

**City of Salem Massachusetts
Public Meeting Minutes - DRAFT**

Board or Committee: Redevelopment Authority, Regular Meeting
Date and Time: Wednesday, August 8, 2018 at 6:00 pm
Meeting Location: 93 Washington Street, First Floor Conference Room
SRA Members Present: Chair Grace Napolitano, Gary Barrett, Russ Vickers
SRA Members Absent: David Guarino, Dean Rubin
Others Present: Tom Daniel – Director of Planning and Community Development, Matt Coogan
Recorder: Colleen Brewster

Chair Napolitano calls the meeting to order. Roll call was taken.

Projects Under Review

Executive Directors Report:

Daniel stated that;

1. Higginson Square - Alleyway lighting: The lighting will be installed this time next month. Mr. Coogan will review East India Square for next year.
2. Witch City Mall: Mr. Coogan stated that the owners were given a deadline of this month to provide a plan of action for the signage they installed without approval. He has not heard from them and will contact them this week. The next step will be violation notice given by the Building Department.
3. Mr. Daniel suggested that the SRA request feedback from the DRB on completed projects. The DRB could evaluate projects like the new work done at the Salem Jail, and determine; what worked well, what didn't, material changes, changed in configuration, and the lessons learned in the process. The DRB could provide a critique by the October DRB meeting. It can be evaluated as a group or individually and they can let the SRA know their process and the outcome.

Urban Renewal Area Projects Under Review

1. **203-209 Essex Street (Hotel Salem):** Project update on remaining façade restoration and related SRA approvals

Mr. Coogan stated that no representative from Hotel Salem were available for the meeting. The façade work will begin on Monday, August 13th and will be completed by September 14th

2. **37 Central Street (Century Bank):** Discussion and vote on Small Project Review for new ATM.

Keith Pauletti, Century Bank Regional Manager, was present to discuss the project.

Mr. Pauletti stated that they want to relocate the interior ATM to the right side of the existing drive-thru. The relocation will be easier for customers and will allow them to avoid loitering in the lobby.

The wall will be sheet rocked and painted. Coogan added that their builder, Todd Gainey, worked with him on the submission. The DRB reviewed and approved the application and recommended it for approval by the SRA.

Chair Napolitano opens public comment.

No one in the assembly wished to speak.

Chair Napolitano closes public comment.

Vickers: Motion to approve the ATM relocation as recommend by the DRB.
Seconded by: Barrett. Passes: 3-0

3. Lappin Park (Gulu Gulu Café): Discussion and vote on request to hold a one-day event in Lappin Park.

Erin Oliver, General Manager of Gulu Gulu, was present to discuss the project.

Ms. Oliver stated that they would like to have an Oktoberfest style event and to use half of Lappin Park. They will partner with 3 Kitchens Caterers for this event. Food, snacks and Global Beer will be provided. The event will take place on September 22, 2018.

Chair Napolitano asked if the site would be roped off. Ms. Oliver replied roped off since alcohol will be served although she is unsure of the park's capacity. The entrance will be one-way in and out and will be in front of the restaurants entrance where customers can be supervised. Mr. Coogan added that the applicant needs to go to the Licensing Board for approval who will work out the details of the proposal. The SRA owns Lappin Park which is why they need approval for a 1-day liquor license event. The area will be confined to the rear corner, access to and through the park will be maintained, there will be checked flag signage, a simple barricade system, tents for serving food and beer, some tables and chairs, and a plan indicating trash and dumpster locations. The SRA will need to work with the legal department the mechanism agreement and the Board would need to authorize a Board member to authorize that use. The Board may consider including a license fee should be charged and he suggested \$50.

Chair Napolitano asked if the SRA has allowed events at the park in the past. Ms. Oliver replied that the Flying Saucer hosted a food truck event and Far from the Tree used it to serve alcohol. Chair Napolitano asked if there is there a standard license agreement in place for its use. Mr. Daniel replied that the Derby Square use agreement should be used.

Chair Napolitano opens public comment.

No one in the assembly wished to speak.

Chair Napolitano closes public comment.

Vickers: Motion to approve the use of Lappin Park with a fee of \$50, subject to the SRA Chair signing the agreement after legal council approval.
Seconded by: Barrett. Passes: 3-0.

4. 245 Derby Street (South Harbor Garage): Discussion and vote on request for a public art installation on the South Harbor Garage

Mickey Northcut of North Shore CDC was present to discuss the project.

Mr. Northcut stated that they are looking for opportunities to incorporate art on various walls along the opposite side of the river and this location is along the South façade of the garage. This application will also go before the Public Art Commission on August 27th. 45 artists will be in town from September 12th – 23rd, 25 are from North Shore, and the remaining 20 are from all over the world. They spoke to some of the owners with businesses that face the river who are open allowing it and he reached out to the Mayor who connected them to the SRA. They want to identify walls that align with what various artists can work with, windows, brick walls, etc. Those selected will be family friendly artists that will create bright and colorful art along the public way. Some existing murals will be painted over and new murals, such as the ones proposed at the South Harbor Garage can be individual images or one long one across the garage.

Mr. Northcut asked if the New Angle Glass electric pole sign was still necessary since the company is no longer at this location and the sign is in front of one of the sections of the garage façade. Mr. Coogan to determine the need for the sign to remain.

Chair Napolitano asked if they have determined locations for each artist. Mr. Northcut replied no, certain artists only work with certain façade materials, on façade with windows, etc. Mr. Daniel asked if one artist would use all three sections of the garage façade. Mr. Northcut replied that the pieces would need to work well with one another and the artists will need to confirm the locations. He noted that the Northshore CDC will cover the funding of the work and a block party planned for the 27th.

Chair Napolitano opens public comment.

No one in the assembly wished to speak.

Chair Napolitano closes public comment.

Vickers: Motion to approve the public art display on the South façade of the garage with a use to be determined by the public art commission and the CDC.

Seconded by: Barrett. Passes: 3-0.

New / Old Business

1. 32-50 Federal Street (Superior Court and County Commissioners Building): General update

Mr. Daniel stated that the legislation was approved and signed by Governor Baker. Atty. Tinti, Chair Napolitano, Mayor Driscoll, Jessica Herbert (Chair of the Historic Commission), Patti Kelleher, Rep. Tucker and Senator Lovely were all present at the meeting. This legislation frees them from the constraint of spaces being carved out to the Registry of Deeds. They will still need to try to accommodate a condominium for use by the Registry but if it's not feasible that is okay. Atty. Tinti drafted the legislation, DCAM is still involved, and the SRA will continue to work with the Secretary of the Commonwealth on the project.

2. 5 Broad street (Council on Aging): Update on disposition process

Mr. Coogan stated that the RFP has been issued and is available on City's procurement webpage, salem.com/bids. The deadline for submissions is Oct 5, 2018, and a site visit for interested parties will be held on Wednesday, Aug 29, 2018 at 11AM. The SRA will be updated on how many submitted at the October meeting. Mr. Daniel noted that the SRA was asked by the City to manage

the process, the SRA will review the proposal and make a recommendation to the City Council, but the Council will make the final decision.

3. Follow up on December 2017 ULI SAP: Discussion of next steps for planning

Mr. Daniel stated that the disposition will be a 2-step process; a visioning for the work downtown this fall and an RFQ to be issued afterward. The Tabernacle Church and Bridge at 211 will be connected through the RFP process for the court buildings since both property owners are open to other possible uses through adaptive reuse, but the SRA's focus will remain on the court buildings. The City owns the crescent shaped lot across from the court buildings and they have worked with the MBTA for over a year to combine a remnant parcel owned by the MBTA with the City owned lot since the MBTA has no operational need for the remnant parcel. They need the CFO to sign off on conducting an appraisal since there is a cost to the transfer of land. The crescent lot is a City asset but not an SRA asset. They'd like to engage the City Council on all these topics.

The visioning work will also include the Council and update them on the linkages between the 6 various sites. Tabernacle Church, Bridge at 211, the crescent parcel, the Church Street lot, and the Superior Court and County Commissioners buildings. The SRA is also involved in the HDIP program, like at the District Court project, and there have been many people in the B5 and NRC zoning district inquire on other properties. Some of them; such as 5 Board Street, Immaculate Conception School and St. James School are a fit. All three have developments pending and may need to take advantage of the HDIP program. Mr. Coogan is working on an application to the state to expand the six properties to include the entire B5 zone and the NRCC, which is beyond the SRA's jurisdiction. Council approval and a public hearing would be required prior to receiving state approval. This designation would only provide those properties with the opportunity to use this financing tool to get tax credits from the State and the City would also need to agree to an abatement of real estate taxes on the increment for some percentage for a certain number of years, with a minimum amount of 10% for 5 years. He spoke to Councilor Madore who suggested inviting the Council to a joint SRA meeting, to better understand what is going on and the SRA's role in the process. She also suggested that Atty. Tinti present his slideshow to the SRA that shows the history of the SRA from 1960-1970. The Council would also need to be asked to transfer the crescent shaped lot to the SRA to make the redevelopment of the two court buildings more feasible.

Councilor Madore arrived and stated that there may be a renewed interest in what the SRA does and possible collaborations. Any upcoming rezoning or policy decisions that the SRA can be part of prior to taking a vote would be beneficial for all involved and to keep the communication open between them. Mr. Daniel will work with Chair Napolitano to draft a request to the Council for a joint meeting. For the downtown visioning meeting they want Council participation too. He and Mr. Vickers met with Tim Love from Utile, who they'd also like to attend an SRA meeting to discuss the goals and cluster of properties.

Mr. Daniel noted that in the foreseeable future there could be some changes to the Church Street lot which developers have shown interest in. They are looking at the links between the sites with more specific objectives for the Court buildings. Mr. Vickers noted that those goals may be different for each site or grouping of sites but there will also be Board goals. Chair Napolitano asked if there will be a DCAMM staff person involved in the RFP process. Mr. Daniel replied yes and DCAMM's involvement in the project so far has been great.

Mr. Daniel stated that approval from the SRA to extend the funds up to \$15,000 to hire Utile for the Downtown Visioning. Mr. Vickers suggested they put a milestone schedule together for all the items within the SRA's focus with a timeline to keep items organized. The visioning process is integral with the bidding process and the goals to improve the City will provide guidance to the developers who are looking at projects for their economic feasibility.

Vickers: Motion to approve the use of SRA funds for Downtown Visioning
Seconded by: Barrett. Passes: 3-0.

4. 65 Washington Street (District Court): Authorization of Memorandum of Agreement extension with Department of Capital Asset Management and Maintenance (DCAMM)

Mr. Daniel stated that at the July SRA meeting the Chair was authorized to execute the extension of the MOA. Vice-Chair Vickers needs to be authorized to execute the MOA due to Chair Napolitano's conflict of interest.

Barrett: Motion to approve the authorization by the Vice-Chair to execute the MOA with DCAM.
Seconded by: Vickers. Passes 3-0.

Other Items

1. 289 Derby Street Park: Mr. Daniel stated that they are also looking at 285 Derby Street property which is owned by the Clark Family. The vision was to reorient some of the building towards the park for future outdoor seating that will help open up to the park. The process for that to happen would be to allow a 20-foot long strip of land to be subdivided for use by the adjacent tenants. That is before the City Council and if approved, the SRA would have a role in that negotiation with adjacent property owners. Kathy Winn from his department is managing this process.
2. PEM: Mr. Barrett asked for clarification on whether the replacement of the window with a door had been approved by the Historic Commission since there was some confusion during the presentation. Mr. Coogan replied that he believes the plans submitted to the Historic Commission did not include the door in front of Plummer Hall, so the applicant may need to return to the Historic Commission to present their recent plan changes. The revised plans are what was submitted to Mass Historic, who has yet to complete their review, and theirs is the overarching approval needed to move the project forward.

Minutes

The minutes from the regular June 13, 2018 meeting were reviewed.

Vickers: Motion to approve with Daniel's edits.
Seconded by: Barrett. Passes: 3-0.

The minutes from the regular July 11, 2018 meeting were reviewed.

Barrett: Motion to approve with Daniel's edits.
Seconded by: Vickers. Passes: 3-0.

Adjournment

Barrett: Motion to adjourn the meeting.
Seconded by: Vickers. Passes 3-0.

Meeting is adjourned at 7:00PM.