



**JON MITCHELL**  
**MAYOR**

**CITY OF NEW BEDFORD**  
**Community Preservation Committee**  
133 William Street, New Bedford, Massachusetts 02740  
Telephone: (508) 979.1488

**MINUTES**

**July 27, 2021**

**New Bedford Free Public Library**  
**613 Pleasant Street 3rd floor meeting room**

**COMMITTEE MEMBERS**

**PRESENT:**

Janine da Silva

Melissa Chester-Letendre

Christopher Amaral

Arthur Glassman

Leona Fisher

Peter Blanchard

**COMMITTEE MEMBERS**

**ABSENT:**

Ross Nunes

Jody Seivert

**STAFF:**

Jessica Bailey, *CPA Coordinator*

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**Call to Order**

Chair J. da Silva called the meeting to order at 6:03 p.m.

**Call the Roll**

A formal roll call was conducted confirming members present and absent as stated above.

**New Business**

**Approval of June 22, 2021 minutes**

**MOTION to approve June 22, 2021 minutes**

Moved by A. Glassman and seconded by C. Amaral

**Motion passed 6-0**

**Election of Executive Committee**

J. daSilva stated she had spoken with R. Nunes, Vice Chair, and M. Chester-Letendre, Clerk, regarding continuing in their respective roles. Both agreed to continue in their respective roles.

**MOTION to appoint J. daSilva as Chair, R. Nunes as Vice Chair, and M. Chester-Letendre as Clerk for current fiscal year.**

Moved by A. Glassman and seconded by P. Blanchard

**Motion passed 6-0**

**FY22 Community Preservation Coalition Dues discussion and vote**

J. daSilva explained the role of the Coalition and the benefits of membership to the CPC. The Coalition serves as a technical advisor to the CPCs in the state. J. Bailey confirmed the dues were \$4,350 for this fiscal year. She confirmed the benefits of membership and explained the CPC must approve any expenditure over \$999.

**MOTION to authorize to the payment of the FY22 Community Preservation Coalition Dues**

Moved by M. Chester-Letendre and seconded by A. Glassman

**Motion passed 6-0**

**FY21 Outdoor Classroom request**

J. Bailey explained The Marion Institute and the NBPS are co-grantees for this project. The grantees discovered the submitted project budget had an error. The revised budget allows for the funding of both cohort 2 (the FY21 project) and cohort 3 using the FY21 grant if acceptable to the CPC. J. Bailey confirmed with E. Lydon, Associate City Solicitor, which bodies need to approve the request. E. Lydon provided an opinion that only CPC needed to approve the request to use the FY21 grant funds for both cohorts therefore City Council did not need to approve. A. Glassman and M. Chester-Letendre both stated it was a good mistake with twice as much being accomplished for the same amount.

**MOTION to approve The Marion Institute and NBPS request to allow the use of FY21 grant for both cohort 2 and cohort 3 to include all NBPS in the project.**

Moved by P. Blanchard and seconded by M. Chester-Letendre

**Motion passed 6-0**

**2022 Meeting schedule discussion and vote**

J. Bailey explained the meeting schedule is presented to the CPC in July to allow for the scheduling of meeting space for the January and February meetings. Dates are subject to change if necessary.

**MOTION to approve the 2022 meeting schedule as presented.**

Moved by A. Glassman and seconded by P. Blanchard

**Motion passed 6-0**

**FY22 CPA Plan discussion and vote**

J. Bailey stated the draft plan was on-line for public comments in June to mid-July; the plan did not receive any public comments during this review period. No comments or questions were presented by the CPC. All edits were incorporated into the draft. J. Bailey explained the purpose of the plan, what it contains, and the purpose of the vote. Approval of the Plan allows for the start of the FY22 application cycle. J. Bailey stated the edits directed by the CPC include language related to the application submission and the need for a long term lease for projects utilizing historic tax credits on city owned property. A review of the cycle due dates was provided to the CPC. A. Glassman requested J. Bailey send him information he could present at the next Planning Board meeting. J. Bailey stated the boards/commissions did not have any changes to the plan. J. daSilva asked about the status of the new Park Board representative. J. Bailey stated the board was in the process of appointing a new member and that person would probably be the CPC representative.

**MOTION to approve the FY22 Plan and FY21 Annual Report as presented.**

Moved by A. Glassman and seconded by C. Amaral

**Motion passed 6-0**

**FY22 Application Technical Workshop**

J. Bailey stated the workshop is scheduled for Thursday, September 9<sup>th</sup>. J. daSilva will not be available; R. Nunes will represent the CPC. The workshop will be filmed by Cable Access and all materials will be available on the CPC webpage. The Eligibility Determination Form will be due on October 1, 2021 at noon. Project applications are due Friday, November 12, 2021 at noon.

J. Bailey stated any historic resource project must begin the historic significance determination process must begin now, if applicable. The determination must be submitted with the application. A. Glassman stated the Eligibility

Determination is very simple and hopes to promote the CPA process in Ward 1. J. Bailey stated she is available to assist any organization interested in applying as many are all volunteer organizations. An email will be sent to the CPC email list next week to inform people of the workshop with fliers in English, Spanish, and Portuguese. Anticipated budget for FY22 is \$1.6 million.

### **Old Business**

#### **FY22 Budget Update**

J. Bailey stated the FY22 budget was submitted to City Council. At their June 10, 2022 meeting, the budget was received and placed on file inadvertently. J. Bailey re-submitted the budget and the City Council voted on July 15, 2021 to refer the budget to the Committee on Finance. J. daSilva asked if this was the same issue as FY21. J. Bailey stated it was not but that for future submissions, a detail of the process will be sent to the City Council office to eliminate delays. City Council President Joseph Lopes apologizes for the delay.

### **Any other business that may properly come before the committee**

#### **New Bedford Art Museum**

J. Bailey stated the CPC had discussed the Museum's question regarding the home rule petition and the long term lease. At that meeting, the CPC had voted to direct J. Bailey to add language to the FY22 Plan clarifying the need for a long term lease for projects by non-profits occurring on city property which utilize historic tax credits. J. Bailey also provided the CPC's decision to Caroline Conzatti, NBAM Board member, at that time. C. Conzatti provided an update from the Mayor's Office and asked if a draft of the home rule petition would be sufficient for the FY22 application as the Mayor's Office had stated a draft could be in hand by November. Lisa Letts, NBAM Project Coordinator, was in attendance and provided an update to the CPC. J. Bailey provided an overview of the issue which was raised during the FY21 application cycle for L. Fisher's benefit as she was not a member of the CPC during the FY21 application cycle. J. daSilva explained the use of historic tax credits and the requirements of those funders followed. A. Glassman asked the timeline for the approval of the home rule petition and the entering into a 99 year lease between the City and NBAM. J. Bailey stated it would not be in place before the November 12, 2021 deadline. In addition, resolution of the Chapter 70 issue may delay the resolution of the lease issue. A. Glassman asked if this question was brought to the City Solicitor. J. Bailey stated, it is the standards of the CPC review, not a legal issue, which is the question. P. Blanchard stated if a draft is accepted now, it will open the doors for other projects. The CPC standard protects the public investment and benefit. L. Fisher stated if the CPC allows a draft to fulfill that standard, the CPC would be going against the standard they have set. A. Glassman stated meet the requirements and return when all is in place.

The CPC discussed the question of whether or not a draft version of the home rule petition would be sufficient for the Art Museum to apply for FY22 funding. After reviewing the standards used to review projects, the CPC determined a draft of the home rule petition would not be sufficient for the museum to apply. The long term lease agreement must be in place prior to any further CPA funding being awarded to this project.

### **Adjourn**

There being no further business, a motion to adjourn was moved by A. Glassman and seconded by M. Chester-Letendre. The motion carried 6-0. The meeting was adjourned at 7:08 p.m.

**Next Meeting Date: September 9, 2021 6:00 p.m. FY22 Application Technical Workshop**  
**New Bedford Free Public Library Main Branch 3<sup>rd</sup> floor**

**Documents and Exhibits**

- Agenda
- June 22, 2021 minutes
- FY22 Community Preservation Coalition Dues invoice
- FY21 Outdoor Classroom Request
- 2022 Meeting schedule
- FY22 CPA Plan and FY21 Annual Report

Respectfully submitted,

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

Jessica Bailey  
CPA Coordinator

*Approved October 26, 2021*