



**JON MITCHELL**  
**MAYOR**

# CITY OF NEW BEDFORD

## Community Preservation Committee

133 William Street, New Bedford, Massachusetts 02740

Telephone: (508) 979.1488

### MINUTES

**October 22, 2019**

**City Hall, Ashley Room**

**133 William Street, New Bedford, MA**

#### COMMITTEE MEMBERS

##### PRESENT:

Janine da Silva, Chair  
Sylvia Gomes, Clerk  
Peter Blanchard  
Ross Nunes Vice-Chair

Arthur Glassman  
Christopher Amaral  
Melissa Chester-Letendre (6:03)  
Paula Robinson Deare (6:28)

#### COMMITTEE MEMBERS

##### ABSENT:

Tim Walsh

##### STAFF:

Jessica Bailey, *CPA Coordinator*

#### Call to Order

Chair J. da Silva called the meeting to order at 6:01 p.m.

#### Approval of Minutes

A motion was made by A. Glassman and seconded by R. Nunes to approve the minutes for September 24, 2019.

**Motion passed unopposed.**

#### Old Business

##### *FY20 Eligibility Determination Submission review*

J. Bailey provided an overview of the submissions. All applicants were notified of their eligibility by October 4, 2019. Any applicants determined to be ineligible were provided with an explanation of the decision.

One project originally determined to be eligible was Island Park submitted by the Cape Verdean Association of New Bedford (CVANB). J. Bailey stated the project's Eligibility Determination form indicated the applicant was the owner of record. After the applicant was notified of their eligibility, it was determined the CVANB was not the owner of record. A request was made for a letter from the owner giving permission for the application to be submitted as well as a copy of the purchase and sales agreement. These documents are required to be submitted with any Eligibility Determination form. No documents were received from the Cape Verdean Association by the deadline.

A motion was made by R. Nunes and seconded by A. Glassman to revoke the positive eligibility determination for the FY20 CPA application cycle for the Island Park project due to an incomplete application.

A roll call vote was taken.

In favor J. DaSilva, R. Nunes, S. Gomes, P. Blanchard, M. Chester-Letendre, C. Amaral, A. Glassman

None opposed.

**Motion passed unopposed.**

#### *Meeting Dates for 2020*

J. Bailey presented the revised dates for all meetings in 2020. Changes were made to eliminate conflicts. A final calendar was presented to the committee for their review.

#### *CPC Member Workshop – October 24, 2019*

J. Bailey provided an update regarding the workshop. Due to low RSVP, the workshop will be re-scheduled in Spring 2020 for the NB CPC members and surrounding communities' CPC members.

#### *Project Status Report: FY18 and FY19 Projects*

J. Bailey provided a brief overview of the status for all projects to date. All projects are required to provide a quarterly update. For FY18, six projects have been completed and approximately \$2m has been disbursed to projects. For FY18 projects, all will be asked in December to provide a completion date for their project. FY18 projects will be strongly encouraged to be completed by June 30, 2020 or will need to request an extension from the CPC.

For FY19 projects, there are three completed projects. All projects will be encouraged to be completed by June 30, 2020 or will need to request an extension from the CPC if the project will be completed after one year of the execution date of their agreement. It is the goal to have most FY18 and FY19 projects completed at the close of FY20.

J. DaSilva requested an update on the five FY18 projects City Department of Parks, Recreation and Beaches. J. Bailey provided the following updates: Abolition Row is in the design phase with work to begin in Spring 2020; Brooklawn Park Basketball courts are almost complete, line painting to be done in the spring; Dias Field is near completion and will be available in 2020, approximately \$90,000 of the grant will be returned to CPA fund balance as it came in under budget; and Hazelwood Park update was not received prior to the meeting.

The bids for Buttonwood Diamond 1 lighting came in significantly higher than the CPA grant amount. A question was asked by DPI if the lighting could be used to focus on the open field rather than the diamond. Upon review of the application and the Memorandum of Agreement, it was determined the grant could only be used to light the field. A revised scope of work will be created with lighting installed for the diamond and the ability to add to the new infrastructure will be in place.

A. Glassman asked if the discrepancy in bids vs. actual costs was due to the length of time between applying for the CPA funds and the availability of the CPA funds for the project. J. Bailey stated some of the cost increases are due to the time frame but also due to inaccurate estimates submitted with the applications. For future applications, applicants will be encouraged to provide more accurate estimates and quotes.

J. DaSilva expressed her concerns about projects funded by CPA using inaccurate estimates could result in projects not being completed or even started. S. Gomes stated she felt the FY18 projects discrepancies could be due to a learning curve for the first year of funding. She also agreed the applicants have a responsibility to provide accurate information and show fiscal responsibility with the CPA grants. P. Robinson-Deare stated a DPI representative is now on the Parks Board and will serve as an advisor. She felt this addition will help to present stronger CPA applications.

### **Other Business**

#### *Acushnet Sawmill FY18*

A request was received via letter from the Buzzards Bay Coalition to extend the grant agreement term to June 30, 2020. The Conservation Restriction and community garden design are in process.

A motion was made by S. Gomes and seconded by P. Blanchard to extend the grant term agreement to June 30, 2020 for the FY18 Acushnet Sawmill project based upon the request from the letter dated October 21, 2019.

**Motion passed unopposed.**

### **New Business**

#### *Committee update format*

P. Robinson Deare asked for guidance on the format of how she should be reporting to the Parks Board as their CPC representative. J. Bailey stated there are no formal requirements within the CPA statute. The role of the various representatives from other boards and commissions is to share information as requested and to assist with the review of the CPA plan annually. She also suggested speaking with the Park Board Chair and the Department Head about what format would be appropriate for the Park Board. J. DaSilva stated she does not report to the Historical Commission as their role is more for determining historic significance for a proposed CPA project. A. Glassman stated he provides a brief update monthly to the Planning Board.

#### *CPA Funding Post Acton Decision*

J. daSilva proposed exploring the program Cambridge has in place to assist houses of worship with historic preservation. R. Nunes expressed concern about using taxpayer funds for non-profit organizations that do not pay real estate taxes. P. Blanchard stated he felt exterior historic preservation of a house of worship would benefit the community. J. DaSilva stated that is how Mass Historic Commission views the historic preservation of houses of worship. C. Amaral stated all French churches are owned by the state and rented to the religious organizations. S. Gomes stated this question did need further discussion at a future meeting. J. Bailey was asked to explore the Cambridge program and report back to the CPC at a future meeting.

**Next Meeting Date:** Tuesday, November 26, 2019 in Ashley Room, City Hall

### **Adjourn**

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

**Motion passed unopposed.**

The meeting was adjourned at 7:19 p.m.

### **Documents and Exhibits**

- Agenda
- September 22, 2019 minutes
- Meeting Dates 2020
- FY20 Eligibility Determination Submission spreadsheet
- Buzzards Bay Coalition term extension request

Respectfully submitted,



Jessica Bailey  
CPC Coordinator

*Approved November 26, 2019*