



**JON MITCHELL**  
**MAYOR**

# **CITY OF NEW BEDFORD**

## **Community Preservation Committee**

133 William Street, New Bedford, Massachusetts 02740

Telephone: (508) 979.1488

### **MINUTES**

**November 26, 2019**

**New Bedford Free Public Library, 3<sup>rd</sup> Floor Meeting Room**

**613 Pleasant Street, New Bedford, MA**

### **COMMITTEE MEMBERS**

#### **PRESENT:**

Janine da Silva, Chair  
Sylvia Gomes, Clerk  
Ross Nunes Vice-Chair  
Paula Robinson Deare

Arthur Glassman  
Christopher Amaral  
Melissa Chester-Letendre (6:03)

### **COMMITTEE MEMBERS**

#### **ABSENT:**

Tim Walsh

Peter Blanchard

#### **STAFF:**

Jessica Bailey, *CPA Coordinator*

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### **Call to Order**

Chair J. da Silva called the meeting to order at 6:00 p.m.

### **Approval of Minutes**

A motion was made by A. Glassman and seconded by R. Nunes to approve the minutes for October 22, 2019.

**Motion passed unopposed 5-0.**

### **New Business**

#### *FY20 Application Submissions: Review of Evaluation Materials*

J. DaSilva stated all CPC members received their FY20 application binders and flash drives. There were 21 applications submitted for consideration. J. Bailey reviewed all evaluation materials. The funding requests spreadsheet listed the total request breakdown by applicant, category, and the available funding. The requests totaled \$3,310,780: historic resources \$2,295,780; recreation \$315,000; and community housing \$700,000. No open space projects were submitted. Several projects submitted under two categories but were only counted in one category. The total available funding is \$1,145,011 resulting in a deficit of \$2,165,769.

An overview of the comparative evaluation directions and spreadsheet was provided to the committee. The comparative evaluation questions correspond to the FY20 CPA Plan primary, secondary, and category criteria. J. Bailey suggested members review the applications prior to the public presentations in order to be familiar with the projects and have questions prepared.

The public presentation dates are January 9<sup>th</sup>, 16<sup>th</sup>, and 23<sup>rd</sup>, 2020. The committee will meet on January 28, 2020 to review all applications. The individual comparative evaluations will be due by February 5, 2020. The

CPC will meet on February 5<sup>th</sup> and 13<sup>th</sup> to determine the funding recipients, the grant terms, and the grant amount.

#### *Butler Flats Lighthouse (FY19) Grant Agreement Extension*

J. daSilva presented the letter from Mass Light, Ltd. requesting an extension for the Butler Flats Lighthouse FY19 Grant Agreement for discussion by the committee. A. Glassman asked for clarification of the request. J. daSilva stated the request asks for the term end date to be extended one year from September 23, 2020 to September 23, 2021. A. Glassman stated he felt the time should be provided in order to allow the grantee time to complete the project but recommended no further extension be granted. S. Gomes disagreed and felt the committee needs to be consistent and fair when determining extensions. She provided the example of the Acushnet Sawmill project's extension as not having such a restriction. A. Glassman believes projects can request extensions to allow for unforeseen circumstances. S. Gomes agreed a term extension should be considered however active communication between the grantee and the committee is important and necessary. C. Amaral recommended evaluating each extension request's circumstances. R. Nunes requested the grantee be reminded of the grant agreement reporting requirements in the letter notifying the grantee of the committee's decision.

A motion was made by S. Gomes and seconded by R. Nunes to extend the grant agreement term end date from September 23, 2020 to September 23, 2021 for the FY19 Butler Flats Lighthouse project based upon the request from the letter dated November 19, 2019 from Mass Light, Ltd.

**Motion passed unopposed 6-0**

#### *Term Expirations: April 2020*

J. Bailey stated three members' terms expire in April 2020. She asked P. Robinson-Deare – Park Board, C. Amaral – General Public, and R. Nunes – General Public to consider re-appointment to the committee. P. Robinson-Deare will return. C. Amaral and R. Nunes will notify the committee by late January.

#### **Old Business**

##### *CPC Member Workshop Date – March 31, 2020*

The Community Preservation Coalition will provide a workshop. J. Bailey asked all committee members to confirm their attendance in order to set the date with the Coalition. All members present indicated they will be able to attend. J. DaSilva suggested the Coalition invite neighboring CPC members to attend.

#### **Other Business**

J. Bailey requested confirmation from the committee the need to request project status reports and project end dates from all FY18 and FY19 CPA grantees to be reported at the December 17, 2020 meeting. The committee confirmed the need for this information in order to determine if any projects will need to request a term extension beyond June 30, 2020. J. DaSilva asked for the number of projects J. Bailey felt would not be completed by June 30<sup>th</sup>. J. Bailey stated there could be approximately five (5) FY18 projects and approximately five (5) FY19 projects.

**Next Meeting Date:** Tuesday, December 17, 2019 New Bedford Free Public Library 3<sup>rd</sup> floor meeting room

#### **Adjourn**

There being no further business, a motion to adjourn was moved by A. Glassman and seconded by C. Amaral.

**Motion passed unopposed.**

The meeting was adjourned at 6:50 p.m.

**Documents and Exhibits**

- Agenda
- October 22, 2019 minutes
- Butler Flats Lighthouse (FY19) Extension Request

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Jessica Bailey".

Jessica Bailey  
CPC Coordinator

*Approved December 17, 2019*