

COMMUNITY PRESERVATION COMMITTEE
MINUTES
July 12, 2016

A meeting of the Community Preservation Committee (CPC) was held on Tuesday, July 12, 2016 at 6:00 pm at 120 Washington Street, Salem, MA. Present were Chair Kevin Cornacchio, John Boris, Joanne McCrea, Edward Moriarty and Tim Shea. Also present was Jane Guy of the City of Salem Department of Planning & Community Development.

Public Comment

There was no public comment.

Budget Update

Ms. Guy provided a spreadsheet showing the current funding availability of \$8,231.52. She also provided a written financial status of the CPA awarded projects and a Munis print-out of available cash as of June 30, 2016, noting that the Choate Statue and Council Chamber Artwork were completed under-budget and that \$15,445 will be returned to the Fund Balance. She noted that by Fall, there will be an estimate of \$217,000 available for projects due to additional surcharge revenues received, the State match funds and unused administration costs.

Ms. Guy noted that when the City submits a project, we are not cost estimators and are using our best estimates based on information on hand or provided by consultants.

Salem Common Fence – Discussion and Vote on Request for Additional Funding

The CPC was provided with a copy of a letter from Erin Schaeffer, Staff Planner with the Department of Planning & Community Development, requesting an additional \$8,000 for the Salem Common Fence project. Ms. Schaeffer was present.

Ms. Guy stated that \$152,000 was available for construction and the only bid came in at \$157,000. The city is looking for \$5,000 plus \$3,000 in contingency funds.

Ms. Schaeffer stated we have received a bid and would like to move budget forward, because we are holding onto \$152,000 in resources from CIP and CPA from previous years. She stated that by having the additional \$8,000, we will be able to use the contractor who bid on the project and who has done previous phases of the project, noting that there are only a handful of contractors that do this specialized kind of work. Without the additional funding, the project will have to be re-bid, which will result in putting off construction until next spring.

Mr. Cornacchio added that the City Council will be adjourning for the summer, so it will need to go before them at their July 21st meeting.

Mr. Shea stated that the key point is the issue with rebidding. He stated that it is a big concern and it could have big impact in future if we do not support this request. He stated that he was in favor and felt the CPC can either give the funds now or the City will have to come back later for more.

Ms. McCrea was in agreement.

Mr. Boris made a motion to recommend funding of an additional \$8000 from the FY17 Budgeted Reserve. Ms. McCrea seconded the motion. All in favor. The motion so carried.

Timeline for FY17 Process

Ms. Guy provided a draft timeline for the FY17 funding round (FY17 carry over funds and FY18 funds) and the public participation outline. She stated that if the CPC is fine with the schedule, then a September meeting might not be necessary.

The CPC members were in agreement with the timeline.

Approval of Minutes

Mr. Shea made a motion to approve the minutes of 4/28/16. Ms. McCrea seconded the motion; all were in favor and the motion so carried.

Mr. Shea made a motion to approve the minutes of 6/14/16. Mr. Boris seconded the motion; all were in favor and the motion so carried.

Next Meeting Date

Ms. Guy stated that the next regular meeting date is Tuesday, October 11, 2016, which will be the public hearing. There are no meetings in August or September unless a need arises.

Other Business

There was no other business.

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

Respectfully submitted,

Jane A. Guy
Administrator