

## Community Preservation Committee Meeting Minutes

Tuesday, June 19, 2012, 6:00 p.m.  
Third Floor Meeting Room, City Hall

Members Present: J.J. Bell, Sandy Ronan, Bill Dugan, Rob Gulla, Charles Crowley, Stacy Randell, Karen Gallagher, Tom O'Keefe, Scott Smith  
Staff Present: Deb Laurie, Senior Project Manager

Also present: Suzanne Eagan, City Attorney, Denton Crews from Friends of Good Harbor, Inc. and Doug Parsons from the Phyllis A. Marine Association

The meeting was opened by J.J. Bell, immediately followed by approval of the meeting minutes of May 15, 2012 with a motion by SR, seconded by TO.

Suzanne Eagan began the meeting with an overview of the Friends of Good Harbor, Inc. application in regard to the proposed acquisition of 70-74 Thatcher Road as an Open Space requested grant to the CPC. She shared that the City is in partnership with the Friends of Good Harbor group and will officially join the process when/if the group is provided with requested funds from the state's Land Grant. There is a current offer to sell the property. Suzanne explained that the offer has not been signed by the seller because he is waiting for Zoning Board approval. City will not sign purchase and sale agreement until Conservation Commission approves. The Friends group will sign the purchase and sale agreement, but the City is the ultimate buyer. The timing of the signing is approximately two months.

Since there are many unknowns at this point in the process, Suzanne advised that the CPC could vote on conditions and what happens if conditions do not occur as part of our approval process. She said a standard agreement can be legally changed by the CPC if the Friends group can't get all the funds required for the \$750,000 purchase. KG asked if CPA funds can be designated as "last spent" in case fundraising goals are exceeded and the group would need less than the requested \$250,000. The answer is yes because we can award "up to \$250,000" and ask for the balance returned.

Denton Crews was present to give updates and answer follow up questions by the CPC after reviewing the grant proposal. He is one of the organizers that helped to incorporate the Friends group which has been meeting for two years. The group's hope is that the area becomes a Gateway. The hope is that a decision will be made by the state on the Land Grant application in the fall. The grant deadline is July 12<sup>th</sup> and a full draft is done. CPC support is vital to demonstrate local commitment to the state. Senator Tarr met with City Councilor Paul McGeary and three Congressional leaders to advocate for federal funding support. Mr. Crews also reported that the Dusky Foundation has awarded a \$50,000 grant to support the project.

If efforts are unsuccessful, the CPA funds would be returned no later than June 30, 2013 for reevaluation. There was some discussion among CPC members about the nature of this Open Space application which is limited in its public use and appears to be more about stopping

development in this particular area. CPC member and representative of the Open Space/Recreation Committee Charles Crowley is concerned about committing this large amount of funds which then cannot be used for other Open Space applicants during the “wait and see” period. Rob Gulla, the CPC representative from the Conservation Committee, reported that the area cannot be developed as a recreational site; it can only be restored back to marsh.

Doug Parsons from the Phyllis A. Marine Association also attended to answer follow up questions from the CPC. He reported that half of the work described in the first grant reward is complete. One final invoice will be submitted for labor, materials, etc. that will match the budget in the grant application. The main objective of the 2012 grant is to be able to get passengers onboard the vessel which will not leave the harbor, but will be able to move around to different harbor sites in Gloucester. The capacity is 6 people or less for an uninspected vessel which is the status of the Phyllis A. which would not meet standards for a full inspection unless a completely new one was built. The overall project cost over time will be approximately \$200 – 250,000 to literally replace every piece of rotting wood. Mr. Parsons said the next application would concentrate on the stern. Some CPC members expressed concern that applications would be submitted on an annual basis which is not the intent of CPA funds and asked about other potential funding sources. Mr. Parsons reported no other efforts other than individuals donating money. The Phyllis A. has a very small board with many tasks without time or expertise for grant writing. He hopes to do more in the future.

The goal right now is to get the vessel ready for Coast Guard inspection for Dockside Attraction status which includes a safe platform, ramps, and floats in addition to getting the boat ready. KG asked if there was a business plan for staffing or creating educational materials for visitors. Mr. Parsons replied that nothing is written down, but they have been working on a “virtual Richie”, the last captain of the boat, for a video on the vessel with a flat screen monitor for a historical virtual tour. There are also plans to set up the boat as if to actually fish so visitors could pretend to be fishermen and women. There will always be at least one volunteer onboard. The ultimate goal is to be connected permanently to a shore side facility like a children’s museum where they can also haul her out to work on restoration. SR asked why the group is not collaborating with the Maritime Heritage Center which seems like a natural partner for this effort. Mr. Parsons reported that they tried to do so for six months, but it did not work out in part because all decisions would have to go through the MHC board. The vessel’s current location at the Railways on Rocky Neck is a natural location, particularly since it has been recently designated as a Cultural District by the state.

Recap of Rounds One and Two Status: Compiled by Deb Laurie and shared with the CPC. See attached.

Review of May 15, 2012 “Straw Vote” on 2012 applications:

CPC member J.J. Bell presented a summary he prepared based on our preliminary votes and levels of grant awards. The only significant change is that he increased the Friends of Good Harbor, Inc. amount to \$150,000 because he thought it was the minimal amount needed to fund the efforts and garner state support. KG mentioned Kenny Costa’s recent email to the CPC that we may possibly have \$100,000 more than anticipated to work with based on state matching

funds and other factors, but the group is not comfortable counting on that because it is not a guarantee at this point.

The Lane's Cove fish shack application generated much discussion because there seems to be very limited public access or public use associated with the project. With the intent of storing personal gear for private fishermen or kayaks for Lanesville residents, the CPC is not sure the project should be funded with public dollars. It is a true community project with significant volunteer labor and individual fundraising. A compromise was reached to award funding that is contingent on a plan for increased public openness such as picnic site with an educational kiosk about the history of the shack. It must be made clear to the applicant that CPA funds are not to be used for maintenance purposes.

A similar question about public use was raised in regard to the Cape Ann Museum's application for digital storage of historical architectural designs. The CPC would like to see a plan to display some of the designs in public places so they are not stored away for use mainly by researchers or individual property owners.

The Niles Pond application could not be considered at this time because it did not include the required permit or approval of the Conservation Committee. The group is encouraged to reapply once this is secure along with a written public access plan to extend the public use of the site.

Despite many unknowns and limited open space and recreation use, the Friends of Good Harbor project was granted partial funding to hopefully be a catalyst to make it happen and contribute to the significant volunteer planning and fundraising efforts already underway to buy the property as a permanent acquisition by the City. As a condition, funds will be returned to the CPC if the purchase and sales agreement expires with ability for extensions or by June 30, 2013 as an outside date.

A summary of all the official motions was compiled by Deb Laurie and is attached. CPC member and Treasurer KG and Deb Laurie will work with Kenny Costa to designate where funds will specifically come from in the CPA line items and send to the full CPC for review.

The next steps are to send our motions to Mayor Kirk and the City Council which will pass them on to the Building and Finance Committee.

CC gave a motion to adjourn which was seconded by TO. The meeting was adjourned at 8:15 p.m.

Meeting Minutes compiled by Stacy Randell

Status of 2010 Community Preservation Committee Awards

Project No.	Applicant	Project Title	Grant Amount	Exps to Date	Contact	Status
1	Community Development Department	Dogtown/ North Gloucester Woods Preservation Planning	\$30,000	28,000.00	Stephen Winslow swinslow@gloucester-ma.gov	Grant agreement signed by Matt Lusig and Steve Winslow. Task 1, (drift trail map) completed & pd; Task 2, (Pre Inv) completed & pd; Task 4, #1 Public mitg) & Task 4, #2 (Public mitg) comp & pd; Held final mitg & contractor will be finalizing plan. Final report & payment should be done by mid February. Project completed (final report emailed 2/13). Balance of \$2000 left over. Co-Chair needs to write memo to Kenny, City Auditor, letting him know of the balance left. Memo drafted, Board needs to vote on. Board voted last meeting memo and minutes will be sent to Kenny.
2	Gloucester High School, Jim School	Wostrel Environmental-Adventure Center	\$10,100	5,292.50	Jim School 978-828-4981 jim.school@comcast.net	Inter-dept. agreement signed; 1st invoice paid. Mr. Schoel working on estimates for tree replacement. Signed is in place. However, still working with Mr. Schoel, regarding estimates, PO#, possibly wage issues - prevailing wages. Also, he has to submit to the Conservation Commission a planting plan for approval 1st. No response from Jim, however, Con Com said he was in to discuss planting plan. Nothing submitted as of yet. 1/18/12 - Sandy spoke w/ Jim & said prjct is on back burner for winter, however, needs to get an arborist to assist him w/ planting plan for Con Com - project to move forward in spring and Sany offered our assistance. Reinforced time limit also. Jim has dropped off planting list. (see attached) Ok with Con Com. Issue w/ hiring arborist. Sandy suggests to review w/ Board at mtg. He is ordering the 1st round of plants and should be in w/ a few wks. Plants have been planted. Next phase is in the fall.
3	Gloucester Development Team	Central Grammar Apartments	\$50,000	50,000.00	Marc Sandler 978-283-3234 msandler@sandlerlarame.com; James Perrine Project Manager for Community Builders jamesperrine@tcbinco.org 857-221-8651	Project Manager, James Perrine (Community Builders) provided documentation of final DHCD loan approval and image of wire transfer. Pro-rated share of \$50,000 based on state distribution. \$21,000 now, \$29,000. See emails in Central Grammar electronic folder. First payment has been issued and progress report filed. (see attached). Sign has been put in window, but will be put on post once the outside cranes/lifts are not being used anymore. Sent committee last report. Final invoice processed; Final report still pending. Requested sign to remain for a while. Kirk Noyes picked up pole. Should be done soon. Sign is up.
4	The Gloucester Adventure	Schooner Adventure Restoration: Windless and Anchor Chain	\$25,000	25,000.00	Joanne Souza 978-281-8079 jsouza@shooneer-adventure.org	Grant agreement executed. CPA sign installed. First invoice of \$9,815.82 paid. Progress report w/photos submitted. Phase if should be submitted soon, seems they are slightly behind in sch. Emailed Mr. Krugman. Response from Joanne Souza stating CC was behind & that set them behind schedule, Windless barrel installed and support structures are being fabricated now. Final report received. Project completed.
5	City Hall Restoration Commission	City Hall Restoration-Completion of the Exterior Restoration	up to \$215,000 annually	180,155.27	Maggie Rosa 978-281-1871 maggierosa44@gmail.com	J.J. met with Jeff Towne to determine funding needs for 2011 and 2012. Jeff will draft motion for Council to appropriate \$215,000 from FY 2011. Will use CPA \$ first in 2011 and 2012, borrow short-term if more is needed. Then borrow long-term. CHRRC agreed with architect on fee of \$242,005. Jim Hafey will be PM, sign off on all invoices and submit to Debbie for processing. Two new items pertaining to CH - ADA compliance issues need to be addressed now since ruling has changed and the chimneys need to be repaired. Chg order has been processed. 1st, 2nd invoices for arch. pd; 3rd & 4th one in process to be pd on 2/3/12. Total Contract awarded for a total of 2,088,100. to Campbell const. PO's & contract in process. Construction has begun- scaffolding being erected; sent committee const. sch. See CHRRC minutes.

Status of 2011 Community Preservation Committee Awards

Project No.	Applicant	Project Title	Grant Amount	Expenditures to Date	Contact	Status
1	Gloucester Housing Authority	Sheedy Park Roof Replacement	\$86,453		David Houlden 978-281-4770 dhoulden@ghama.com	Project going out to bid July 1st; Agreement signed; bid documents & bid mid summer, construction to start mid Sept.
2	Cape Ann Museum	White Ellery House (1710) Window Restoration	\$25,000		Martha Oaks 978 283-0455 ext 17 marthaoaks@capeannmuseum.org	Contract pending. Applying for matching funds from MHC - MA Pres. Prjct fund. Final drawings - Aug; Oct - production of glass & installation April 2013. Contract in place.
3	Gloucester Adventure	Save the Adventure - Purchase & Install spars	\$25,000	25,000.00	Joanne Souza 978 281-8079 jsouza@schooner-adventure.org	Grant Agreement signed on 11/11/12. Routing thru city. Contract issued, 1st payment submitted with report. Project completed.
4	Phyllis A. Marine Association	Phyllis A. mast & hull restoration	\$20,000		Mrs. Gloria Parsons, Bd Secretary/Treasurer 978 283-9292 schtruant@verizon.net	Grant Agreement signed on 1/18/12. Contact executed on 2/9/12. Waiting for haul out which should take place week of 5/7/12. Vessel is hauled out and working on.
5	Gloucester Committee for the Arts	WPA Murals restoration	\$15,000		Dale Brown, 978 290-6690 daletb@verizon.net	Have met with Dale & Donna, Purchasing Agent, to review scope & discuss bidding procedure for project. Have emailed several times for status of project; have not heard back. Draft agreement reviewed by Dale.
6	Magnolia Historical Society	Magnolia Historical Society archival restoration - purchase of copier/scanner for digitization	\$10,000	8,520.01	Lisa Ramos, President, 978 290 3005; lisa@magnoliahistorical society.com	Grant Agreement signed 1/25/2012; Contract executed on 2/6/12. Scanner/printer delivered to site which I did a site visit for. 1st invoice paid. Materials purchased, small balance left for more paper, toner etc. Emailed Lisa to invoice.
7	Sargent House Museum	Fence replacement - Main Street side	\$15,000		Judith Nast 508 816-9665 judithnast@gmail.com	Contract executed on 2/28/12. Approx. Fence removal and replacement - June/July 2012.
8	Sawyer Free Library	Landscape Project - ADA access	\$75,000		Joan Ciolino, President, Bd of Director, joanciolino@gmail.com & Carol Gray, Director, Sawyer Free Library, gray@sawyerfreeibrary.org	Contract pending new project schedule and budget. Going out to bid shortly. Won't be starting ADA construction until late spring. Parking lot is first. Agreement signed. Starting construction July.
9	City of Gloucester, Community Development Department	Little River Stream Habitat & Restoration	\$15,000		Greg Cadematori 978 281 9781 gcadematori@gloucester-ma.gov	Agreement drafted; waiting for Com Dev.
10	Essex County Greenbelt Association	Tompson Street Reservation Gateway - acquisition	\$120,000	\$120,000.00	David Santomenna, Dir. Of Land Cons. 978-7687241 x18 dts@ecga.org cell 978 500-3201	Grant agreement signed on 12/20/2011; Invoice processed 12/21/2011. Emailed David as to status of signage. See attached update for parking plan & signage. Parking lot competed, had emailed cmte. Working on signage & CR.
			\$408,453	153,520.01		