



The Town of Barnstable
Growth Management Department
367 Main Street, Hyannis, MA 02601



Office: 508-862-4678
Fax: 508-862-4782

Jo Anne Miller Buntich
Interim Director

Community Preservation Committee

MINUTES June 22, 2009

In attendance: Lindsey Counsell, Tom Lee, Marilyn Fifield, Terry Duenas, Laura Shufelt, Paula Schnepf and Town Council liaison Janet Joakim

Meeting called to order at 5:01 pm

Minutes of May 18, 2009

Motion duly made by Laura Shufelt, seconded by Tom Lee to approve the minutes of March 30, 2009 as amended

Vote: So voted unanimously

Public Comment - none

Correspondence

- * Letters of support - none received
- * Letters of opposition – none received
- * Letters of Interest
 - * Zion Union Methodist Church (*Historic*)
- * Miscellaneous
 - Letter from Hyannis Public Library – status of pending application
 - Letter from Land Acquisition and Preservation Committee – letter of conditional support for Bay Point Conservation Restriction project

Application Discussion / Decisions

Town of Barnstable – DPW, Town Hall Exterior Envelope Restoration Project – *Historic*

Review provided by Mark Ells, Director DPW; also present John Juros – Owners Project Manager, DPW, Michael Teller – Architect CBI, and Mark Milne – Director of Finance

- This project is a high priority for both the Town Council and the Town Manager
- Michael Teller Identified four critical target areas: Slate roof, Copper features, Masonry and Windows; reviewed details and recommendations; stated that end result would ensure the ‘historic character’ of the original building; assuring that the materials used would be of same style and coloring
- John Juros reviewed preliminary project budget; questioned about contingency costs; reiterated that these cost estimates were developed and is still in the design phase
- Mark Ells agrees with the preliminary budget set forth by John Juros and assures the CPC members that all phases of the project will be tracked step by step as it progresses and payment requests come forward; small grant with match requirement anticipated; large balance remains
- Window issues: replacement materials and costs discussed



Community Preservation Committee

- Mark Milne provided funding options; discussion followed which included loan payments, debt service, and other alternatives
- CPC members discussed their preferences and reasons for their preference; between options #2 and #3
- Project management: Architect fees in the project cover the design (reviewed by DPW and CPC); process and procedure will need to be developed through Growth Management Department to review documents as they are submitted
- CPC members want to see funds used, just not all of it so that some funds remain for other projects, some of which are in the queue already and some which will inevitable come forward

Motion duly made by Laura Shufelt, seconded by Tom Lee, recommending that the Town of Barnstable preserve the historic resource consisting of the Town Hall Building by following the recommendations of the report submitted by CBI with an estimated cost of \$3,094,811 and to reach that sum of \$3,094,811, we would take \$429,771 from the existing Historic Preservation fund balance, \$1,332,520 from both the undesignated fund balance and borrowing for a total of \$3,094,811, and that the project has oversight by the Community Preservation Committee throughout the disbursement of funds

Discussion

- Paula Schnepf requests that CPC members receive a copy of both the Order and Rationale prior to its coming before the Town Council
- Town Attorney David Houghton identifies that oversight by the CPC would be discretionary as opposed to mandatory

VOTE: So voted unanimously

Bay Point LLC., Conservation Restriction (CR)

- Seeking half of required amount - \$137,500
- Cotuit Water District voted in favor of the project

Motion duly made by Laura Shufelt, seconded by Tom Lee, to move the project of the Town of Barnstable for a conservation restriction on the Bay Point LLC project to application and presentation at the next CPC meeting on July 20, 2009

VOTE: So voted unanimously

Town of Barnstable, School Administration Building

Motion duly made by Laura Shufelt, seconded by Paula Schnepf to postpone decision until the report from CBI is submitted.

VOTE: So voted unanimously

70 Stage Coach Road (housing)

- * Both Laura Shufelt and Paula Schnepf recused themselves
- * Quorum being removed due to recusals, letter of interest must be moved to the July 20, 2009 CPC meeting



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Liberty Hall

Represented by David Curtis

- Noted that the application is in process; Liberty Hall will be contributing \$15k of the \$90k needed for the project

Motion duly made by Terry Duenas, seconded by Laura Shufelt to move the letter of interest for the Liberty Hall Club to the application process.

VOTE: So voted unanimously

Zion Union Heritage Museum

- Confirms that the Town of Barnstable owns the museum
- Letter of interest identifies the need for roof repairs
- The previously set up fund for repairs has been expended
- Project will be a public construction project through DPW; but the work itself will be contracted out
- Under the lease agreement, Zion can do repairs and rehabilitation; the Attorney General's office has determined that as long as the construction is not mandated it can be done, then it does not require public bidding; public bidding is not mandated in this case

Motion duly made by Terry Duenas, seconded by Tom Lee to move the Zion Union Heritage Museum to application

VOTE: So voted unanimously

General Discussion

- Detail still in process for the Sturgis Library request; site visit made by the CPC Historic Consultant, Marilyn Fifield and Lindsey Counsell; consultant benefits the process – a valuable asset
- Both Lindsey Counsell and Laura Shufelt attended the recent Town Council meeting where FY10 CPC appropriations were approved
- Terry Duenas requested for CPC members to re-evaluate and prioritize funding criteria for incoming CPC projects, specifically historic projects – i.e. *please note that CPA funding for historic projects is limited....*
- The CPC website is still in process for updates; efforts are being made on a daily basis to reduce the need for excessive paper usage; user friendly capabilities, etc.
- Site visits for pending projects – CPC members are encouraged to contact applicants directly and visit individually

Committee Reports - none

Closing Public Comment - none

The next CPC meeting is scheduled for Monday, July 20, 2009, 5:00pm in the Hearing Room at Town Hall

Motion duly made by Laura Shufelt, seconded by Tom Lee to adjourn the meeting
Meeting adjourned at 6:19pm

Respectfully submitted
Theresa M. Santos
CPC Administrative Assistant