



Community Preservation Committee

Regular

~ Minutes ~

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

Kevin Chaffee

Tuesday, March 3, 2020

6:00 PM

See Agenda

I. Call to Order

6:00 PM Meeting called to order on March 3, 2020 at See Agenda, City of Springfield, Springfield, MA.

Attendee Name	Title	Status	Arrived
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II. Public Portion

III. Minutes

Springfield Community Preservation Committee Workshop #2
March 3, 2020 at 6:30 pm
Wesley United Methodist Church, 741 State Street, Springfield, MA

Present: Juanita Martinez, Robert McCarroll, Ralph Slate, Willie Thomas, Terry Mitchell, Gloria DeFillipo

Absent: Terry Rodriguez, Lamar Cook, David Finn

The workshop commenced at 6:30 pm. Refreshments were available for the 20 workshop attendees.

Mr. Slate offered an overview of the Community Preservation Act and the Committee's role in recommending funding of the submitted projects to the Springfield City Council.

Materials referred to and included in the folders the guests received:

Department of Revenue (DOR) funding chart

Open Space Map

Overview of the Community Preservation Act

Overview of the Community Preservation Committee

Projects funded in 2018 and 2019

Application cover sheet and application instructions

Elizabeth Lederman and Liz Stephens from the McKnight Neighborhood Council shared their experience in crafting an application that received funding in the last cycle for the creation of the Westminster Children's Park. Ms. Lederman described the process the McKnight Council used to gain support for their project. She emphasized the importance of soliciting letters of support, engaging with knowledgeable partners and recruiting support from citizens in the neighborhood and the Council. Since this was a Parks and Recreation project, Ms. Stephens emphasized the importance of meeting with the Parks Department and using approved City vendors. Mr. McCarroll added that funding for an interdepartmental grant doesn't require the proof of work being done before releasing the funds but non-city projects require receipts up to the amount of the grant before reimbursement is authorized.

Colleen Moynihan from Campus Neighbors of Springfield in 16 Acres outlined the process her group used to secure funding for reclaiming Venture Pond. This was also a Park supported project and Moynihan reiterated the importance of meeting with the Park Department to gain support in addition to soliciting support of neighborhood resources and interested parties. Ms. Moynihan strongly suggested that anyone applying for funding brainstorm with their group and think about long term strategies, costs (not necessarily financial) and to review the (DOR) grant chart (DOR). Ms. Moynihan created an outline and distributed the handout to the audience and it included discussion topics: What's your Goal? Impact of the Project? How will this project enhance Springfield? What is the importance of the project? (may not be the goal). (The outline was later emailed to each participant along with a quick survey for feedback about the event).

Mr. McCarroll reviewed the application process and DOR chart. A discussion followed regarding Community Housing and the income limits for such projects. (This information can also be found on the City website on the Community Preservation Committee page.)

CPC priorities for the current cycle were discussed including the requirements for seeking funds in each category. The audience was referred again to the DOR chart for housing projects that would require restrictions and affordability, reminded to contact the Parks Department for support of Park and Rec projects and to solicit support for Historical projects from local preservation groups.

Adjourned at 7:30 pm

Springfield Community Preservation Committee
March 3, 2020 at 6 pm
Wesley Methodist Church, 741 State Street, Springfield

Present: Gloria DeFillipo, Robert McCarroll, Terry Mitchell, Ralph Slate, Juanita Martinez, Willie Thomas

Absent: LaMar Cook and Terry Rodriguez

Mr. McCarroll began the meeting at 6:00 pm.

- Approval of minutes from February 11, 2020
- A review of expenses and project updates from 2018
- First Time Homebuyers needs an extension of time. Mr. Slate moved to allow the extension and Ms Martinez seconded. The motion passed.
- Update on 2019 Projects:
 - 9 Park Department contracts were signed
 - 1 contract not ready in Mason Square; an affordability restriction is needed
- Neighborhoods are requesting a meeting with the Park Department so they can be up to date on what is happening or proposed for their neighborhood.
- Letter of support must accompany each application, however there is some concern about Park Commission meetings. Mr. Slate made a motion that they can submit a letter communicating that they are on the Park Commission agenda in April or May. It was

seconded by Ms DeFillipo The motion passed.

- Our next meeting will be April 7.