



Community Preservation Committee

Regular

~ Minutes ~

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

Kathy Calvanese

Tuesday, June 6, 2023

6:00 PM

Utilizing Remote Collaboration Technology

I. Call to Order

6:00 PM Meeting called to order on June 6, 2023 at Utilizing Remote Collaboration Technology, (Online), Springfield, MA.

II. Public Portion

Springfield Community Preservation Committee

June 6, 2023

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/SpringfieldCommunityPreservationCommittee/> <<http://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: - Juanita Martinez (Conservation Commission Representative) - Gloria DeFillipo (Planning Board Representative) - Clinton Harris (Park Department Representative) and Robert McCarroll (Springfield Preservation Trust), Willie Thomas (Housing Authority), Yolanda Cancel (Neighborhood Representative), Judy Crowell (Historical Commission) Rhonda Sherrell - (Neighborhood Representative) - Steven Bosworth (Neighborhood Representative).

Call to Order

Approve Minutes of May 16

FY 2024 Budget

Contract Extension Requests

East Springfield Library Reading Outdoor Room

Adopt General Conditions for Recommended Projects

2023 Applications Recommendations

Administrator's Updates

Other Matters

Set Next Meeting Date

Minutes

Approval of May 16, 2023 Minutes. Motion to accept the minutes by Gloria and seconded by Rhonda. Unanimous vote. Motion passed.

FY 2024 Budget. The Comptroller suggested we can expect about 2M from the local surcharge. We've been advised to be conservative due to lower home sales and registry fees. Therefore we'll work off a 20% state contribution or \$400,000.00 until the DOR advisory says otherwise. The comptroller suggested we carry \$40,000 interest for a grand total of \$2,440,000. Accordingly 10% is reserved for each category or \$244,000 for Community Housing, \$244,000 for Historic Resources and \$244,000 for Open Space and Recreation and \$70,400 for administrative expenses. The remaining balance of \$1,629,600.00 is the Undesignated Reserve.

Motion to adopt the FY2024 budget. There was no discussion. Motion to accept by Clinton seconded by Juanita. By unanimous vote. Motion passed.

Contract Extension Requests

East Springfield Library Reading Outdoor Room

Request contract extension to November 30, 2024.

The library applied for the 2024 Mass Board of Library Commissioners Construction Grant Program for renovation and addition to the East Springfield Branch. This is a competitive grant process and awards will be announced in October, 2024. If they receive the grant award, they will proceed with the CPC grant and incorporate the design around the new addition. If not funded they would proceed with the original landscaping design.

Discussion by the committee on the length of time, when construction might begin and expected end date. The item was tabled for more clarity from the library.

Motion to table by Rhonda, second by Steve. All in favor except for Clinton who voted no.

Adopt General Conditions for Recommended Projects

Funding Conditions (all conditions may not be applicable):

1. Studies or non-construction projects should carry a CPA acknowledgement on the cover page. The language should include “x study received funding (or in part) from the people of Springfield through the Community Preservation Act”. When possible use the SCPC logo (without the committee tag). Send a copy of the study and executive summary to cpc@springfieldcityhall.com
2. Construction projects should carry a temporary banner (to be provided) recognizing CPA and a permanent smaller sign/plaque upon completion (to be designed in cooperation with the SCPC) with the following language (*Project*).... *funding in part from the people of Springfield through the Community Preservation Act*.
3. Once the project has commenced, please **send a photo of the temporary banner placed at the project site** to cpc@springfieldcityhall.com [<mailto:cpc@springfieldcityhall.com>](mailto:cpc@springfieldcityhall.com) and a photo of the completed project.
4. If the grantee plans a media event or dedication, the SCPC shall be acknowledged and/or invited.
5. A press release from your office or the SCPC is expected.
6. Quarterly reports are required January 15, April 15, July 15 & October 15 starting three months after the contract is fully signed.
7. Work to Historic Resources must meet Secretary of Interior's Standards and be reviewed by SCPC's preservation consultant prior to the contract being signed.
8. Historic resources not already subject to the exterior controls of a local historic district (LHD) must petition to become a LHD.
9. SCPC shall be notified if contingency funds are accessed
10. Work to be completed by November 30, 2024 unless otherwise noted
11. Any funds not used should be returned to SCPC with a brief explanation and the amount. Send an email to cpc@springfieldcityhall.com [<mailto:cpc@springfieldcityhall.com>](mailto:cpc@springfieldcityhall.com)

Motion by Steve and Second by Juanita to amend #10 to read *Work to be completed within one year of the contract date or unless otherwise specified.*

All in favor. Motion to adopt the conditions. All in favor.

2023 Applications Recommendations

Total funding request: \$5,183,844

CPA funds available: approximately \$2 million dollars. The Comptroller will know the available funds to recommend once the fiscal year closes.

CPA funds are first distributed in each reserve account. The reserve account for each category is 10% of the CPA available funds.

The Committee discussed and voted to recommend the projects listed on the chart below:

Project	Rank	Applicant	Category	Requested	Recommend	Open Space/Recreation \$262,800.00	Historic \$278,300.00	Housing \$262,800.00	Undesignated Reserve 1,661,951.22	Total Reserves
Conversion and reuse Indian Orchard Fire Station	7	City of Springfield (owner) & Indian Orchard Citizens Council (Partner and future tenant)	Historic Resource	\$250,000.00	\$250,000.00		\$250,000.00			\$250,000.00
Historic Homes Restoration Program for homeowners	7	Springfield Community Preservation Committee	Historic Resource	\$250,000.00	\$250,000.00		\$28,300.00		\$221,700.00	\$250,000.00
Stabilization of building, masonry, and other repairs. 7-9 Stockbridge Street Rehabilitation	6	Springfield Preservation Trust, Inc.	Historic Resource	\$150,920.00	\$150,920.00				\$150,920.00	\$150,920.00
Improvements to exterior, masonry and removal of non-historic items	5	Community Music School of Springfield (CMSS)	Historic Resource	\$14,470 should be \$14,740	\$14,470.00				\$14,470.00	\$14,470.00
Gunn Block Building restoration	5	Napolitano Investments, LLC	Historic Resource	\$250,000.00	\$250,000.00				\$250,000.00	\$250,000.00
Angelina Park Improvements	4	East Springfield Neighborhood Council	Recreation	\$250,000.00	\$250,000.00	\$250,000.00				\$250,000.00
Windows and masonry work	4	Daniel's New Bethel Church of God in Christ	Historic Resource	\$80,000.00	\$80,000.00				\$80,000.00	\$80,000.00
Kilroy House Exterior Restoration (Phase 3)	4	Springfield Museums	Historic Resource	\$250,000.00	\$250,000.00				\$250,000.00	\$250,000.00
Myrtle Street Park Enhancements	4	Indian Orchard Citizens Council	Recreation	\$249,554.00	\$249,554.00	\$12,800.00			\$236,754.00	\$249,554.00
Repair/restoration of exterior	4	Immaculate Conception Church	Historic Resource	\$45,000.00	\$45,000.00				\$45,000.00	\$45,000.00

The Committee was instructed to prioritize and rank the remaining #2s and #1s projects for discussion at the next meeting.

Administrator's Updates

The Parks department sent their progress reports and a request for extensions. The information will be forwarded for discussion next month.

Historic Homes. Two homes are complete and the plaques to install on their homes will be delivered this week. A third home is in process and two more homes are ready to start.

Other Matters

The Chair asked for a motion to request free 15 hours of Local Technical Assistance from PVPC. Gloria made the motion and Clinton Second. All in favor. Yes. Reminder for new members, all historic resources will need review by a preservation consultant.

Next meeting. The next scheduled meeting falls on July 4. A Poll will be sent to members to select another date.

Motion to adjourn made by Gloria and Second by Clinton **All in favor. Yes.**