

## **Community Preservation Committee**

June 26, 2018

Police Station Conference Room

Minutes

### **1. Call to Order**

Chair Mike Dissette called a regular meeting of the Community Preservation Committee to order at 7:01 p.m.

### **2. Roll Call**

In attendance were Mike Dissette, Don Little, Jane Healey, Paul Healy, Dan Koen, Steve Sawyer, Sarah White and Mark Rosen. Kate Newhall-Smith was also in attendance.

### **3. Minutes**

Sarah White moved to approve the minutes of the May 22, 2018, meeting as submitted. Dan Koen seconded the motion. The motion was unanimously approved.

### **4. Correspondence**

A letter was received from Lisë Reid dated June 25 in which she requested to amend the application for the Fuller Field Track Renovation. She wishes to increase the amount of funding being sought for the project from \$125,000 to \$580,000. The committee members were of the opinion that the request was in essence a new application and not an amendment. Sarah White moved to receive and file the letter. Dan Koen seconded the motion. The motion was unanimously approved.

### **5. Deliberations on FY19 Applications for Community Preservation Funds**

The CPA fund balance is \$561,369 and the estimated FY2019 revenue is \$931,122.93, bringing the total amount of available funds to \$1,492,491.93. After deducting \$397,220 for the FY2019 debt obligations, the estimated total amount of available funds would be \$1,095,271.93.

The committee members deliberated over their recommendations to City Council for Community Preservation Funds. The amount requested in the 15 applications received totaled \$767,231. The difference between the amount of available funds and those awarded would be added to the general reserves.

Mike Dissette asked if the committee members had concerns about the eligibility of any of the applications or the amounts requested. The few questions that were asked were quickly resolved. The role of the Newburyport Affordable Housing Trust in disbursing CPA funds was reviewed. A discussion took place on the acceptance of late applications. While the opinion of some members was the acceptance of the late files was unfair to other applicants or potential applicants, the committee voted at its March 27 meeting to accept the three applications that were received after the filing deadline for this funding cycle. The members discussed the possibility of adopting a policy on late files at a future meeting. Without such a policy, an application might be submitted at any time during the year.

Community Preservation Committee  
June 26, 2018

Paul Healy moved to recommend to City Council that \$200,000 be added to the open space reserves. Mark Rosen seconded the motion. The motion was unanimously approved.

Sarah White moved to recommend to City Council the approval of awards totaling \$617,231 for the remaining 14 applications:

Supporting Development and Preservation of Affordable Housing.....	\$150,000
Kelleher Gardens Community Building Generator .....	\$13,000
YWCA Women’s Residence .....	\$20,000
Slate Roof Replacement .....	\$101,914
High School Exterior Woodwork Restoration.....	\$59,040
Cushing House Laundry Yard and Courtyard .....	\$19,617
Master Plan for Lower Atkinson Common .....	\$25,000
Specimen Trees for Bartlet Mall.....	\$11,760
Gateway Trees, Phase 2b.....	\$35,800
Open Space and Recreation Plan Update .....	\$30,000
Restoration of Swan Fountain at Bartlet Mall .....	\$10,000
Edible Avenue – Rail Trail .....	\$7,600
Little River Nature Trail Kiosks .....	\$8,500
Fuller Field Track Renovation Phase 2 .....	\$125,000

Dan Koen seconded the motion. The motion was unanimously approved.

Sarah White moved to recommend that City Council approve payments of \$153,920 for the City Hall bond, \$95,680 for the open space bond, \$123,080 for the stadium bond and \$12,540 for the Cherry Hill bond. Don Little seconded the motion. The motion was unanimously approved.

Sarah White moved to recommend that City Council approve payments of up to \$12,000 for administrative expenses. Paul Healy seconded the motion. The motion was unanimously approved.

**6. Upcoming Schedule**

The next meeting of the CPC would be scheduled for Tuesday, July 24, 2018 at 7:00 p.m. if necessary.

**7. Adjournment**

The meeting was adjourned at 8:00 p.m.