

**CITY OF BEVERLY
PUBLIC MEETING MINUTES**

BOARD OR COMMISSION: City of Beverly Community Preservation Committee
DATE: August 20, 2026
LOCATION: Beverly Police Station, Community Room, 175 Eliot Street
MEMBERS PRESENT: Chair Wendy Pearl, Vice Chair David Ershun, Nancy Marino, Heather Richter, Michael Vigorito
STAFF PRESENT: Jean Delios, Community Preservation Act Coordinator; Beth Oldmixon, City Solicitor
RECORDER: Kristan Patenaude

1. Call to Order

Chair Pearl called the meeting to order at 7:00 p.m. and members introduced themselves.

2. Consultation and Q & A with the CPC

The CPC encourages the public, current or potential applicants, and other interested parties to bring their questions/comments to the meeting during this 15-minute session.

None at this time.

5. CPA Project Updates and Reports – *The Committee took up this item at this time.*

b. Girdler House Generator_OOC-3_2024 – Status update or potential closeout

Beth Oldmixon, City Solicitor, explained when the Girdler House originally applied under affordable housing, it was not allowed because the Girdler House does not have any affordable housing restrictions on it. The Girdler House then reapplied as a historic property, and they had the Historic District review the property and designate it as historic. They were then allowed to proceed under the preservation of a historic property. This was on the edge of what is allowed because the ability to preserve a property to support the building envelope and the structure cannot be for the comfort of the people inside the building. There was a question regarding the defensible reason to allow this under those categories. The Committee was provided with information about the generator and any due diligence completed ahead of time, including how much it might cost and the project breakdown. Since that time, it became apparent that the hook up to the gas line from the street was referred to as low flow, however it is actually low pressure. The issue is that there is a 4" line coming in and it needs to be a 7" line. The Girdler House noted that a National Grid engineer had had reviewed this originally and signed off on it. It is unclear if someone actually visited the site or if someone from National Grid gave a verbal okay. It is unclear why National Grid would have said this was okay when it actually was not. The Girdler House sent the specs for the generator that they had installed, and it very clearly states on the specs that it requires a 7"-11" pipe. It is unclear why there was a disconnect between a 4" and 7" pipe. Also, in terms of the scope of work from the contractor they hired, there are not many specifics. It states that a 4" conduit will be installed from the transfer switch to the generator, but it is unclear if the contractor had a conversation with National Grid and was told that was okay,

or if the contractor simply looked at the size of the pipes and if they could align with the generator that was being installed. There are a lot of questions as to how the Girdler House ended up in this position and how there was such a miscommunication about how the generator would be connected. When the City does work with National Grid, there is a lot that goes into making sure that everything will align properly. It is surprising that the project got this far before a problem was noticed. Before the Committee decides whether they want to provide additional money to the Girdler House, there should be some due diligence done to determine if there is another source of funding for this project because it is a substantial amount. At the end of the day, this is the taxpayers' money, right. It should be considered if there is another place for the Girdler House to turn for this money, not necessarily the CPC.

Marino stated that it is unclear if the contractor from National Grid did its due diligence in the process. Oldmixon agreed that if there is a sign off somewhere from National Grid that makes this clear, then the Girdler House should be able to go back to National Grid regarding the costs. It is unclear how the initial sign off occurred. It appears that the same generator was installed as was originally considered, but she is unsure on this. Delios stated that she was told there was a site visit by National Grid with an electrician, but there was nothing formal and no follow up email to confirm this. Pearl asked if the plumbing quote was received and the Girdler House assumed the 4" pipe was fine.

Pearl stated that the Girdler House could choose to submit a new application for the next cycle. Oldmixon stated that the Girdler House could also seek to amend its existing application, which it is trying to do in a way by requesting additional funds. Pearl stated that the Committee could determine an amendment to not be appropriate, and the Girdler House could still submit a new application in the next cycle. The Committee has to determine whether it believes the generator hookup can be sought under the category of preservation. Oldmixon stated that the Committee should make sure there is not another entity that the Girdler House should seek funding from for this project. It is worth checking with both the Girdler House and National Grid to obtain a record of who visited the site originally and what was discussed.

Oldmixon stated that she believes the Girdler House could look to one of the other entities involved to help cover some of the delta of costs. It is unclear if the utility upgrade is only for the generator or the entire house. This may make a difference as to if it was a maintenance upgrade or just the generator. Pearl stated that, if the generator is determined to be the tool for preservation, then the upgrade to the generator would be okay to cover.

The Committee agreed that it would generate a list of questions to pose to Girdler House. Pearl stated that the Girdler House mentioned that a licensed plumber pulled a plumbing permit but there is no date listed. Oldmixon stated that she spoke with the Building Inspector who talked with the electrical inspector and it was relayed that generators are unique and they go by what the code says. Delios stated that the Girdler House says the generator was recommended by the generator company. Pearl asked about the Girdler House getting a smaller generator. Oldmixon noted that it could also be switched to diesel or propane which may not be very expensive, though then the fuel would need to be stored and there is not much space to do so. Pearl stated that, of the \$77,000, \$37,500 is for a booster pump, which is a material cost. The Committee

could ask the applicant to consider alternatives. It was noted that the Girdler House stated that the existing generator was installed without a permit and it is unclear if the line is compatible for that one.

Delios stated that she would send along a list of potential questions for the Committee to add to. Pearl stated that she believes the Girdler House should ask National Grid for field notes.

3. CPA Funding Round 14

a. Finalize application process and edit application materials

Pearl stated that the application materials were shared with the Committee and the forms are the same as last year.

b. Prepare for 9/10/26 CPC Public Hearing – legal ads appear 8/26 and 9/2

The Committee discussed the slide deck to be used for the presentation. Marino agreed to introduce people to talk about their projects. There was a suggestion for the Committee to briefly review projects instead of having individuals come into the meeting. The Committee discussed which past projects it would review for examples.

The Committee reviewed the disbursement process. Delios noted that the disbursement is not always a three part process. She noted that edits to the documents would be made and sent to the Committee for review.

c. Review public notices, press release, other types of outreach

There was agreement that information on these items will be shared as soon as it is available. Delios stated that she reached out to the press to let them know a press release is coming. She plans to release this on Monday. She continues to work with the Mayor's Office on social media items.

4. FY27 CPA Budget and Current Financial Snapshot

a. CPA Current Financial Snapshot

The Committee reviewed the current financial snapshot. Delios explained that she works with the Finance Director on this item. It budgets for FY27 and carries the actuals for the previous year. The available balance is shown by reserve.

b. Vote on FY27 CPA Budget Proposal

Pearl: Motion to recommend the draft FY27 CPA budget in the amount of \$1,344,134 including the State match of \$176,560 to be used in accordance with the statute: 10% historic resources reserved in the amount of \$134,413; 10% community housing reserved in the amount of \$134,413; and 10% open space reserved in the amount of \$134,413. The remainder of the budget will go toward the general

budget reserve in the amount of \$873,687 plus the administrative budget at 5% in the amount of \$67,207. Ershun seconds. Motion carries (5-0).

5. CPA Project Updates and Reports

a. Independence Park_OOC-1_2024 (Study) - Review of supporting documentation

Pearl explained that there was previously concern with some of the lack of documentation and invoicing on this project. Questions were asked of the grantee and answers were provided. The Committee should discuss if it is satisfied that all requirements of the grant agreement have been provided. The City Solicitor stated that the Committee can ask about items within the grant agreement but items outside of that would be more speculation.

The materials were reviewed. There was agreement on the Committee that this item has been taken as far as it could be. The grantee has carried out three studies and complied information for the supporting documentation. All of the information will be included as part of the record on this item.

b. Girdler House Generator_OOC-3_2024 – Status update or potential closeout

This item was previously discussed.

c. Legacy Projects (Gruppe Mural, Solar Now, Historic Survey of Downtown)

Delios stated that the Gruppe Mural sent a photo, but it does not appear this project will meet the grant agreement deadline of October 1st. The grant agreement can be extended, or the Committee can decide that a deadline of November is good enough. The grantee has not received any funding toward this yet but did complete a number of 50% reports. The Committee agreed to extend the grant agreement deadline to December 31st.

Richter: Motion to extend the grant agreement deadline for the Gruppe Mural to December 31, 2026. Marino seconds. Motion carries (5-0).

Delios stated that the Solar Now project has repeatedly stated that the project was on target. The MOU deadline is September 30th, and she does not believe this will be met. A permit was applied for and there was some discrepancy between the scope of work and the actual permit. This stalled the process to make sure the two items matched.

Richter: Motion to extend the contract deadline for the Solar Now project to December 31, 2026. Ershun seconds. Motion carries (5-0).

Delios stated that the last payment for the Girdler House Generator will be held. The end date for the MOU was December 31, 2025. Pearl stated that the agreement can likely not be amended then. The Committee agreed to finish the discussion on this item at its September 17th meeting.

d. Independence Park_OOC_2025 (Improvements) – 50% Status Report

Delios stated that the report was completed. Finishing touches were being made to the gravel path. The Committee agreed that it would review this at the next meeting.

6. CPC membership and meeting schedule – Updates

The Committee welcomed new member, Michael Vigorito.

Delios stated that Carol Girard is interested in serving and this will be addressed by the City Council. There are still two open spots from Conservation and Parks & Rec. It is up to those boards to appoint someone. There could be consideration to amend the ordinance to allow for a fallback plan if the boards cannot find someone to appoint.

The Committee agreed to meet on September 10th and September 17th. The Committee agreed to consider alternate dates for meetings, if needed.

7. Approval of minutes

a. June 18, 2026

Ershun: Motion to approve the meeting minutes of June 18, 2026, as presented. Marino seconds. Motion carries (4-0-1).

8. Other items not known in advance of the posting of this agenda

The Committee agreed to discuss potential trainings at a future meeting.

9. Adjourn

Marino: Motion to adjourn the meeting at 8:44pm. Ershun seconds. Motion carries (5-0).

Next Meeting(s): Public Hearing September 10, 2026; Monthly Meeting September 17, 2026