

DRAFT
COMMUNITY PRESERVATION COMMITTEE
MINUTES
April 9, 2024

A regular meeting of the Community Preservation Committee (CPC) was held on Tuesday, April 9, 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.

Chair Hoskins proposed that the committee review applications in order of funding request from lowest request to highest. He noted that the committee is not required to approve the full funding request and can vote to approve a reduced amount.

Public comment

Leanne Smith, Principal of Early Childhood Center, was present on the call and expressed her availability to answer questions relating to shade structure for the Bentley School playground.

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.

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.

Ms. Kelleher noted that Mayor Dominick Pangallo had submitted a letter to the Committee outlining the City's priorities relating to CPA funding for municipal projects.

Approval of Meeting Minutes

Ms. Hamilton made a motion to continue the March 12, 2024 meeting minutes to the next meeting. Mr. Callahan seconded the motion. All were in favor and the motion so carried.

Review and Vote on Applications Received

Fort Lee Preservation and Management Plan – City of Salem

Ms. Martin noted that the budget appeared to be incorrect on the application – the grant from MHC was for \$26,000 and if the full project was expected to cost \$62,000 then the CPA request should be \$36,000 and not \$31,000 as written on the application.

MOTION: Ms. Greel made a motion to rank the project High. Ms. Hamilton seconded the motion. VOTE: 8 were in favor and 1 (Mele) was opposed and the motion so carried 8-1.

Old Town Hall Exterior Restoration – City of Salem

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

Mr. Mele asked if the funding request was based on the need to show community support and if so, could a lower award be sufficient.

Julie Barry, the City of Salem’s Senior Planner of Arts and Culture was present on the call and responded that the funding request was based on specific funding needs and was not intended only to show community support.

MOTION: Mr. Mele made a motion to rank the project High. Mr. Callahan seconded the motion.

VOTE: All were in favor and the motion so carried 8-0.

Ms. Greel returned to the meeting.

Salem Willows Phase II – City of Salem

MOTION: Mr. Callahan made a motion to rank the project High. Ms. Hamilton seconded the motion.

VOTE: All were in favor and the motion so carried 9-0.

Curtis Park Renovation – City of Salem

MOTION: Mr. Callahan made a motion to rank the project high. Ms. Greel seconded the motion.

All were in favor and the motion so carried 9-0.

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

Mr. Boris recused himself as a Salem Housing Authority member and left the virtual meeting.

MOTION: Ms. Hamilton made a motion to rank the project High. Ms. Greel seconded the motion.

VOTE: All were in favor and the motion so carried (8-0).

Mr. Boris returned to the meeting.

Bentley School Shade Structure – City of Salem

Mr. Mele recommended that application be ranked High. He stated that playground is used by both school and neighborhood but asked for more information on what type of structure will be constructed.

Leanne Smith, ECC, stated that it will be an open pavilion with roof for sun and weather protection. The ECC does not have a design of structure yet, but she offered to provide examples of similar structures before the next CPC meeting.

Mr. Callahan noted that the ECC will be working with the Park and Recreation Department on this

project and that the design and cost will be based on a similar structure built at Saltonstall School.

**MOTION: Mr. Mele made a motion to rank the project High. Mr. Callahan seconded the motion.
VOTE: All were in favor and the motion so carried 9-0.**

Broad Street Cemetery Table Tomb Restoration – City of Salem

Ms. Martin asked who provided the project estimate. Ms. Kelleher responded that Monument Conservation Collaborative LLC, who previously worked at Charter Street Cemetery, provided the estimated cost for the work.

**MOTION: Ms. English made a motion to rank the project High. Ms. Martin seconded the motion.
VOTE: All were in favor and the motion so carried (9-0).**

Phillips House Carriage Barn Exterior Barn Restoration – Historic New England

**MOTION: Ms. Greel made a motion to rank the project Medium. Ms. English seconded the motion.
VOTE: All were in favor and the motion so carried 9-0.**

St. Nicholas Cupola Restoration

Ms. Greel recommended CPC look at the report, which stated that the steeple is not currently in danger of failing. She also questioned whether CPA funds were necessary to complete the project as the application states the church has already allocated full funding for the project. Ms. Kelleher stated that she would reach out to applicant for further clarification on the project for the next meeting.

**MOTION: Ms. Greel made a motion to rank the project Medium. Ms. English 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.

MOTION: Ms. Hamilton made a motion to rank the project High. Mr. Callahan seconded the motion. VOTE: All were in favor and the motion so carried 9-0.

Ms. Greel returned to the meeting.

Woman's Friend Society

Mr. Mele asked for more clarification on how residents were selected and whether it was an inclusive process. Linda Finn from the Woman's Friend Society was present on the call and responded to the question by stating that all are welcome to apply and the only qualification is that the resident is able to pay a portion of the rent and will be in residence for a specified time.

MOTION: Mr. Callahan made a motion to rank the project High. Ms. Hamilton 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 rank the project High. Ms. Greel seconded the motion. VOTE: All were in favor and the motion so carried 9-0.

Request to extend term of CPA award for Old Town Hall

The City requested an extension of the grant term for the FY23 award for Old Town Hall. The City's Senior Planner of Arts & Culture Julie Barry was present at the meeting and reported that the City expects to begin work starting in November 2024, which will extend through 2025.

MOTION: Mr. Callahan made a motion to extend the award term for an additional two years. Ms. Hamilton seconded the motion. VOTE: All were in favor and the motion so carried 8-0 (Ms. Greel abstained).

Other Business

Ms. Kelleher reported that she is working with the Planning Department intern on developing a story map of CPA funded projects in the City over the past 10 years. She hopes to be able to provide a draft of the map at the next meeting.

Next Meetings

The Committee considered availability for a second meeting to review funding allocations. All agreed to meet on May 7th with the regular meeting on May 14th to be held if needed. Ms. Kelleher stated that she will circulate a ranking sheet for applications and the proposed budget for review and approval at the next meeting.

There being no further business, Ms. Greel made a motion to adjourn at 7:18pm. Mr. Mele seconded the motion; all were in favor, and the motion so carried.

Respectfully submitted,

Patti Kelleher
CPA Administrator