

COMMUNITY PRESERVATION COMMITTEE  
MINUTES  
February 25, 2019

A rescheduled meeting of the Community Preservation Committee (CPC) was held on Tuesday, February 25, 2019 at 6:00 pm at 98 Washington Street, Salem, MA. Present were Chair Bart Hoskins, Chris Burke, Carol Hamilton, Jessica Herbert, Mickey Northcutt and Tim Shea. Also present was Jane Guy of the City of Salem Department of Planning & Community Development.

Public Comment

There was no public comment.

Kate Newhall-Smith from the Department of Planning and Community Development was present to answer questions regarding the City's courthouse application.

Review and Vote on Determination of Eligibility Applications Received

The CPC reviewed 4 applications.

*Nathaniel Bowditch House Roof Replacement – Historic Salem, Inc.*

The application is to replace the Bowditch House roof Historic under Resources Preservation.

Ms. Herbert stated that it is a capital improvement that they hope to restore the roof in copper. She stated that there have been major leaks and that pieces of ceilings have fallen and floors have been warped. There are also five office space tenants in the building.

Mr. Shea asked about public access.

Ms. Herbert stated that anyone can go in anytime into the office to do house research, similar to a library. Other public access happens when they do programs, such as when they have speaking engagements or other activities events, that are open to the public. She noted that this year is HSI's 75<sup>th</sup> anniversary.

Mr. Burke asked if this is considered maintenance and if the CPC has awarded roofs in the past.

Mr. Hoskins stated that past projects have included the public library roof and 7 Gables' roofs and that they are were determined eligible under preservation, because the roof protects the resource, as well as what is housed underneath.

Ms. Herbert stated that here is a lot of historic fabric such as McIntyre details.

**VOTE: Mr. Burke made a motion to find the proposed project is eligible, to be submitted under a CPA funding application under Historic Resources: Preservation. Ms. Herbert seconded the motion; all were in favor and the motion so carried.**

*Planning for the Future: Universal Access, Enlarged Program Space & Environmental Upgrades to Preserve the Collections – The Salem Athenaeum*

Mr. Burke disclosed that he is member of the Salem Athenaeum, but is not a board member or officer.

The application is to conduct a feasibility study to evaluate alternatives for long-term capital and programmatic improvements.

Mr. Hoskins stated that CPA funds can be used for a study, particularly when it will lead up to eligible work. He stated that he felt rehabilitation/restoration was a better fit.

Ms. Herbert believed that the study includes ADA, including access ramps and bathrooms.

Mr. Hoskins noted that studies funded in the past were more specific to the rehabilitation/restoration, while this appears to be a more over-arching study.

Ms. Guy stated that once the funding application is received, the CPC can choose the specific work that is appropriate to fund.

Ms. Herbert stated that the study one of the items will be the climate control system, which will specifically affect the books and the fabric of the building.

Mr. Shea stated that he had concerns with funding this study as proposed, noting that it seems too broad, and it include recommendations for providing needed staff support services, increased staff work space and a general statement about increasing public programming. He was unsure what the tasks entailed and was concerned about funding for a study that he was not sure what it would end up saying. He believed there are some categories that the CPC would support, but felt a lot of it was out of the CPC purview. He felt it was too broad and general and that it should be specific to one of the CPA areas.

Ms. Guy stated that they are also getting a matching grant from the MA Cultural Council.

Mr. Hoskins stated that they should break out tasks and subtasks with costs for the funding proposal.

Ms. Herbert that they have some incredible rare books and felt it would save money on HVAC by having professionals recommend the right system.

Mr. Northcutt sated that a study is eligible and that the CPC has approved funding for lots of studies. He stated that once the funding application is received, the next step is for the CPC to determine the level of priority and then whether we want to fund it. He added that he felt it was fine to give them feedback to be more specific. He suggested they focus more on the facility than the organizational or fundraising plan.

Mr. Hoskins stated the he would also want to know about the accessibility to the public and agreed they should break out tasks.

**VOTE: Ms. Hamilton made a motion to find the proposed project is eligible, to be submitted under a CPA funding application under Historic Resources: Preservation or Rehabilitation/Restoration. Mr. Northcutt seconded the motion. Mr. Hoskins, Mr. Burke,**

**Ms. Hamilton, Ms. Herbert and Mr. Northcutt voted in favor. Mr. Shea voted in opposition. The motion so carried.**

*Facilitating the Redevelopment of the Courthouses – City of Salem*

The application is to utilize CPA funds toward soft costs associated with preparing the courthouse properties for a Request for Qualifications and Request for Proposals process in order to address and resolve pre-development activities to help facilitate future redevelopment.

Mr. Shea asked if it is okay to proceed when the Salem Redevelopment Authority (SRA) does not have control over the property.

Ms. Newhall-Smith stated that the property is currently controlled by the State through DCAM. The City is working with them to have a memorandum between DCAM and the SRA that will set the process and give authorization to apply for CPA funds. It is being determined if DCAM will transfer the property to the SRA during the RFP process. Optionally, at the conclusion of the RFP process, DCAM could transfer it to the SRA, who will immediately sell it to the selected developer.

Ms. Guy stated that, typically the CPC will still review the eligibility application, but then tell the applicant that they need owner permission to proceed with a funding application.

Mr. Shea asked if permission from DCAM will happen before the funding application is submitted.

Ms. Newhall-Smith replied in the affirmative. She stated that the funding request will be to assist the City in conducting some preliminary pre-development studies and the costs associated with redeveloping the properties. These are huge, institutional structures, that are difficult in terms of redevelopment and adaptive reuse. The consultant will determine the thing the SRA can do to make a clear pathway, so that the developer can see that all the ducks are in a row and that they can focus on actual preservation and reuse. They proposed to hire a historic consultant to help with developing the Preservation Restriction and to also look into historic tax credits which will help a developer to be able to financial afford to do the preservation work. The City wants to look at alternatives that will make the project feasible.

Ms. Herbert asked if the focus of the funds is to hire a professional.

Ms. Newhall-Smith stated that the City would hire a professional to help determine what should be in the Preservation Restriction, look into historic tax credits, look at what historic features on the interior should be considered for preservation and to provide preservation goals.

Ms. Herbert stated that she would like to see a project that would keep the law library somehow open, such as a restaurant or other public use.

Mr. Hoskins stated that it sounds that this is in the interest of having something happen, rather than to keep them from falling apart or sitting in mothballs.

Ms. Newhall-Smith stated that the buildings will not be demolished and will be preserved. There are existing MOU's and acts of legislation, but the City is hoping to facilitate that preservation

and making the path as clear as possible and feasible for a developer. She stated that if the process can be made a little easier, it might result in a higher caliber developer.

**VOTE: Mr. Northcutt made a motion to find the proposed project is eligible, to be submitted under a CPA funding application under Historic Resources: Preservation or Rehabilitation/Restoration. Mr. Shea seconded the motion; all were in favor and the motion so carried.**

*Gedney House Structural Repairs – Historic New England*

The application is to address masonry issues and out of alignment front steps and to develop plans and drawings to stabilize the interior section of masonry.

Mr. Shea stated that the application indicates that it is not listed on the State Register and that it does not include a finding from the Salem Historical Commission.

Ms. Guy stated that she believed that it is listed on the National Register and that, perhaps, the applicant did not realize that being on the National Register is an automatic inclusion on the State Register. Ms. Guy will verify, and if it is not listed, will advise them to go to the Salem Historic Commission.

**VOTE: Mr. Burke made a motion to find the proposed project is eligible, to be submitted under a CPA funding application under Historic Resources: Preservation or Rehabilitation/Restoration. Ms. Hamilton seconded the motion; all were in favor and the motion so carried.**

Other Business

*Approval of minutes – 1/8/19*

VOTE: Ms. Hamilton made a motion to approve the minutes of 1/8/19. Mr. Northcutt seconded the motion, all were in favor and the motion so carried.

*April Availability*

Anticipating the need for a second meeting in April, Ms. Guy polled members for their availability.

*Emails*

Ms. Guy stated that everyone now has a salem.com email address and asked if everyone is checking this email account daily, if everyone remembers their password and if anyone needs assistance setting up their cell phones to receive email. Once everyone is set, she will only be emailing to the salem.com address.

Mr. Shea noted that all personal emails could be subject to review if not using the City email.

*Funding Status*

Ms. Guy stated that the funding status remains at \$104,164 until the FY20 funding surcharge revenues and estimated State match funds are determined in March or April, 2019.

Next Meeting Date

Ms. Guy stated that the next meeting date is scheduled for Tuesday, March 12, 2019, but did not expect to have a meeting unless the State match estimates are received or we receive more eligibility applications.

Mr. Shea asked the Emmerton house status.

Ms. Guy stated that only the doors remain and that they have indicated that they want to cancel the remaining funds. She is attempting to confirm this.

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

Respectfully submitted,

Jane A. Guy  
Administrator