

Community Preservation Committee
February 26, 2013
Police Station Conference Station
Meeting Minutes

1. Call to Order

A regular meeting of the Community Preservation Committee was called to order by Chairman Mike Dissette at 7:00 p.m.

2. Roll Call

In attendance were members Mike Dissette, Paul Healy, Judith Grohe, Margaret Welch, Mary Lou Gagnon, Bob Uhlig, Jane Healey and Don Little. Kate Newhall-Smith was also in attendance, along with Cynthia Zabriskie, who is expected to replace Dan Bowie as the Planning Board representative.

3. Minutes

Mike Dissette moved to approve the minutes of the January 22, 2013 meeting as submitted. Paul Healy seconded the motion. The motion was unanimously approved.

4. Announcements

A groundbreaking ceremony for the YWCA Market Street Apartments is scheduled for Thursday, February 28 at 10:00 a.m.

A public meeting on the Housing Production Plan, a joint project between the City and the Newburyport Affordable Housing Trust, is scheduled for Thursday, February 28 at 7:00 p.m. in the Program Room at the Newburyport Public Library.

Brian Riley, Esq. of Kopelman & Paige will present an overview of the State open meeting and ethics laws in the City Hall Auditorium on Wednesday, February 27 at 7:00 p.m. The mayor has requested that a representative from every board, preferably the chair, be in attendance.

5. Projected Revenues for FY2014

The FY 2014 local surcharge, State match, uncommitted funds and interest are estimated total \$948,267. The combined City Hall and open space bonds payments would reduce this amount by \$324,015 to \$624,261.

The mandatory 10% for affordable housing projects would be approximately \$90,000. The mandatory expenditures for open space and historic preservation projects would be satisfied by the bond payments.

6. FY2014 Grant Applications

Twenty applications for the FY2014 round of funding were received. The requests totaled \$1,827,530. Mike Dissette noted that the projects might not be properly categorized, as the applicants identified the project type themselves.

Kate Newhall-Smith distributed supplemental information for the Open Space and Recreation Plan Maps and Brochures application.

Paul Healy said he would like the applicants for the restoration of St. Anna's Chapel and the Joppa Park renovation to specify the portion of the projects for which CPA funds are to be used. Judith Grohe pointed out the quotes for the Atkinson Common Historic Landscape Preservation project are more than a year old. Beverly MacBernie will obtain updated estimates.

Paul Healy said the Affordable Housing Trust, not the Planning Department, should act as the applicant for the Brown School Reuse Study. The CPC members had previously decided that the affordable housing projects were to be vetted by the Affordable Housing Trust.

7. Review of Public Procurement Laws

Kate Newhall-Smith reported in her staff notes that she had been asked if a private entity would be required to follow the public procurement laws for a project for which CPA funds had been used. According to the Community Preservation Coalition, the answer is dependent on the type of project. There are three categories of projects: capital improvement, the purchase of real property and contracting for professional services. Different procurement laws apply to each category. In the case of a recreational facility constructed on privately owned lands, an agreement for public use might possibly be a requirement for CPA funding. Such an agreement would result in a public benefit and would function in a similar way to preservation restrictions for historic properties.

8. Upcoming Schedule

The next two regular meetings are scheduled for March 26 and April 23. An additional meeting for the review of the applications will be held on March 12. Kate Newhall-Smith will schedule the applicants.

9. Other Business

The Local Historic District Study Committee has approximately \$8,000 remaining in its account. Kate Newhall-Smith said Sarah White informed her that while the legal bills have been paid, there might be one outstanding invoice. She expects most of the funds remaining in the account be returned.

Margaret Welch said that the preservation restriction for the Ahavas Achim Synagogue is still in draft form and has not yet been reviewed by MHC. The applicant has not yet submitted any receipts for reimbursement. The liaison from the congregation has not been accessible. Jane Healey will contact the rabbi about the status of the project.

Margaret Welch said MHC has reviewed the preservation restriction for the Masonic Temple but the applicant has not responded.

A discussion took place about the status of the funds in the CPA account that had been granted to the Affordable Housing Trust for its down payment assistance program and general use. The funds have been appropriated and may be used without City Council approval, but a report must be made to the CPC on their expenditure. This differs for the funds in the affordable housing reserves, which may not be used without City Council approval. It was decided the funds should be moved into the account of the Affordable Housing Trust.

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Kate Newhall-Smith said she spoke with Andy Port about the damage to the Inn Street light fixtures. He told her the poles that were originally installed were the wrong color and were repainted. The paint has chipped and new poles are to be installed shortly. Bob Uhlig said he had been referring at the January 22 meeting to the fixtures themselves, which are missing along the portion of Inn Street near Market Square.

10. Adjournment

Paul Healy moved to adjourn the meeting at 8:00 p.m. Margaret Welch seconded the motion. The motion was unanimously approved.