



Community Preservation Committee

Regular

~ Minutes ~

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

Kevin Chaffee

Thursday, June 25, 2020

6:00 PM

Utilizing Remote Collaboration Technology

I. Call to Order

6:00 PM Meeting called to order on June 25, 2020 at Utilizing Remote Collaboration Technology, (Online), Springfield, MA.

Attendee Name	Title	Status	Arrived
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II. Public Portion

III. Minutes

Springfield Community Preservation Committee Remote Meeting June 25, 2020

Present: Lamar Cook, Gloria DeFillipo, David Finn, Juanita Martinez, Robert McCarroll, Terry Mitchell, Ralph Slate, Willie Thomas

Absent: Terry Rodriguez

Robert McCarroll began the meeting by introducing the Committee; Gloria DeFillipo: Planning Board Representative, David Finn: The Historical Commission Representative, Juanita Martinez: Conservation, Terry Mitchell: Neighborhood, Terry Rodriguez: The Park Department, Ralph Slate: Neighborhood Representative, Willie Thomas: The Housing Authority and Myself, Bob McCarroll: The Springfield Preservation Trust

Robert then stated that there was a request from Housing regarding the First Time Homebuyer Program assistance that we recommended two cycles ago that and they still have money left. They would like to raise the amount that they could give to an eligible household. It was \$2,500 HUD is allowing them to raise the amount for folks who have less than eighty percent of metropolitan median income to giving them \$4,500 and they want to do the same with CPA. Robert DeMuis from the office of housing is here and he would like to say a few words regarding this?

Mr. DeMuis began by stating that the HUD funds that we had for years in the city was \$2,500 for people that were making up to eighty percent of the median income. We made the decision to raise it up to \$4,000 per household. We still have \$44,000 left in the CPA fund

and we would like to keep one application. People can apply if they are up to one hundred percent median income and we can give them all the same amount. It would be great to increase the amount for people who are earning one percent to one hundred percent of the area median income.

Robert then asked the committee if they had any further questions. Robert then made a motion to approve the office of Housing's request to raise the ceiling for the First Time Homebuyer program up to \$4,000 per eligible households. Gloria DeFillipo made the motion.

Robert then stated that we will now take a roll call vote:

All in Favor: Mr. Cook, Ms. DeFillipo, Mr. Finn, Ms. Martinez, Ms. Mitchell, Mr. Slate,
Mr. Thomas, Mr. Mc Carroll

Robert then asked the committee to adopt the minutes from the June second meeting and asked do we have a motion to that affect. Mr. Finn made the motion for the June second meeting. Mr. Slate then second the motion. Robert then called a roll-call vote:

All In Favor: Mr. Cook, Ms. DeFillipo, Mr. Finn, Ms. Martinez, Ms. Mitchell, Mr. Slate
Mr. Thomas, Mr. Mc Carroll

Robert then stated that last year we asked the Pioneer Valley Planning Commission for some local technical support from Shannon Walsh their preservation planner. Shannon will review the plans for any project that is an Historic Resource that is being assisted by any CPA money that is not already a tax credit project. If you are a tax credit project the state is already reviewing you. Shannon has already done that and we have had only one project and her assistance ends at the end of the fiscal year. This will be a vote to request the Pioneer Valley Planning Commission to give us continued technical assistance in reviewing the historic resources that are being aided by CPA money. At this time Mr. Slate made a motion to request that the Pioneer Valley Planning Commission continue assistance for us on Historic Projects. Ms. Mitchell second the motion. Robert then stated we will take a vote.

All in Favor: Mr. Cook, Ms. DeFillipo, Mr. Finn, Ms. Martinez, Ms. Mitchell, Mr. Slate
Mr. Thomas, Mr. McCarroll

Robert then stated Karen Lee our Administrative Consultant is on a yearly contract and it will soon be up and we can indeed do it. I have spoken to the Procurement Office and we have the ability to increase the contract without going out for RSP up to twenty-five percent. When we created this position and put out the initial RSP we made some guessed amounts as to how much time the administrative consultant would spend. Karen is spending a little more than that time.

So I am suggesting that we authorize that when we renew the contract we take the advantage of increasing to twenty-five percent so that we have enough leeway so we can handle her hours. Robert then asked Karen if she would like to say a few things.

Karen began by stating her work ranges from twelve to twenty-two hours per week.

The contract increase of 25% will max the hours at twenty-two hours per week and allow for flexibility during heavier work weeks.

What I'm finding is that the outreach piece takes additional time and I think it's important to develop more access to reach people and let them know that CPA is a resource. As we move forward into the next cycle, we can expect to see some increase in the outreach aspect of the position. Mr. McCarroll asked those present if they had any questions.

Mr. Slate made a motion that we reauthorize Karen's contract for the Administrative position for the next year with an increase of twenty-five percent in the hours and the cost associated with those hours. Mr. Finn second the motion.

All in Favor: Mr. Cook, Ms. DeFillipo, Mr. Finn, Ms. Martinez, Ms. Mitchell, Mr. Slate, Mr. Thomas and Mr. McCarroll

Robert then stated we voted on the budget at the last meeting and then I had a conversation with the comptroller and he said you really should use the figure that comes in this year. We were using the figure that came in several years ago. Robert then asked Karen if she could read the FY21 Draft Budget Revised June 2020. At this time Mr. Slate made the motion to increase the reserve. Mr. Slate made the motion to increase the reserves to \$192,621. Ms. DeFillipo second the motion. Robert then stated we will take a vote now.

All in Favor: Mr. Cook, Ms. DeFillipo, Mr. Finn, Ms. Martinez, Ms. Mitchell, Mr. Slate, Mr. Thomas and Mr. McCarroll

Robert then stated that we have met with all of the twenty-five applicants and we gave them time to give us any information that we needed including support letters. Robert then stated that Karen had forwarded all of those to you. Your assignment for this meeting was to go through the twenty-five applications and to come in with your top eight projects and the amount of money you would give them. We will go through and Karen will put them up on a spread sheet and you should have received your own spreadsheets and after that we will have a discussion on every one of the projects and see if we have any additional questions. With this being said we are only a recommending body. Our recommendations are sent to the City Council and we cannot vouch for the City Council and I would hope that we would have our recommendations to them by late August or September. How long they take and whether they approve them is their prerogative. What ever gets approved the Law Department still has to draw up the contracts to get the money to the entities. So with that being said we will start

with Lamar.

Robert then suggested that they take a moment to tally how many responses each project got.

Ralph then asked we have these various votes the projects that I selected were for less than the total amount that could be awarded. So my question is if someone doesn't get a vote are they precluded from funding. Robert answered that we will tally up and start discussing from the project that got the most response to all the way to the projects that got no responses. When we meet the next time we will start voting on projects and we will go until we run out of money or we have run out of projects that we really feel that we want to recommend them to the City Council.

Robert then stated that we will start discussing each project starting with the project that got the most responses. We will discuss the list including the ones that got no responses. Everyone will be discussed tonight. You will have a lot to mull over when we actually start to vote and then we have to consider the dollar amounts. When we vote we have to be mindful if we help a housing project and we take it from the housing reserve we need to note that.

We are going to start the discussion with the ones that got the most as I'm looking at this the highest score was Re-Green Springfield.

At this time Juanita stated that The Long Pond feasibility study did cause some concern. Robert then stated that initially they asked for \$100,000 half of that was for tree removal and dredging and that is no longer taking place. So now they are asking for \$50,000 and it will be for a study of all of the ponds plus the Chicopee River Front.

Please Review the Attached Project List

Karen addressed those present with a suggestion that we invest in our own Zoom account which is probably like \$120.00 a year. Robert then stated that we have to have a Zoom account so that other people can watch but not necessarily participate in or will they then simply be watching us on our Facebook account. Karen stated that it would be a Zoom account that we would put on Facebook and that would be the public portion of it. Only invited people would participate. Robert stated that we have to do something sooner rather than later so I would look forward to a motion that authorizes us to do that then. Karen stated that if we want to allocate it we will just wait to make the purchase. Focus Springfield has been really generous

with their time. Robert then stated that \$200 is a pittance to pay to make sure that we have Zoom for the remainder of this year at least. I do not know budget wise but as of June 30th the Budget for 2020 is caput. I don't know if we wait for July 1st to order the Zoom account whether we can do that. I guess what I am suggesting is to have a motion just to authorize Karen to purchase a zoom account that will get us to at least four or five months down the road and to get it soon. I don't want to find that on July 1 the answer from the city is you don't have a City Council approved budget so therefore you can't buy anything until City Council meets and they aren't meeting until July 20th.

Ralph made a motion to purchase a Zoom account up to \$250.00 and David second the motion.

A vote was taken all in favor: Ms. DeFillipo, Mr. Finn, Ms. Martinez, Mr. Slate, Mr. Thomas, and Mr. McCarroll.

The next meeting will be held on Tuesday July 21, 2020 at 6:00PM

At quarter to nine a motion to adjourn was made. Juanita made the motion to adjourn. All present agreed.

Project List



2020 Project
Proposals Ranked - 01

Cost CPA Requests

Project	Applicant	Location	Total Cost	CPA Request	Ranking
ReGreen Springfield Invasive Plant Program	Regreen Springfield	various parks	\$51,960.00	\$40,635.00	8
Springfield Bike Park Study	Department of P,B&RM	unspecified	\$80,000.00	\$80,000.00	6
Thompson Triangle Park Fountain	McKnight Neighborhood Council,inc.	McKnight	\$46,000.00	\$46,000.00	6
Marshall Roy Field Park Walking Path	East Springfield Neighborhood Council	East Springfield	\$101,550.00	\$101,550.00	5
Duggan Park	Department of P,B&RM	16 Acres	\$2,000,000.00	\$250,000.00	4
Elias Brookings Apartments	Home City Development,Inc.	Hancock Street	\$19,476,351.00	\$500,000.00	4
Forest Park Aquatic Gardens Gazebo	Department of P,B&RM	Forest Park	\$130,000.00	\$110,000.00	4
GWV Smith Art Museum Exterior Preservation	Springfield Museums	Quadrangle	\$269,521.00	\$165,587.00	4
Historic Home Renovation Program	Office of Planning & Economic Development	McKnight	\$200,000.00	\$200,000.00	4
Kilroy House Exterior Restoration	Springfield Museums	Chestnut Street	\$427,725.00	\$92,755.00	3
Long Pond Feasibility Study	Indian Orchard Citizens Council	Indian Orchard	\$104,000.00	\$100,000.00	3
Building Beauty for the Community	Youth Social Education Training Inc	57 School Street	\$33,600.00	\$33,600.00	2
Marshall Roy Field Park Spray Pool	East Springfield Neighborhood Council	East Springfield	\$245,800.00	\$245,800.00	2
Spanish American War Memorial Monument	Department of P,B&RM	Memorial Square	\$150,000.00	\$150,000.00	2
Classical High Restoration Program	Classical High Condominium Trust	235 State Street	\$150,000.00	\$120,000.00	1
Emergency Rental Assistance for COVID-19	Way Finders, Inc.	citywide	\$250,000.00	\$250,000.00	1
Highland Heritage Rail Trail	Highland Heritage Rail Trail Inc	8 neighborhoods	\$100,000.00	\$100,000.00	1
Reuse Wood to Reuild Wealth	Greater New Life Christian Center	citywide	\$20,000.00	\$20,000.00	1
Rockrimmon Boathouse Adaptive Reuse Study	Pioneer Valley Riverfront Club	Brightwood	\$50,000.00	\$35,000.00	1
Zoo in Forest Park	Forest Park Zoological Society	Forest Park	\$274,000.00	\$250,000.00	2
McKnight District Common Areas Restoration	McKnight District Improvement Assoc,Inc.	McKnight	\$390,000.00	\$390,000.00	0
Preservation Revolving Fund	McKnight Community Development Corp	McKnight	\$260,000.00	\$260,000.00	0
Model Mixed Income Affordable Ownership	Open Housing of Western Mass	McKnight	\$592,000.00	\$100,000.00	0
Spfd Comunity Land Trust Revolving Loan Fund	Springfield Community Land Trust	Mulberry Street	\$250,000.00	\$250,000.00	0
Trinity House Women in Crises Shelter	Holy Trinity Church	51-53 Bay Street	\$249,627.00	\$124,813.00	0
Totals			\$25,902,134.00	\$4,015,740.00	

Committee Totals

Project	LC	GD	DF	JM	TM	RS	WT	RM	TR	Consensus
ReGreen Springfield Invasive Plant Program	\$40,635.00	\$40,635.00	\$40,635.00	\$40,635.00	\$40,635.00	\$40,635.00	\$40,635.00	\$40,635.00		8
Springfield Bike Park Study	\$80,000.00	\$80,000.00	\$80,000.00		\$80,000.00	\$80,000.00		\$80,000.00		6
Thompson Triangle Park Fountain	\$46,000.00	\$46,000.00	\$46,000.00	\$46,000.00	\$46,000.00		\$46,000.00			6
Marshall Roy Field Park Walking Path		\$101,550.00		\$101,550.00	\$100,000.00	\$101,550.00		\$101,000.00		5
Duggan Park	\$250,000.00		\$250,000.00		\$200,000.00		\$250,000.00			4
Elias Brookings Apartments	\$250,000.00		\$400,000.00		\$200,000.00			\$250,000.00		4
Forest Park Aquatic Gardens Gazebo		\$110,000.00		\$110,000.00		\$110,000.00	\$110,000.00			4
GWV Smith Art Museum Exterior Preservation				\$165,587.00		\$165,587.00	\$165,587.00	\$165,587.00		4
Historic Home Renovation Program		\$100,000.00		\$200,000.00		\$200,000.00		\$200,000.00		4
Kilroy House Exterior Restoration			\$92,755.00	\$92,755.00				\$92,000.00		3
Long Pond Feasibility Study	\$100,000.00	\$100,000.00			\$100,000.00					3
Building Beauty for the Community				\$33,600.00		\$33,600.00				2
Marshall Roy Field Park Spray Pool			\$245,800.00				\$245,800.00			2
Spanish American War Memorial Monument							\$20,000.00	\$20,000.00		2
Zoo in Forest Park			\$200,000.00		\$100,000.00					2
Classical High Restoration	\$120,000.00									1
Emergency Rental Assistance for COVID-19		\$175,000.00								1
Highland Heritage Rail Trail	\$100,000.00									1
Reuse Wood to Reuild Wealth							\$20,000.00			1
Rockrimmon Boathouse Adaptive Reuse Study						\$35,000.00				1
McKnight District Common Areas Restoration										0
Preservation Revolving Fund										0
Model Mixed Income Affordable Ownership										0
Spfld Comunity Land Trust Revolving Loan Fund										0
Trinity House										0
Totals	\$986,635.00	\$753,185.00	\$1,355,190.00	\$790,127.00	\$866,635.00	\$766,372.00	\$898,022.00	\$949,222.00		