



Town of Barnstable

Community Preservation Committee

www.town.barnstable.ma.us/growthmanagement/PropertyManagement/CommunityPreservation

Lindsey Counsell, Chair
Laura Shufelt, Vice Chair
Marilyn Fifield, Clerk

Theresa M. Santos, Administrative Assistant
Alisha P. Stanley, Project Coordinator

Community Preservation Committee meeting was held on
Monday, **October 18, 2010** in the Town Hall Hearing Room at 367 Main Street, Hyannis at 5:00pm

MINUTES

Members present: Lindsey Counsell, Laura Shufelt, Terry Duenas, Paula Schnepf, Tom Lee, Marilyn Fifield, Sue Rohrbach, Patrick Princi, Rene King; Town Council Liaison Janet Joakim

Also present: Mark Milne, Finance Director

Meeting called to order at 5:07pm

Minutes

Motion duly made by Laura Shufelt, seconded by Paula Schnepf to approve the minutes of August 16, 2010

VOTE: Aye: Counsell, Shufelt, Duenas, Schnepf, Lee, Fifield, Rohrbach, Princi

Abstain: King

Motion duly made by Terry Duenas, seconded by Tom Lee to approve the minutes of September 20, 2010

VOTE: Aye - Counsell, Shufelt, Duenas, Schnepf, Lee, Fifield, Rohrbach, Princi

Abstain: King, Shufelt, Schnepf

Public Comment

Dick Andrade

- Expressed concerns about a tower located at 1731 Service Road
- Concern not in purview of the CPC; issue is being heard before the Zoning Board of Appeals

Jim Kinsella – Marstons Mills / Barnstable Enterprise

- Community garden at the Chili's site; seeking follow-up from request to Alisha Stanley at the September 20, 2010 CPC meeting
- Chair Counsell responded – concept is acceptable under CPA

Correspondence

Letters of Intent (for review at the November 15, 2010 CPC meeting)

Housing Assistance Corporation - Down Payment Assistance at Cotuit Meadows – *Housing*¹

Historical Society of Santuit and Cotuit – *Historic*²

Letter of Support

From Conservation Commission for *Fuller Farm*³

Mark Milne, Director of Finance

- Review of CPA funds: provided: Bond payments; Operating statements; Program area expenditures; Fund balances available for appropriations; Updated schedule of continuing appropriations; Detail of debt service on various projects⁴
- Should the Town Hall project come in less financially than originally anticipated; unexpended funds would be placed into the undesignated fund balance line item

- 2011 CPA State Match of 28% is reflected in the worksheets

Welcome and introduction of new CPC member Rene King

Decisions

Best Buddies

- Applicant is awaiting information from their national board of directors and are anticipating a decision in late November

Hyannis Public Library – Historic

Motion duly made by Laura Shufelt, seconded by Sue Rohrbach that the Community Preservation Committee recommend that the Town of Barnstable preserve the historic resource consisting of the Hinckley Building which houses the Hyannis Public Library on Main Street in Hyannis for engineering services for topographic and detailed survey of the property as requested by the Hyannis Public Library with an estimated cost of \$3,600 and a historic preservation restriction in favor of the Town of Barnstable.

**VOTE: Aye: Counsell, Shufelt, Duenas, Schnepf, Lee, Fifield, Rohrbach, Princi
Abstain: King**

Barnstable Land Trust – Fuller Farm – Open Space

Motion duly made by Tom Lee, seconded by Patrick Princi, that the Community Preservation Committee approve the recommendation that the Town of Barnstable acquire the open space resources consisting of 23.86 acres of land located on Route 149 in Marstons Mills by further protecting the open space, current and future public drinking water supply, as well as habitat and rare species as requested by the Barnstable Land Trust in the amount of \$500k

Discussion

- No written agreement finalized as of yet
- Disposition of house and potential for life estate discussed
- Lease option is beneficial for owner
- Both life estate and lease option are viable options approved by the TOB Legal department; family has legal representation as well
- 21E has not been performed on the bog property yet; a stipulation to be included in the P&S agreement
- Each entity involved (TOB, Owner, State, BLT, etc.) will be kept informed throughout the process
- A vote by the CPC would be supportive and beneficial in the efforts of the BLT regarding the pursuit of state funding
- Agreement is necessary prior to presentation and request for approval at a public hearing before the Town Council; anticipated closing date on or before June 30, 2011
- Contingencies would include the house and the life estate; and what the costs might be and who bears those costs; 21E and who is responsible for the clean up, if any
- Segmentation of the property and public access if that should take place

Amended motion duly made by Paula Schnepf to include the afore mentioned contingencies

Discussion

- Historic restrictions: age and condition of house has not yet been determined
- The condition of state grant money would require a conservation restriction to be held jointly by the State and BLT – the TOB would own the land
- In terms of the historic preservation restriction on the house would be required if it is included in the estate
- Several more detailed clarifications are needed

Motion duly made by Lindsey Counsell, seconded by to approve the request by the Barnstable Land Trust for \$500k for the purchase of the Fuller Farm in Marstons Mills subject to the resolution of some of the issues outstanding; that being the lease or life estate on the home and any costs associate with that, including any partition of that; the resolution of the 21E and any clean up on the bog property which is the southern most

section on the property; resolution of any access issues that may result from any segmentation of the property and subject to approval prior to sending it to the Town Council for their approval

The Community Preservation Committee recommends that the Town of Barnstable acquire for Open Space resources consisting of the Fuller Farm in Marstons Mills by support of the Barnstable Land Trust, with the ownership to go to the Barnstable Conservation Commission as requested by the barnstable Land Trust with an estimated cost of \$500k subject to the conditions previously stated in the motion

All members in favor of the support of the request by the Barnstable Land Trust

VOTE: Aye: Counsell, Shufelt, Duenas, Schnepf, Lee, Fifield, Rohrbach, Princi

Abstain: King

Marstons Mills Historical Society – Historic

Motion duly made by Lindsey Counsell, seconded by Paula Schnepf that the Community Preservation Committee approve the request of the Marstons Mills Historical Society for records preservation

Discussion

- Sue Rohrbach states that for a considerably small amount of money, this is a very worthwhile cause – and these types of projects serve a great purpose and that the funds available through the CPA provides a great opportunity
- Paula Schnepf requests and receives clarification that the fire proof cabinet is included in the request

Amended motion duly made by Lindsey Counsell, seconded by Laura Shufelt, that the Community Preservation Committee recommends that the Town of Barnstable support the request under the Historic Resource section of the CPA, the request of the Marstons Mills Historical Society for the digitization of their collection in the amount of \$1,500 and that those archives will always be accessible to the residents of Town of Barnstable

VOTE: Aye: Counsell, Shufelt, Duenas, Schnepf, Lee, Fifield, Rohrbach, Princi

Abstain: King

Town of Barnstable – Growth Management Department – Chili's Landscaping – Open Space

Represented by Alisha Stanley

- Additional quotes pending
- Request postponed to November meeting

Town of Barnstable – DPW – School Administration building - Historic

- Recommend postponement of decision to November 15th CPC meeting pending receipt of clarification from the TOB Legal Department on each items applicability under CPA funding

Discussion

- Laura Shufelt raises concerns surrounding the CPC being asked to fund 100% of the architectural overhead expenses and contingencies; costs are shared on the ineligible portions – they should also be shared on the eligible portions
- Chair Counsell states that the CPA should be viewed as a grant program – with strict funding guidelines
- CPC projects which secure other funding sources continue to receive a higher priority
- Revisit the development of a policy, with input from the legal department that clearly identifies cost share and securing additional funding sources in addition to CPA funds
- Request for Attorney David Houghton be invited to the November CPC meeting
- Grant funds for windows were secured for the Town Hall project
- Marilyn Fifield continues to encourage applicants to pursue historic funding opportunities from the state

Town of Barnstable – DPW – Old Selectman's building – Historic

- Recommend postponement of decision to November 15th CPC meeting pending receipt of clarification from the TOB Legal Department on each items applicability under CPA funding

General Discussion / New Business

Historic Signage

- Quotes received from three vendors; paper sample reviewed
- Currently sixteen (16) projects applicable for signage
- Language discussed (generic vs. project specific); suggest including applicant on language discussion
- Potential exists for signage on projects other than structural as well

Motion duly made by Sue Rohrbach, seconded by Terry Duenas to approve the purchase of signs and get them installed

VOTE: So voted unanimously

2011 Meeting Schedule

- Members asked to review the draft 2011 schedule against their own schedules
- Approval postponed to November 15, 2010 CPC meeting

Projects Status update, Alisha Stanley – CPC Project Manager

- Update distributed to members⁵
- Historic Restriction for the Cammett House completed; bid awarded to Cape Associates; work to commence November 1st
- First Baptist church – dedication ceremony for stained glass windows held

Closing Public Comment

Jim Kinsella – Marstons Mills / Barnstable Enterprise

- Community Garden at Chili's: requests if members are / will be working with non-profit entities
- Chair Counsell's response: soils are rough, would need extensive renovation of grounds; other locations might be more conducive for non-profits to work on
- Mr. Kinsella suggested that materials could be brought in for raised gardens, etc.
- Chair Counsell clarified that parking is / could be difficult and that only portions of the parcel could be used
- Sue Rohrbach suggested that temporary usage of a community garden would be beneficial until any traffic improvements begin
- Tom Lee suggests contacting the Conservation Commission for other community garden locations

Motion duly made by Terry Duenas, seconded by Tom Lee to adjourn

VOTE: So voted unanimously

Meeting adjourned at 6:05pm

¹ Letter of Intent - Housing Assistance Corporation, Down Payment Assistance – Cotuit Meadows

² Letter of Intent - Historical Society of Santuit and Cotuit

³ Letter of Support – For Fuller Farm from Conservation Commission

⁴ Financial Report – Director of Finance, Mark Milne

⁵ Projects Status Update – Alisha Stanley, Growth Management

Next CPC meeting scheduled for Monday, November 15, 2010

Respectfully submitted

Theresa M. Santos

CPC Administrative Assistant

Public files are available for viewing during normal business hours in the Growth Management office located on the 3rd floor of Town Hall, 367 Main Street, Hyannis

367 Main Street, Hyannis, MA 02601 (o) 508-862-4678 (f) 508-862-4782