

COMMUNITY PRESERVATION COMMITTEE
MINUTES
October 13, 2020

A Public Hearing and regular meeting of the Community Preservation Committee (CPC) was held on Tuesday, October 13, 2020 at 6:00 pm via remote participation through Zoom. Present were Chair Bart Hoskins, Carole Hamilton, Ed Moriarty, Mark Pattison, Mickey Northcutt, Joy Livramento-Bryant, Bob Callahan and John Boris. Also present was Jane Guy of the City of Salem Department of Planning & Community Development.

Public Hearing and Comment

Mr. Hoskins stated that the purpose of this public hearing is to solicit input regarding the development of this year's Community Preservation Plan (for FY20). The Plan will be used to guide the Community Preservation Committee's decision-making when reviewing and recommending project applications for Community Preservation Act funding.

Ms. Guy provided a PowerPoint presentation overview of the CPA.

Mr. Hoskins welcomed the two new members – Joy Livramento-Bryant and Bob Callahan.

Mr. Hoskins opened up the public hearing to questions and comments.

Lisa Lyons, Broad Street, Salem, asked how CPA funds are used related to capital development and housing for new projects as they work through the Planning Board, etc. She asked how CPA funds get mixed up with those projects.

Ms. Guy stated that if a developer is looking to request CPA funds, they would have to go through the same process as the City or any non-profit organization by submitting an application. The first application would be eligibility, to determine if the project is eligible. If the CPC determined it was eligible, the developer would then have to submit a funding application. As with all applications, it would come before the CPC, who would rank the project High, Medium or Low and then at the next meeting it would be determined if they are going to recommend funding. Then it must go to City Council. The next funding round starts in January, 2021 with the eligibility applications. Ms. Guy noted that, to date, the CPC has not recommended any development project that has not been a non-profit organization.

Ms. Lyons asked if One Broad Street, an historic building that is a condominium, would be eligible to receive CPA funds, such as to restore a fence.

Ms. Guy stated that the CPC would have to vote on eligibility. She stated that the main thing is it has to have a public benefit, and that the CPC would determine if there is significant public benefit to recommend funding.

Mr. Hoskins stated that the CPC has historically weight public benefit heavily. He stated that consideration of public benefit might include good public access to the building, which probably would not be in the case of a condo.

There were no further public comments.

MOTION/VOTE: Mr. Moriarty made a motion to close the public hearing. Ms. Hamilton seconded the motion, all were in favor and the motion so carried.

Other Business

Approval of Minutes – 5/12/20 and 5/26/20

MOTION/VOTE: Mr. Boris made a motion to approve the minutes of 5/12/20 and 5/26/20. Mr. Moriarty seconded the motion, all were in favor and the motion so carried.

Ms. Guy noted that she forgot to have the CPC approve the minutes of 3/10/20 and will add it to the next agenda.

Funding Availability Update

Ms. Guy stated that there approximately \$177,000 that will be available once the MA Department of Revenue certifies it.

The process each year is that the City Assessor will estimate what the surcharge revenues will be and the State will estimate the State match percentage and these figures are used to estimate the budget. At the end of the fiscal year on June 30th, we know the actual surcharge revenues and the actual State match. The amounts above our estimate and the State estimate, along with interest, fees, unspent administration and funds from projects that came in under budget get rolled into one pool, and is available to spend after the DOR certifies it in November. In March, when we get the new State match percentage, we will create the budget which gets approved by the City Council in April or May. This is added to the balance that was certified by the DOR and this is the total budget going forward. We typically have a \$800-\$900,000 for projects.

Member reports on solicitation of comments from city boards/commission

Mr. Hoskins read a dated October 13, 2020 from the Salem Historical Commission.

Ms. Guy stated that she received an email from the staff person to the Planning Board, who stated that the Planning Board has no formal comments to submit.

Discussion/Election of Chair and Vice Chair

Mr. Hoskins asked if there are any nominations.

MOTION: Mr. Northcutt made a motion to nominate Ms. Hamilton as Vice Chair and to nominate Mr. Hoskins to be re-elected as Chair, if he would like to continue to serve.

Mr. Hoskins stated that he was willing to accept the nomination.

Ms. Hamilton stated that she was willing to accept the nomination.

Mr. Pattison stated that he liked both of those nominations and seconded the motion.

MOTION/VOTE: Mr. Callahan made a motion that the nominations be closed. Mr. Northcutt seconded the motion to close the nominations. All were in favor and the motion so carried.

VOTE: The motion to elect Mr. Hoskins as Chair and Ms. Hamilton as Vice Chair were voted upon. All were in favor and the motion so carried.

Next Meeting(s):

Ms. Guy stated that the next meeting is scheduled for Tuesday, November 10, 2020, which will tentatively be to review the draft plan and any additional comments received from boards or the public. Boards and the public may continue to comment until October 23, 2020. Public comment may also be sent in writing.

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

Respectfully submitted,

Jane A. Guy
Administrator