

COMMUNITY PRESERVATION COMMITTEE
MINUTES
February 11, 2020

A meeting of the Community Preservation Committee (CPC) was held on Tuesday, February 11, 2020 at 6:00 pm at 98 Washington Street, Salem, MA. Present were Chair Bart Hoskins, Vice Chair Tim Shea, Ed Moriarty, Deborah Greel, Chris Burke, Carole Hamilton, John Boris and Mark Pattison. Also present was Jane Guy of the City of Salem Department of Planning & Community Development.

Public Comment

There was no public comment

Review and Vote on Determination of Eligibility Applications Received

Ms. Greel disclosed that she is a board member of the North Shore CDC, recused herself and left the room.

Lafayette Housing – North Shore CDC

The application is for the renovation and preservation of 18 units in 3 buildings to create 18 units of affordable housing.

Mr. Shea asked if it what they are proposing would be maintenance. He stated that he was not really sure what is being proposed.

Ms. Hamilton believed the modernizing of building systems is capital improvements.

Mr. Hoskins noted that it adds three additional LMI units, which is creation of affordable units. He stated that the funding application should indicate creation of housing units, rather than maintenance. He added that there should more specifics of how CPA is eligible. He questioned if assistance to the existing units that are already affordable housing would be creation, but stated that he felt the three new units are eligible would be eligible under Creation.

VOTE: Mr. Burke made a motion to find the proposed project is eligible, to be submitted under a CPA funding application under Community Housing: Creation or Preservation, depending on which is applicable. Mr. Boris seconded the motion. Mr. Hoskins, Mr. Shea, Mr. Moriarty, Mr. Burke, Ms. Hamilton, Mr. Boris, and Mr. Pattison voted in favor. The motion so carried.

New Point Acquisitions – North Shore CDC

The application is for rehabilitation of 61 units to create 61 units of affordable housing.

VOTE: Mr. Shea made a motion to find the proposed project is eligible, to be submitted under a CPA funding application under Community Housing: Creation. Ms. Hamilton

seconded the motion. Mr. Hoskins, Mr. Shea, Mr. Moriarty, Mr. Burke, Ms. Hamilton, Mr. Boris, and Mr. Pattison voted in favor. The motion so carried.

Ms. Greel rejoined the meeting.

Other Business

Discussion on administrative compensation

Ms. Guy distributed a salary survey of Massachusetts communities receiving CPA funding. She noted that it is difficult to compare apples and apples, because some communities are city's and some are towns, some staff take minutes and others do not, some staff write the preservation plan, while others are done by the CPC or a consultant, some work for municipalities, while others are direct hires by the CPC and some are part time versus some are full time, while others are a combination of city jobs with stipends for CPC work. There is even one that is a union position.

Mr. Shea stated that he felt some type of increase is justified and that the CPC should also consider the quality of work that Ms. Guy provides.

VOTE: Mr. Shea made a motion to increase the administrative stipend by \$1000 annually, effective July 1, 2020. Mr. Boris seconded the motion. Mr. Hoskins, Mr. Shea, Mr. Moriarty, Mr. Burke, Ms. Hamilton, Mr. Boris, and Mr. Pattison voted in favor. The motion so carried.

General Discussion

Mr. Shea stated that he reviewed the Salem Athenaeum's quarterly report. He stated that it bothered him that it includes a plan for a capital campaign. He noted that they stated that they would remove it from the scope. He stated that they should not have it on the CPC report.

Ms. Greel stated that she felt the CPC should consider diversity equity and inclusion when looking at applications and that the CPC should think about what that is in programming going forward.

Ms. Hamilton noted that this was discussed during the review of the Hamilton Hall and Salem Athenaeum applications.

Mr. Shea stated that the CPC needs to be careful so as not to tie our hands.

Ms. Greel stated that she did not want the CPC to be hamstrung, but that it needs to be aware. She did not feel it should be a hard and fast criterion that people can't meet.

Ms. Guy stated that language could be added to the next preservation plan as an update to the secondary review criteria.

Funding Status

Ms. Guy stated that there is no change in funding status since the last meeting and that \$171,821.29 is currently available until the FY21 funding surcharge revenues and estimated State match funds are determined in March or April, 2020.

Next Meeting Date

Ms. Guy stated that the next meeting date is tentatively scheduled for Tuesday, March 10, 2020.

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

Respectfully submitted,

Jane A. Guy
Administrator