

**Community Preservation Committee**  
February 25, 2014  
Police Station Conference Room  
Minutes

**1. Call to Order**

A regular meeting of the Community Preservation Committee was called to order by Chair Judith Grohe at 7:05 p.m.

**2. Roll Call**

In attendance were members Mike Dissette, Judith Grohe, Paul Healy, Cynthia Zabriskie, Jane Healey, Linda Smiley and Don Little. Kate Newhall-Smith was also in attendance.

**3. Minutes**

Mike Dissette moved to approve the minutes of the January 29, 2014 meeting as amended. Don Little seconded the motion. The motion was unanimously approved.

**4. Master Plan Update**

Kate Newhall-Smith said the first public meeting of the Master Plan Update Project has been scheduled for Wednesday, February 26 at 6:30 p.m. in the City Hall Auditorium.

**5. Curzon Mill Road/Welch Properties Open Space Purchase**

Geordie Vining said the two properties on Curzon Mill Road owned by the Welch family are strong candidates for open space protection and have both conservation and recreation value. He is requesting \$535,000 from the Open Space Reserves be used for the acquisition of these parcels. DCR has committed \$425,000 for the acquisition and the Essex Country Greenbelt Association will raise \$50,000 in funds. Mr. Vining would like to use \$525,000 of the Open Space Reserves for the acquisition and an additional \$10,000 for miscellaneous expenses, such as closing costs and signage. He said he hopes \$535,000 is the maximum amount that will be needed from the reserves and said this figure might even be reduced. He has submitted an application to the Conservation Land Tax Program, which potentially might provide \$50,000 for each of the two parcels.

The unspent funds from Herrick and Gutierrez properties were returned to the Open Space Reserves, resulting in increases of \$155,996.21 and \$200,711.37 respectively, and bringing the balance in the reserves to \$810,365.98.

Mike Dissette said the Open Space Committee supports the acquisition of the parcels and recommends the Open Spaces Reserves be used. While the acquisition would deplete a large portion of the reserves, the Committee believes the move would be worthwhile based on the sale price of the land and the amount being committed from other sources.

Geordie Vining said he would like to explore the use of some of the funds to create a small parking area near the parcels in a low cost and functional way. Paul Healy recommended that he return to the Committee with an update before any of the funds are expended on parking.

Because the State funds that have been committed are from the FY 2014 budget, the closing must take place before June 30. Letters of support for the project have been received from the Essex Country Greenbelt Association and DCR. Paul Healy moved to approve a

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transfer in the amount of \$535,000 from the Open Space Reserves for the acquisition of land along Curzon Mill Road with the conditions that final plans are submitted for approval for any associated public access amenities and any unspent funds are returned to the open space reserves. Jane Healey seconded the motion. The motion was unanimously approved.

**6. Projected Collections for FY2015**

Kate Newhall-Smith provided an updated budget in her staff report. The FY2015 estimated revenue is \$823,130 and the undesignated fund balance is \$796,798, bringing the total amount of estimated funds available to \$1,619,928. Obligations total \$321,006.26 and unexpended project funds total \$43,095.47, resulting in an amount available for award of \$1,342,017.21.

**7. Request for Grant Application Deadline Extension**

Judith Grohe recused herself from the discussion. Bill Hennehan of the First Religious Society said when estimates for painting were being prepared it was discovered a substantial amount of work would be needed on the church's steeple. He requested an extension until March 31 to complete the application for funding. He said the structure is a significant asset of the community. Mike Dissette said the Committee has previously permitted extensions under similar circumstances for cases of an immediate need. He moved to approve an application extension to March 31 for the First Religious Society. Paul Healy seconded the motion. The motion was unanimously approved.

**8. Scheduling of Public Hearings for FY2015 Grant Applications**

Public hearings were tentatively scheduled for the following dates:

Tuesday, March 11:

- World War Memorial Stadium Multi-Purpose Field Project
- Cherry Hill Parcel B Soccer Field Improvement
- Newburyport High School Exterior Woodwork Restoration
- Clipper City Rail Trail and Harborwalk Phase II

Tuesday, March 25:

- Down Payment Assistance and MLS for Affordable Resale Opportunities
- YWCA Women's Residence Roof Replacement
- Affordable Housing Trust Fund
- Green Street Tree Restoration Project
- Replacement of Firehouse Center Trees

Thursday, April 10:

- Belleville Congregational Church Restoration Project
- First Religious Society
- Old South Church Trompe L'Oeil Ceiling Restoration
- Atkinson Common Historic Landscape Preservation Phase II

Tuesday, April 22:

- Open Space Reserve Fund
- Inn Street Fountain Restoration & Interpretive Signage
- Range Lights Community Sculpture Garden
- Firehouse Center for the Arts Historic Wood Framed Window Replacement

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**9. Discussion**

The members discussed questions from Bob Uhlig submitted by email. He asked if it had been previously decided that all affordable housing applications must be submitted to the Committee through the Newburyport Affordable Housing Trust. The YWCA submitted its application for the Women's Residence Roof Replacement on its own. It might be desirable for the applications be submitted through the Trust, because the Trust has the expertise to evaluate the proposals and has the ability to make a decision quickly without having to wait for City Council approval, but it has not been not required. The item will be added to the agenda for discussion at the next meeting of the Affordable Housing Trust. Bob Uhlig also requested that for the Inn Street Mall Fountain, the information on the Massachusetts Cultural Resources be re-submitted, as it is illegible, and the contractor's estimate be submitted on letterhead. Andy Port will provide the documents, along with additional information on the project.

**10. Adjournment**

The meeting was adjourned at 8:15 p.m.