

COMMUNITY PRESERVATION COMMITTEE
MINUTES
April 27, 2021

A special meeting of the Community Preservation Committee (CPC) was held on Tuesday, April 27, 2021 at 6:00 pm via remote participation through Zoom. Present were Chair Bart Hoskins, Vice Chair Carole Hamilton, Ed Moriarty, Mickey Northcutt, Joy Livramento-Bryant, Mark Pattison, Bob Callahan, Deborah Greel and John Boris. Also present was Jane Guy of the City of Salem Department of Planning & Community Development.

Mr. Boskins stated that Due to Conflicts of Interest, certain CPC members must abstain from discussion and leave the virtual meeting for the following:

1. Mickey Northcutt is an employee of North Shore CDC and will be leaving the virtual meeting during discussion of the Hawthorne Lofts application.
2. Deborah Greel's husband is part of the team working on the WinnDevelopment project and therefore, due to a potential financial interest in the project, will be leaving the virtual meeting during discussion of the Superior Court, etal application.

Mr. Hoskins stated that Disclosures of Appearance of Conflict of Interest were filed for the following applications for which the members can still vote:

1. Deborah Greel is a member of the board of the North Shore CDC and has filed the required Conflict of Interest Disclosure stating that she can fairly and impartially vote on the matters.

Mr. Hoskins stated that committee members have received and read the applications received and that applicants with new information may use the public comment portion to provide it. He stated that speakers shall be limited to no more than 2 minutes.

Public Comment

Robert Morin, Trustee of Salem Public Library, stated that he was present to answer any questions regarding their application.

Kate Newhall-Smith, Principal Planner with the City of Salem, stated that she was present to support the Courthouse revitalization project and the affordable housing component of that project and to answer any questions about the City's role in the project.

Caroline Watson-Felt, Executive Director of the Womans Friend Society, stated that she was present to answer any questions about their application.

Annie Harris, Executive Director of Essex National Heritage Area, stated that she was present representing the Baker's Island Light Station application and to answer any questions.

Jason Bobowski, landscape architect for the Salem Willows Phase 1 project, stated that he was present to answer any questions on the project.

Matt Curtin, Senior Project Direct of Winn Development, stated he was present to answer any questions.

Tara Mansfield, Director of Salem Public Library, stated that that she was present to answer any questions about the Poseidon Fountain Project.

Mr. Hoskins read a letter received from Mark Tremblay, 7 Laurier Road, dated 4/27/21 in support of funding the Olde Salem Greens golf cart paths project and requesting the application be upgraded to a high priority.

Ms. Guy stated she looked up the information ahead of the meeting. The FY20 administrative budget was \$40,444. Expenses for FY20 totaled \$8,398.90, which included my stipend, required public notice ads with the Salem News, Registry of Deeds filing fees for restrictions and annual dues for Community Preservation Coalition. The remaining \$32,045.10 was transferred back to the Fund Balance at the close of FY20.

Mr. Hoskins stated that how the projects are prioritize is reflected in the meeting minutes as well as information in the Community Preservation Plan.

Mr. Hoskins closed the public comment portion of the meeting noting that there will be no further public comment permitted during the meeting, unless someone is called upon to answer a question from one of the committee members.

Vote to Recommend FY22 Budget

Ms. Guy requested a vote to recommend the FY22 budget to the City Council. As in prior years, the draft budget is for 10% in each of the three categories, 5% in administration and the balance in the budgeted reserve. The FY22 estimate for the State match is 32.3%. This year's budget revenue also includes Year 3 of 10 of the Footprint Community Benefits Agreement Contribution of \$75,000. This year does not include the Bertram Field Bond payment of \$100,000, as we had previously held back \$100,000 for this purpose. It will be in in the FY23 budget.

FY22 ESTIMATED ANNUAL FUND REVENUES

Estimated CPA Surcharge	\$715,000
State Match	\$230,945
SUBTOTAL	\$945,945
Footprint Community Benefits Agreement Contribution (Year 3 of 10)	\$75,000
TOTAL	\$1,020,945

FY22 PROPOSED BUDGET

Administrative Expenses (5%)	\$ 47,297
Housing Projects Reserve (10%)	\$ 94,595
Historic Projects Reserve (10%)	\$ 94,595
Open Space & Recreation Projects Reserve (10%)	\$ 94,595
Bertram Field Bond	\$ 0
FY20 Budgeted Reserve	\$689,863
TOTAL	\$1,020,945

MOTION: Mr. Northcutt made a motion to submit the budget to the City Council as proposed. Mr. Moriarty seconded the motion.

Mr. Callahan proposed an amendment to raise the 10% to 33 1/3% to each category to divide awards equally.

Mr. Northcutt noted that in the proposed budget, the CPC has the ability to spend the remaining \$689,863 based on how each project funding decision will impact how much of the budget is contributing to each of the three categories.

Mr. Callahan stated that it may be a fair way, rather than getting into extended discussions on the amount of each award recommendation, to have the applications for each category be discussed together with \$324,000 in mind.

Mr. Moriarty stated that he is not willing to remove his second and stated that he disagreed with Mr. Callahan. He stated there is nothing in the statute, in our ordinance or in best practices that suggests that eligibility be based on a pro rata share automatically each year. He stated that the CPC evaluates every project deemed eligible. He noted that last year, the vast majority was spent on public housing due to the COVID crisis that had a concomitant housing crunch that was harmful to people economically, socially and health-wise. He stated it is not appropriate to treat all equally by one-third and felt it was a mathematical avoidance of the tough issues. Neither the statute nor the ordinance states that all projects have an equal value in terms of its category. He stated that it is conceivable that a category might be excluded in a particular year because of the need of the community, or because a category received substantial funding over a number of years to a pro rate share greater than another. He stated that he felt it folly to go amend it to one third per each category.

Mr. Callahan stated that being new to the committee he is not completely familiar with the regulations, that he is a taxpayer and that he was trying to think out of the box and throw it out there.

Mr. Hoskins stated that there are a number ways to look at proposed allocations of funds, noting that one previous board member would come in with and offer his full slate of funding recommendations as a launching point for discussions. Mr. Hoskins noted that he has looked at ways to fund or partially fund all the high and the medium ranked projects and that there are a couple ways to do it if a few of these projects can afford to get something useful done will less than they asked for.

Ms. Guy noted that the budget goes to the Council at the same time as the funding recommendations, therefore it is consequently administrative. The 10% is reflective of the minimum that needs to be awarded in each of the categories, but CPC members can fund or vote on awards recommendations however they choose. She stated that there may be a year where there are a lot of high ranked applications in one category and that the CPC could potentially eliminate a project that is higher ranked by trying to do equal amounts in each category. With the budget as proposed, as long as the 10% is met, the CPC can develop its award recommendations based on its project rank order.

Mr. Callahan withdrew his amendment.

VOTE: The motion was voted on, all were in favor and the motion so carried.

Ms. Guy stated that with the approval of the FY22 budget, there is currently \$973,795.98 available in funds.

Development of Funding Applications

- **North Shore Community Development Coalition – Hawthorne Lofts, 13-17 Hawthorne Blvd. (creation of mixed income housing & community space)**

Mr. Northcutt left the virtual meeting during this application review.

MOTION/VOTE: Ms. Hamilton made a motion to recommend the project for an award of \$250,000 under Community Housing: Creation with \$147.98 from the Fund Balance, \$94,595 from the FY22 Housing Reserve and \$155,257.02 from the FY22 Budgeted Reserve. The award is conditional that an Affordable Housing Restriction be executed with the City of Salem. Ms. Greel seconded the motion. Mr. Hoskins, Ms. Hamilton, Ms. Greel, Mr. Moriarty, Mr. Callahan, Ms. Livramento-Bryant, Mr. Pattison and Mr. Boris voted in favor. Mr. Northcutt abstained from voting. The motion so carried.

Mr. Northcutt returned to the virtual meeting.

- **City of Salem Park & Recreation – Salem Willows Phase 1 Improvements, 200 Fort Ave. (stabilization and revegetation of the hill area)**

MOTION: Mr. Callahan made a motion to recommend the project for an award of \$150,000 under Recreational Land: Rehabilitation/Restoration with \$94,595 from the FY22 Open Space/Recreation Reserve and \$55,405 from the FY22 Budgeted Reserve. Ms. Hamilton seconded the motion.

Mr. Moriarty stated that there has been concern from abutters regarding vegetation of the hill and how it will be addressed with new plantings, as well as erosion prevention. He asked Mr. Bobowski if the City has engaged in discussion with the abutters and come to a reasonable agreement as to vegetation, trees, plantings and method of erosion prevention.

Mr. Bobowski replied in the affirmative, noting that there is a singular abutter with an issue regarding the number of trees to be planted on hill. He stated that they have worked with the abutter and created diagrams showing the number of trees, not exceeding what had been present from previous historic photographs within a certain area. He stated that there is a soils expert as part of the team and the hill will be restored and re-vegetated with a native coastal palette. There will be erosion control throughout construction and it will be stabilized as part of the project.

Mr. Moriarty asked about the type of trees, locations, height and expected growth.

Mr. Bobowski stated that they have addressed any questions received and there have been no specific questions as to height of specific species and their locations. The locations of the trees are within the hill area and extend past the hill area. They are all native trees. He stated did not see any specific requests to walk through the species and mature heights.

Mr. Moriarty asked if any of the trees are willow trees.

Mr. Bobowski stated that none are proposed for the hill project, but they planted a number of Willows in the zone on the opposite side of Restaurant Row last year.

VOTE: The motion was voted on. Mr. Hoskins, Ms. Hamilton, Mr. Northcutt, Ms. Greel, Mr. Moriarty, Mr. Callahan, Ms. Livramento-Bryant, and Mr. Boris voted in favor. Voting in opposition was Mr. Pattison. The motion so carried.

Mr. Hoskins noted that if the CPC wants to fund more projects, it has the ability to give an amount less than requested, and to ask the representatives present how sensitive the amounts requested are to change. He noted some projects are make it or break it, while others may need support from the community, with an unspecified amount required to proceed. He stated that he thinks there could be combinations to fund or partially fund all the highs and the medium, if we chose to do that as we go along.

- **WinnDevelopment Co., LP – Superior Court and County Commissioners Building/Crescent Lot – 32-34 Federal St. and 252 Bridge St. (creation of mixed income housing & commercial space)**

Ms. Greel left the virtual meeting during this application review.

MOTION/VOTE: Mr. Northcutt made a motion to recommend the project for an award of \$200,000 under Housing: Creation with \$200,000 from the FY22 Budgeted Reserve. The award is conditional that an Affordable Housing Restriction be executed with the City of Salem. Mr. Moriarty seconded the motion. Mr. Hoskins, Ms. Hamilton, Mr. Northcutt, Mr. Moriarty, Mr. Callahan, Ms. Livramento-Bryant, Mr. Pattison and Mr. Boris voted in favor. Ms. Greel abstained from voting. The motion so carried.

Ms. Greel returned to the virtual meeting.

- **City of Salem Park & Recreation – New Pioneer Village 2026, Camp Naumkeag, 85 Memorial Dr. (relocation of Pioneer Village to the Camp Naumkeag site, construction of Living History Museum)**

MOTION: Mr. Moriarty made a motion to recommend the project for an award of \$1000,000 under Recreational Land: Rehabilitation/Restoration with \$100,000 from the FY22 Budgeted Reserve. Mr. Callahan seconded the motion.

Mr. Callahan stated that he realized the CPC is spending money very quickly, but felt that this is an extremely important project for park and recreation and historically for the city. He stated that this will put Pioneer Village in a better location.

VOTE: Mr. Hoskins, Ms. Hamilton, Ms. Greel, Mr. Moriarty, Mr. Northcutt, Mr. Callahan, Ms. Livramento-Bryant, Mr. Pattison and Mr. Boris voted in favor. The motion so carried.

- **The Woman’s Friend Society – Window Restoration at Emmerton House, 12 Hawthorne Blvd. (restore 93 original windows and 97 storm windows)**
- **Essex National Heritage Commission – Slate Roof Restoration on the Oil House, Bakers Island Light Station, Bakers Island (restoration of slate roof of 1893 Oil House)**
- **Salem Public Library – Restoration of the Poseidon Fountain, 370 Essex Street (restore & preserve historic cast iron fountain)**
- **Salem Athenaeum – Preserving and Rehabilitating of the Salem Athenaeum for Universal Access, 337 Essex Street (install interior & exterior lifts and central HVAC, improve spaces)**

Mr. Hoskins stated that he would like to make a useful contribution to as many projects as possible, but it understood that it inevitably means that some projects get partially funded. He encouraged members to explore if it is appropriate and possible for some projects or if it would kill the project, and to propose alternative amounts.

Ms. Greel stated that she would like to consider spreading it out a little more.

Mr. Pattison stated that if we fund the rest in full, money will run out pretty quick.

Mr. Northcutt stated Olde Salem Greens, ranked medium, is a large request with four high ranked projects before it. He wondered if it would be better for it to come back next round, rather than give a small, token amount.

Ms. Greel agreed, noting that she wants to make a case for the Poseidon Fountain, because it is a piece of art she does not want to see destroyed and we don't know what kind of opportunities these organizations have to continue to fundraise. She preferred to give something to all the high ranked.

Mr. Pattison was in agreement.

Mr. Callahan stated that he feels Bakers Island and the Salem Library are small amounts. He noted that Salem Library raised a significant amount on their own. He stated that he would like to fund both totally if possible.

Ms. Greel noted that the CPA has been used to invest in fence around common heavily because it is important to everyone. She noted that a piece of sculpture is not getting any better and hopefully cost won't go up.

Mr. Moriarty stated that it is both helpful and confusing to talk about projects in groups. He stated that he felt if a project rated highly, it is clearly the will of the committee to fund the project. He stated that if it wasn't ranked high, it doesn't follow as a matter of logic or law that there is any impetuous on the committee to fund something that is medium or low, however meritorious. He stated that all projects incredibly meritorious, and the CPC makes some tough decisions, not always unanimous, as to ranking of high, medium or low. He stated that the determinations have been made and he finds it difficult to reserve any funds when the entire committee has indicated its choices for high. He preferred not to save any funding for something not rated highly. He noted that Park & Recreation has received a substantial amount of funds earlier this year and are continuing to receive substantial funds in this round.

Mr. Pattison was in agreement.

Mr. Pattison suggested funding the Poseidon Fountain in full, because they have come back with a reduced request and have scrambled for donations on their own, the Baker's Island project in full, \$80,000 for the Salem Athenaeum, and the remainder for Woman's Friend. Mr. Pattison noted that the Woman's Friend had also been assisted with CPA previously.

Mr. Northcutt agreed with the approach and felt it was a good way to spread the funds amongst the high priority applicants.

Mr. Northcutt left the meeting.

MOTION/VOTE: Mr. Pattison made a motion to fund the Poseidon Fountain at \$80,487, the Baker's Island project at \$7,000, and the Salem Athenaeum project at \$80,000, all from the FY22 Fund Balance. The motion is also to fund Woman's Friend for \$106,308.98 with \$94,595 from the FY22 Historic Reserve and \$11713.98 from the FY22 Fund Balance. All project are under Historic Resources: Rehabilitation/Restoration. Approval is conditional that the work on all projects adheres to the Secretary of the Interiors Standards for Treatment of Historic Properties. The award is conditional that a Preservation Restriction be executed with the City of Salem for the Baker's Island project. Ms. Hamilton seconded the motion. Mr. Hoskins, Ms. Hamilton, Ms. Greel, Mr. Callahan, Ms. Livramento-Bryant, Mr. Pattison and Mr. Boris voted in favor. Voting in opposition was Mr. Moriarty. The motion so carried.

- **City of Salem Park & Recreation – Olde Salem Greens Cart Path Project Phase II, Wilson St. (Phase II involves wetlands preservation, improvements to crossings & holes)**
- **5 Broad St LLC – 5 Broad Street Condominiums, 5 Broad St. (preservation of historic cupola)**

MOTION/VOTE: Mr. Callahan made a motion to carry over the remaining projects (Old Salem Greens Cart Path Project Phase II and 5 Broad Street Condominiums). Mr. Boris seconded the motion. All were in favor and the motion so carried.

Next Meeting(s):

The next meeting is scheduled for Tuesday, May 11, 2021 at 6pm, if needed. Ms. Guy stated that there are currently no agenda items.

Other Business

Ms. Guy noted that the next time the CPC meets, she will give an update on the status of all the restrictions. Ms. Guy noted that she typically drafts the preservation, and conservation restrictions, with Assistant City Solicitor review, which are then edited by the regulating State agency. After finalizing, it is approved by the respective board (i.e. Historical Commission, Conservation Commission), the City Council and the Mayor. It is signed by the applicant and the

State agency and filed with the Registry of Deeds. Housing restrictions are usually done by the MA Department of Housing & Community Development.

Mr. Moriarty stated that there may be confusion how the CPC can provide funding to a private agency, all the way to the City Council. He felt it would be good procedures to have copies of all permanent restrictions that are filed with the Registry be provided to the CPC members.

Ms. Guy stated that she maintains copies of all filed restrictions. Ms. Guy will email copies of the completed restrictions to members at her earliest convenience.

Mr. Callahan thanked the committee for support of the Park & Recreation projects. He noted that the members are all volunteers and that sometimes people don't realize the work that goes into being a volunteer.

Mr. Hoskins stated he is always happy with the thought and care that everyone puts into the process. He noted that everyone is really trying to be fair.

There being no further business, Ms. Greel made a motion to adjourn. Mr. Boris seconded the motion; all were in favor, and the motion so carried.

Respectfully submitted,

Jane A. Guy
Administrator