



Town of Barnstable

Community Preservation Committee

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

Lindsey Counsell, Chair
Laura Shufelt, Vice Chair

Marilyn Fifield, Clerk
Alisha P. Stanley, Project Coordinator

Monday, February 28, 2011

APPROVED MINUTES

Town Hall Hearing Room at 367 Main Street, Hyannis at 5:00pm
Meeting called to order at 5:05 pm

Members present: Lindsey B. Counsell, Laura Shufelt, Tom Lee, Terry Duenas, Patrick Princi, Marilyn Fifield, Sue Rohrbach

Members absent: Paula Schnepf, Rene King, Town Council Liaison Janet Joakim

Motion duly made by Laura Shufelt and seconded by Tom Lee to approve the minutes of January 24, 2011 as amended.

VOTE: Aye – Counsell, Duenas, Fifield, Lee, Shufelt, Princi

Public Comment: None

Correspondence:

School Administration Building, as requested by CPC Members (Exhibit #1)
Old Selectmen's Building Budget Sheets, as requested by CPC Members
Ice House Application – Historical Society of Santuit and Cotuit
Community Preservation Coalition Dues
FY12 Grant Cycle (Exhibit #2)

Decisions:

School Administrative Building (SAB) – Members of the Committee are not willing to support the School Administration Building project until the Town Hall Exterior project is completely finished or unless funds are rescinded from the existing Town Hall Exterior project budget. The original Town Hall Exterior bid came in \$500,000.00 under the proposed cost estimate. A budget of over \$800,000.00 remains after change orders were approved and DPW management costs in the amount of \$20,000.00 were covered. Matching funds from DPW in the amount of \$191,000.00 have been set aside to help fund portions of the SAB project. At this time, there are no grants or other funds presented in the SAB request.

Committee Members agree that a portion of funds should be recaptured from Town Hall Exterior project and that DPW should seek out grant monies for items such as the windows. DPW staff states that grant funds have been sought, but there are none to be found at this time. According to Mark Milne, Finance Director, there are two options to rescind funds; 1- it will take Town Council action to rescind a portion of the original appropriation and 2 – the DPW can inform the CPC that they no longer need the remaining funds and that the funds can be returned back to the undesignated fund balance. Either way, there will need to be a Town Council vote.

The Town Hall Exterior Project completion date has been delayed approximately 9 weeks due to the mock-up window installation issue. There is an additional 6-8 weeks set aside for the window installation. The anticipated completion date for the project is July 2011. It may be possible for the two projects to coincide, but first the architects will need to amend the changes to the SAB proposal, the bidding process will need to go through the proper channels, and finally the construction may begin in October 2011. DPW is looking to obtain a piece of the funding now so work can begin on the SAB. Their goal is to not utilize funds from the town hall project because costly issues are being uncovered during the preservation. The committee discussed rescinding approximately \$500,000.00 out of the \$800,000.00 at this time which allows DPW to work with the remaining \$300,000.00. According to the schedule of continuing appropriations, as of February 17, 2011 there is \$893,341.00 for the Town Hall Exterior project. Milne suggests that a request to transfer order from the Council to transfer \$200,000.00 from Town Hall project to the SAB project could be done in one hearing.

Tom Lee initially moves that the CPC recommend to the Town Manager and the Town Council to appropriate \$200,000.00 out of the Historic and Undesignated fund set asides and expend only for the labor and materials for installation of exterior work which

include the specifications and the design for the project in order to preserve the historic asset consisting of the SAB with an address of 230 South Street, Hyannis, MA. The motion was not seconded.

Tom Lee moves that the CPC recommend to the Town Manager and the Town Council to transfer \$200,000 from the Town Hall Exterior Project Order Number 2010-013 and [from the historic and undesignated fund set aside] expend only for the labor, design and to prepare the specifications for the exterior work for the School Administration Building including; handrails, granite steps, roof structure, brick pointing and replacement, window replacement, soffits, copper gutters and roofing in order to preserve the historic asset consisting of the SAB with an address of 230 South Street, Hyannis, MA

Juros requests that the funds be expanded to construction and soft costs and not just for the design and specification work. Terry Duenas makes a motion to amend the motion that if the design doesn't exceed \$200,000.00 that the remaining funds be used for construction. The Committee would rather that the funds be returned back to CPC because DPW will need to request additional construction funds. Motion not seconded.

*Original motion made by Tom Lee was seconded by Terry Duenas.
Aye – Counsell, Duenas, Fifield, Lee, Shufelt, Princi, Rohrbach (Unanimous)*

Scott Harvey representing the Historical Society of Santuit and Cotuit presented the Committee with a quote from a 3rd vendor in the amount of \$8,000.00 for a total CPA fund request of \$10,500.00 as opposed to the \$13,900 for the preservation of the historic Ice House structure in Cotuit. Scott Harvey will be presenting the project to the Committee at the next scheduled meeting on Monday March 28, 2011.

General Discussion:

- **Grant Cycle** – The grant cycle was approved for FY12. (Exhibit #3)
- **Financial Update** – Finance Director, Mark Milne, provided Committee Members with a packet (Exhibit #2) outlining the CPA funds. Milne reviewed each page with the Committee and answered questions specific to those funds.
- Next CPC meeting: Monday March 28, 2011 – ANNUAL MEETING (VHB Master Facilities Plan, Historic Inventory TTL, CPC Plan)
- Chair Counsell states that the SAB, Sturgis Public Library and the Marstons Mills Historical Society projects move forward to the Town Manager for recommendation to the Town Council. The Historical Society of Santuit and Cotuit Ice House project may be recommended in the spring.
- The Committee would like to visit the Town Council for another workshop in order to obtain Council project priorities. Suggested dates to meet are March or April. Town Council Liaison Janet Joakim will be approached to discuss workshop opportunities.
- OSB correspondence will need a motion to be reconsidered at the next meeting.

Closing Public Comment: None

"I (Chair Counsell) declare than an Open Meeting may have a detrimental effect on the negotiating position of the Town with respect to the purchase, exchange, lease, financing, or value of real property and all subjects which may be revealed without compromising the purpose for which the Executive Session was called."

I will accept a motion to go into Executive Session and not return to Open Session. Motion moved by Sue Rohrbach and was seconded by Tom Lee. Roll Call Vote: Lee-Yes, Rohrbach-Yes, Lindsey Counsell-Yes, Laura Shufelt-Yes, Fifield-Yes, Terry Duenas-Yes, Patrick Princi-Yes
Open Session Meeting adjourned at 5:50 pm

Exhibits:

School Administration Building, as requested by CPC Members (Exhibit #1)
FY12 Grant Cycle (Exhibit #2)
CPA Financial Update (Exhibit #3)

Respectfully submitted - Alisha P. Stanley, CPC Project Coordinator

Public files are available for viewing in the Growth Management Department located on the 3rd floor of Town Hall, 367 Main Street, Hyannis

** Further detail may be obtained by viewing the Channel 18 video on demand at <http://www.town.barnstable.ma.us> **