



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 Parker, Project Coordinator

Monday, November 28, 2011

Public Hearing APPROVED MINUTES

Town Council Hearing Room at 367 Main Street, Hyannis at 5:30 pm

Meeting called to order at 5:31 pm

Members present: Lindsey B. Counsell, Richard Sawyer, Tom Lee, Paula Schnepf, Terry Duenas, Paul R. Curley, Town Council Liaison Janet Joakim, Marilyn Fifield (5:36)

Members absent: Sue Rohrbach, Laura Shufelt

Minutes: *Motion duly made by Richard Sawyer and seconded by Paula Schnepf to approve the minutes of the Regular Public Hearing on Monday October 24, 2011 as revised.*

Clarification of "unaffordable housing" language on page 2, second paragraph – this language is correct.

VOTE: Aye: Fifield, Counsell, Schnepf Lee, Curley, Duenas (absent then, as follows)

Absent: Rohrbach, Shufelt, Fifield, Joakim

Election of Officers has been postponed until the December meeting

Correspondence and Other Materials Received –

- Town Clerk – An additional payment has been made since October's project update for deacidifying and binding the leather Record Book #4 and the Index for Book #4. They are still working on other books. Linda has offered to give a presentation to the Committee or she would be happy to show you books that have been completed. (Exhibit #1)
- Barnstable Housing Authority – 70 Stage Coach Road, Centerville, is continuing its predevelopment work on 12 units of the 100% affordable rental housing. BHA is moving along with the project. (Exhibit #2)
- DPW Town Historic Structures – Per Mark Milne, remaining balances on any encumbrance can be closed or decreased with the understanding that there are no pending invoices or outstanding work to be done. The Project Coordinator is working with DPW to obtain remaining balances, outstanding invoices and justifications for keeping projects open.
- Funds from non-active projects will be returned on December 16th if there is no correspondence from the applicants. The Project Coordinator will continue to make contact with the applicants for project updates and will reiterate the proposed closure of their accounts.
- Three new applications will be coming before the Committee in December from DPW – Trayser Museum, Old Selectmen's Building, and the JFK Museum Portico.

General Discussion / New Business:

- Land Acquisition and Preservation Committee Correspondence – Chair Counsell sent a letter to the LAPC requesting submissions to the Committee based on the Open Space and Recreation Plan (OSRP) specifically identifying the underserved villages of: Hyannis, Centerville and Osterville. No correspondence received to date. (Exhibit #3)
- Historic Consultant James Hadley of Hadley Crow Studios renewed his contract to continue with his Historic Preservation Consultant services.
- Historic Signage has been completed for recent projects; they will be installed in the near future.
- Thursday December 1st, The Town Council has three CPC projects on the agenda for public hearing. The removal of CR requirement at Cobb Trust (755 Independence Drive), the herring run acquisition by Barnstable Land Trust at Middle Pond in Marstons Mills, and the gift of land to the Town of Barnstable by the Jones family on Nyes Neck Road.

- A CPC workshop will need to be scheduled in 2012 to introduce the CPA and Members of the Committee to the new Councilors.

Financial Update:

Town Hall Exterior Project funds to date are as follows; Expended \$2,256,049.77, Encumbered \$473,769.65, Funds Returned \$200,000.00 (SAB) and Remaining Funds \$317,391.58. Once the outstanding invoices are paid, the remaining funds shall be returned to the Historic set aside. A new change order of approximately \$32,000 was submitted by DPW today. The Legal Department is reviewing the request for approval and Lindsey requested an update on the remaining three doors around the building. The "new" front door is not included in this requested change order as it was previously upgraded with CPA funds in 2008. The request to have all change orders emailed to Members was made and will be fulfilled by the Project Coordinator. The exterior window work is complete, the screens are in and the interior work will begin by next week. The status of the following projects was read into record by Chair Counsell.

Order Number	Project	Status
o 2007-142	Town Records	Financial Update Received from Town Clerk
o 2007-145	Trayser Museum	DPW recommends taking \$4,206.16 to close acct.
o 2008-022	Mills Property	Mashpee requesting from Legislature Article 97 transfer
o 2008-024	CACCI	<i>No response to date</i>
o 2008-027	Burgess House	DPW recommends taking \$4,041.46 to close acct.
o 2008-029	OSB	DPW would like to keep open and leave as is
o 2008-030	WB Community	DPW would like to keep funds for on-going work
o 2008-052	115 Pleasant St	Return remaining portion of funds
o 2008-083	Chili's	Account closed after remaining encumbrance is clear
o 2009-016	Suni Sands	Return remaining portion of funds
o 2009-024	HAC	<i>No response to date</i>
o 2010-016	Baypoint CR	<i>No response to date</i>
o 2010-056	BHA	On-going predevelopment work for 12 units
o 2011-009	Cobb Trust	Pending closing, check is held by Trustee

Committee Members agree to close out accounts that are not active. It is suggested that a policy be made to return funds back to CPC after a certain timeframe. (Exhibit #4)

MOTION: Richard Sawyer makes a motion to close out the following projects; 2007-145 (Trayser Museum), 2008-027 (Burgess House), 2008-052 (115 Pleasant Street Park), 2008-083 (Chili's), and 2009-016 (Suni Sands) and return funds back to the CPC set asides they were taken from and is seconded by Terry Duenas. VOTE: Aye – Sawyer, Counsell, Lee, Fifield, Duenas, Schnepf, Curley (Unanimous)

Richard Sawyer would like clarification on the figures listed on the DOR reporting form provided by Mark Milne. The paperwork is included in the September 26th packet of information. The Project Coordinator will email Stuart Saginor to request an update on the CPA and the Casino Bill. New Members request the draft Handbook.

Closing Public Comment: NONE

The next CPC meeting will take place at 5:30 pm on December 19th in the Town Council Hearing Room.

MOTION: Richard Sawyer makes a motion to adjourn the meeting and is seconded by Paula Schnepf. VOTE: Aye: Fifield, Counsell, Lee, Schnepf, Duenas, Curley, Sawyer (Unanimous)

Open Session Meeting adjourned at 6:07 pm

Respectfully Submitted, Alisha Parker, Project Coordinator

Exhibits:

- Town Clerk Letter (Exhibit #1)
- Barnstable Housing Authority Letter - 70 Stage Coach Road (Exhibit #2)
- Land Acquisition and Preservation Committee Correspondence (Exhibit #3)
- Monthly Update Report (Exhibit #4)