

DRAFT
COMMUNITY PRESERVATION COMMITTEE
MINUTES
May 7, 2024

A regular meeting of the Community Preservation Committee (CPC) was held on Tuesday, May 7, 2024 at 6:00 pm via remote participation through Zoom. Present were Bart Hoskins (Chair), Carole Hamilton (Vice Chair), John Boris, Bob Callahan, Deborah Greel, Kate Martin, Joy Livramento-Bryant, Rebecca English and Jeremy Mele. Also present was Patti Kelleher of the City of Salem Department of Planning & Community Development.

Public comment

Julie Barry, Senior Planner for Arts & Culture for the City of Salem, was present on the call and expressed her availability to answer questions relating to the Old Town Hall project.

Reverend Nathan Ives was present on the call and expressed his availability to answer questions relating to the bell tower restoration project at St. Peter's Church.

Catherine Pomplun and Christina Pokwatka from Historic New England were present on the call and expressed their availability to answer any questions regarding the Phillips House Carriage Barn project

Dale Yale was present on the call and expressed her availability to answer questions relating to the accessibility and restoration project at the Bridge at 211. Mark Stevens is also present.

Gary Dean, Salem Housing Authority, was present on the call expressed his availability to answer any questions regarding the 5 Barton Square project.

Diana Dunlap, St. Nicholas Orthodox Church was present on the call and expressed her availability to answer any questions regarding the St. Nicholas Church cupola project.

Linda Finn, Woman's Friend Society was present on the call and expressed her availability to answer any questions regarding the brick repointing project at Emmerton House.

Approval of Meeting Minutes

Mr. Mele made a motion to approve the March 12, 2024 and April 9, 2024 meeting minutes. Ms. English seconded the motion. All were in favor and the motion so carried.

Approval of FY25 Budget

Ms. Kelleher presented the draft FY25 Budget for approval.

MOTION: Mr. Callahan made a motion to approve the FY25 Budget as proposed. Ms. Greel seconded the motion. All were in favor and the motion so carried.

Ms. Kelleher explained the full funding available for the FY24 funding round when surplus funds are added to the budget. She noted that the actual state match was lower than anticipated with a deficit of

\$60,262. She asked if the Committee would like to hold those funds from this year's funding allocation or hold the deficit to be taken from next year's funding allocation for awards.

The Committee discussed whether to reduce this year's funding allocation or hold for removal of next year's funding.

MOTION – Ms. Hamilton made a motion to remove \$60,262 from this year's funding allocation. Ms. Livramento-Bryant seconded the motion. All were in favor and the motion so carried.

Review and Vote on Application Funding

Salem Willows Phase II – City of Salem

MOTION: Mr. Callahan made a motion to recommend fully funding the request of \$200,000. Mr. Boris seconded the motion. VOTE: All were in favor and the motion so carried 9-0.

Old Town Hall Exterior Restoration – City of Salem

Ms. Greel abstained from the discussion due to a conflict of interest

Mr. Mele asked for clarification on whether this funding request was based on the need to show community support and if so, could CPC allocate a reduced amount of \$235,000 since other funds may be available for this project.

Mr. Callahan noted that City of Salem projects should be a priority to fund since the CPA monies are from the City of Salem residents. Ms. Hamilton noted that application shows that \$250,000 request was gap money and not seed money.

Julie Barry, the City of Salem's Senior Planner of Arts and Culture responded that the funding request is based on specific funding needs.

Mr. Hoskins asked if the project will be able to move forward if grant applications are not successful. Ms. Barry replied in the affirmative.

MOTION: Ms. Hamilton made a motion to recommend fully funding the request of \$250,000. Ms. Martin seconded the motion. VOTE: All were in favor and the motion so carried 8-0 (Ms. Greel abstained).

Ms. Greel returned to the meeting.

Elevator Replacement at 5 Barton Square/140 Washington Street – Salem Housing Authority

Mr. Boris abstained from the discussion as a Salem Housing Authority member.

MOTION: Ms. Greel made a motion to recommend fully funding the request of \$160,000. Mr. Mele seconded the motion. VOTE: All were in favor and the motion so carried (8-0) (Mr. Boris abstained).

Mr. Boris returned to the meeting.

MOTION: Ms. Greel made a motion to recommend fully funding the remaining City of Salem projects. Mr. Mele seconded the motion. VOTE: All were in favor and the motion so carried 9-0.

Bentley School Shade Structure in the amount of \$59,000.00

Curtis Park Renovation in the amount of \$20,000.00

Fort Lee Preservation and Management Plan in the amount of \$36,000.00

Broad Street Cemetery Table Tomb Restoration in the amount of \$20,000.00

Emmerton House Repointing - Woman's Friend Society

MOTION: Ms. Hamilton made a motion to recommend fully funding the request for \$250,000. Mr. Callahan seconded the motion. VOTE: All were in favor and the motion so carried 9-0.

Bridge at 211 Accessibility and Renovation Project

MOTION: Ms. Hamilton made a motion to recommend fully funding the request of \$65,000. Ms. Livramento-Bryant seconded the motion. VOTE: All were in favor and the motion so carried 9-0.

St. Peter's Church Bell Tower Restoration

Ms. Greel abstained from discussion and left the virtual meeting room.

The Committee asked for more information on the project scope and amount of other funding available.

Reverend Nathan Ives provided more information on the scope of work and the requirements of the grant from the Sacred Places, noting that the tower restoration is only a portion of the overall project.

Mr. Callahan asked about project schedule. Reverend Ives noted that the Sacred Spaces grant typically requires all funding to be in place before project commences but the bell tower has significant leaks and they are requesting that they be allowed to move forward faster to restore the tower and eliminate the leaks.

MOTION: Ms. Hamilton made a motion to recommend fully funding the request of \$225,000. Ms. Martin seconded the motion. VOTE: All were in favor and the motion so carried 8-0 (Ms. Greel abstained).

Ms. Greel returned to the meeting.

Phillips House Carriage Barn Exterior Barn Restoration and St. Nicholas Cupola Restoration.

The Committee reviewed the medium-ranked applications – the Phillips House Carriage Barn Exterior Barn Restoration and St. Nicholas Cupola Restoration.

Mr. Mele noted that these applications were tied in the rankings. Ms. Hamilton noted that St. Nicholas's application stated that they had already allocated the funds.

Ms. Dunlap from St. Nicholas Church discussed the parish's needs relating to the building restoration project.

Ms. Pokwatka from Historic New England responded to the Committee's question regarding Historic New England's ability to complete their project with a reduced award should the Committee divide the remaining funds between the two medium ranked projects.

Mr. Mele asked if the Committee should reduce the awards to \$23,000 each to reserve additional funds should the CPA funds be reduced further in FY25. Ms. Martin and Ms. Greel both responded that larger funding awards would help to ensure that the projects are able to move forward.

MOTION: Ms. Greel made a recommend to split the remaining funds to the Phillips House Carriage Barn Exterior Restoration Project and the St. Nicholas Cupolas Restoration Project. Ms. English seconded the motion. VOTE: All were in favor and the motion so carried 9-0.

Ms. Kelleher noted that \$24,994.13 would be allocated to each project. Ms. Greel recommended that the awards be increased to \$25,000. Mr. Callahan recommended that \$11.73 be taken from administrative funds to cover this difference.

MOTION: Mr. Mele made a recommendation that \$11.73 be used from administrative funds. Ms. Greel seconded the motion. All were in favor and the motion so carried 9-0.

Other Business

Ms. Kelleher reported that she is working with the Mayor's Office and the Planning Department intern on public outreach and a story map recognizing 10th anniversary of CPA awards. Ms. Livramento-Bryant asked about hosting a celebration event.

Next Meetings

Ms. Kelleher noted that meetings in June, July and August will be cancelled if there is no business to discuss.

There being no further business, Ms. Greel made a motion to adjourn at 7:30pm. Ms. Mele seconded the motion; all were in favor, and the motion so carried.

Respectfully submitted,

Patti Kelleher
CPA Administrator