



Community Preservation Committee

Regular

~ Minutes ~

36 Court Street
Springfield, MA 01103
<http://www.springfieldcityhall.com>

Kathy Calvanese

Tuesday, January 2, 2024

6:00 PM

Virtual Meeting (Zoom)

Call to Order

6:00 PM Meeting called to order on January 2, 2024 at Virtual Meeting (Zoom) , Virtual Meeting, N/A, NA.

The temporary provisions in the Open Meeting Law regarding remote meetings are extended until 3/31/ 2025. Meetings are live and recorded for viewing:
<https://www.facebook.com/SpringfieldCommunityPreservationCommittee/>

Mail public comments to: Community Preservation Committee, Springfield City Hall

36 Court Street, Springfield 01103 or e-mailed to cpc@springfieldcityhall.com
<<mailto:cpc@springfieldcityhall.com>>.

To participate in the application workshop (directly following the historic homes lottery), join remotely by Zoom Meeting ID: 831 5725 9201 Passcode: CPA. If you need to dial-in please send an email to cpc@springfieldcityhall.com or telephone 413-530-1268.

1. Statement

Springfield Community Preservation Committee

January 2, 2024

Due to the Covid-19 Pandemic and pursuant to the Governor's Executive Order concerning the Open Meeting Law, the Springfield Community Preservation Committee will continue to meet remotely until further notice. A full video recording of this meeting can be viewed here:
<https://www.facebook.com/Springfield> <<http://www.facebook.com/Springfield>>
[CommunityPreservationCommittee/](https://www.facebook.com/SpringfieldCommunityPreservationCommittee/)

Public comments may be mailed to Community Preservation Committee, City Hall, 36 Court Street, Springfield, 01103 or e-mail to: cpc@springfieldcityhall.com

Present: Clinton Harris (Park Department Representative), Robert McCarroll (Springfield Preservation Trust), Steven Bosworth (Neighborhood Representative), Gloria DeFilippo (Planning Board Representative) -Juanita Martinez (Conservation Commission Representative) -Judy Crowell (Historical Commission), Rhonda Sherrell - (Neighborhood Representative), Willie Thomas (Housing Authority)
Absent: Yolanda Cancel (Neighborhood Representative)

Call to Order

Call to Order

Historic Homes Program Lottery
2024 Application Workshop
Approve Minutes of December 5
Contract Extension Requests:
Extend to 6/30/24
 Cottage Hill Park
 Forest Park Picnic Pavilion
Extend to 12/31/25
 Indian Orchard Fire Station
Contract Approval for PVPC Historic Consultant Services
Administrator's Updates
Other Matters
 FocusSpringfield
 Ordinance Amendment Update
Next Meeting February 6

Historic Homes Program Lottery

The Committee recommended a third round of funding, and the City Council approved \$250,000.00 to continue our work on restoring/repairing the historic homes inventory in Springfield's historic neighborhoods. Homeowners who submitted an application by the deadline of December 31, 2023 were included in the random drawing tonight and eight addresses were selected to receive a Historic Home Restoration Program grant. If the eight homeowners do not collectively use the full \$250,000.00, and there are program funds remaining, homeowners #9, #10, etc. will be contacted. If the program is funded again in 2024, a new lottery will be held sometime late 2024. The deadline will be posted once a date is determined. In the meantime, homeowners may submit an application anytime.

<https://www.cognitoforms.com/CommunityPreservationCommittee/HistoricHomesRestorationProgramPreliminaryApplication>
<<https://www.cognitoforms.com/CommunityPreservationCommittee/HistoricHomesRestorationProgramPreliminaryApplication>>

Homes selected in the January 2, 2024 lottery:

189 Bowdoin Street
47 Riverview Street
291 Saint James Ave
20 Buckingham St
85 Westminster St
36 Westernview St.
54 Fairfield Street
307 Union St.

2024 Application Workshop

A review of the CPA application was presented and a question and answer session. Applications for a CPA grant are due on February 29, 2024.

A copy of the Application Workshop slideshow can be found here: https://www.springfield-ma.gov/finance/fileadmin/community_preservation/2024_Workshop_Powerpoint.pdf

Approval of Minutes

Approval of December 5, 2023 Minutes. Motion to accept the minutes by Clinton and seconded by Willie. All in favor, yes. Motion passed.

Contract Extension Requests:

Extend to 6/30/24

Cottage Hill Park

Forest Park Picnic Pavilion

Extend to 12/31/25

Indian Orchard Fire Station

Vote to approve Cottage Hill Park and Forest Park Picnic Pavilion extensions to June 30, 2024 to cover the upcoming seasonal work period. **Motion** to accept the minutes by Gloria and seconded by Clinton. All in favor, yes. Motion passed.

(out of agenda order) Vote to approve Indian Orchard Fire Station extension to December 31, 2025.

Motion to accept the minutes by Juanita and seconded by Gloria. All in favor, yes. Motion passed.

PVPC Consultant Services Insurance Issue

A discussion took place regarding the City request to add Springfield as an additional insured to the PVPC contract. In the past contracts, PVPC submitted liability insurance coverage that adequately covered the scope of their work with us. The City is listed as a certificate holder on their policy with Massachusetts.

PVPC has at least one contract with another city department and it accepted the same insurance coverage listing Springfield as a Certificate Holder but not as an Additional Insured.

The legal department in the City would like the committee to require the higher level of insurance but the committee is allowed to make the decision. The consensus of the committee was that consultant work performed for us by PVPC is a low risk for damages and the coverage they have with (Massachusetts Interlocal Insurance Association, MIIA), is adequate insurance. However, it seems to be a larger issue that is not completely understood by the committee or PVPC and why MIIA is requiring a premium increase of \$500 to add Springfield as an additional insured. This is the first time the CPA has learned that a carrier has imposed a charge. If the committee votes to allow PVPC to submit their current coverage (with MIIA) it will end the matter and the CPA can move forward with our contract with PVPC. This issue has held up a preservation review for our grantees since October.

As a compromise, and in the spirit of facilitating our agreement with PVPC, Gloria made a **motion** to increase the PVPC contract by \$500.00 to cover the additional cost to add Springfield as an additional insured. Second by Clinton.

Yes; Gloria, Clinton, Juanita, Willie, Bob

No; Steve, Rhonda

Motion passed.

Administrative Updates/Other Matters

111 Dartmouth Terrace delayed work in Historical Homes Program

The homeowner has submitted a deconstruction quote without reconstruction of the porch. It has been over a year and the homeowner is still not under contract with the program. Deconstruction is allowed with a reconstruction plan but a future plan to restore the porch was not submitted. The committee discussed a timeline for him to submit a plan and be under contract to start the work.

Motion made by Gloria and second by Clinton to send a letter to the homeowner that 1) deconstruction and storage is not permissible with CPA funds 2) a stabilization plan for the porch must be submitted by April 30 or we will discontinue our commitment to the project.

All in favor. Gloria, Clinton, Rhonda, Steve, Juanita, Willie, Judith, Bob

FocusSpringfield

CPA project videos. A schedule of videos to follow soon. Committee members are not obligated to participate on video if they choose not to.

Ordinance Amendment Update Passed the City Council.

The Ordinance states that each member of a government board may continue in office after the expiration of his/her term (an at-will member)- until a successor is duly appointed An appointee of a government board may remain a member of the SCPC as long as they remain a member of the appointing board. President Michael Fenton will propose the elimination of term limits at a later City Council meeting this year.

Next Meeting February 6