.

6. The CPC discussed the number and timing of funding cycles that could be supported in calendar year (CY) 2011. Given the length of this first cycle and the amount of annually available funds, the CPC readily agreed that only one round per year is practicable. Timing relative to the fiscal cycle and the availability of funds was discussed and several scenarios were troubleshot. Ms. Gallagher made the following motion:

That the deadline for pre-applications for the 2011 solicitation be set for April 1, 2011, with final project proposals due on May 15, 2011; and

That the 2nd solicitation/funding cycle in CY2011 and thereafter be eliminated.

Mr. Dugan seconded the motion, and the CPC unanimously adopted it.

Ms. Gallagher offered another motion:

That for the CY2012 funding cycle, the deadline for pre-applications be set for December 15, 2011, with final project proposals due on February 1, 2012.

Mr. Dugan seconded the motion, and the CPC unanimously adopted it.

7. CPC funding recommendations to the Council must include the intended source of the funding. The CPC would like to ensure that as much of the designated reserve as possible is utilized. Therefore, the CPC discussed strategies for funding the recommended projects, given any uncertainty about the amounts that might be awarded by the Council. Chiefly, the concern surrounds the Taylor Street affordable housing project, about which Councilors have asked critical accounting questions. Also, the timing and amount of bonding for the City Hall project is not certain.

Mr. Feener moved:

That the affordable housing designated reserve be used first for the Grammar Elementary and Gloucester Housing Authority projects, and then the remainder be applied to the Taylor Street project; and

That the historic preservation designated reserve be used for all historic preservation projects, other than City Hall, first, and then that the remainder be applied to City Hall.

Mr. Bell seconded the motion, and the CPC unanimously adopted it.

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Since the open space and recreation project do not exceed the amount in the designated reserve, that fund will be used exclusively for those projects.

8. The procurement request for the purchase of the CP project signs has not yet been signed by the Community Development Director.

9. The next meeting of the CPC will be on January 26, 2011. The CPC will begin meeting at a new time, 6:00 p.m.

10 The meeting adjourned around 8:40 p.m. on Mr. Smith's motion, Ms. Gallagher's motion second, and the CPC's unanimous consent.

Documents used during the meeting

1. Printed timeline of funding availability for FY2010 through FY2012, by Matt Lustig.