



# Town of Barnstable

## COMMUNITY PRESERVATION COMMITTEE

www.town.barnstable.ma.us/CommunityPreservation  
Email: CommunityPreservationCommittee@town.barnstable.ma.us



### Committee Members

Lindsey B. Counsell – Chair • Laura F. Shufelt – Vice Chair • Marilyn Fifield – Historical Commission • Terry Duenas – At Large • Sue Rohrbach – At Large  
Vacant – Planning Board • Tom Lee – Conservation Commission • Richard Sawyer – Recreation Commission • Deborah Converse – Housing Authority  
Will Crocker – Town Council Liaison

**Monday, May 23, 2016**

### Regular Public Hearing – APPROVED Minutes

367 Main Street, Hyannis, MA - 2<sup>nd</sup> Floor – Hearing Room

**5:30 PM**

2016 AUG 29 PM 2:11

BARNSTABLE TOWN CLERK

<b>Lindsey Counsell – Chair</b>	<b>Present</b>
<b>Laura Shufelt – Vice Chair</b>	<b>Present</b>
<b>Marilyn Fifield – Clerk</b>	<b>Present</b>
<b>Terry Duenas</b>	<b>Present</b>
<b>Tom Lee</b>	<b>Present</b>
<b>Sue Rohrbach</b>	<b>Present</b>
<b>Richard Sawyer</b>	<b>Present</b>
<b>Deborah Converse</b>	<b>Present</b>
<b>William Crocker, Town Council Liaison</b>	<b>Absent</b>

### Call to Order

With a quorum present, Chair Lindsey Counsell called the meeting to order at 5:30 pm. Chair Counsell then read into record: "Please note that tonight's meeting is recorded and broadcast on Channel 18 and, in accordance with MGL Chapter 30A, s.20, I must inquire whether anyone is taping this meeting and to please make their presence known." No one present was recording the meeting.

### Minutes

A motion was made by Marilyn Fifield and seconded by Richard Sawyer to approve the draft Community Preservation Committee meeting minutes of April 25, 2016. Motion passed, with Tom Lee abstaining.

### Letters of Intent

Letter of Intent was received from the Historical Society of Santuit and Cotuit requesting \$10,710 in CPA Historic Preservation funds for restoration of the 1790 Samuel Dottridge Homestead.

Beth Johnson, Vice President of the Historical Society, was present along with Samantha Silva, Administrator, and Steve Devlin, Board of Directors and Facility Director. Ms. Johnson explained that an assessment of the property with long-range plan to remediate identified issues was pursued a year and a half ago. She said the audit identified deteriorating conditions at the Homestead, and the most urgent repairs, including replacement of the roof, have already been completed with funds that were raised by the Society. She explained that they are now planning Phase 2 of the restoration project, which is the focus of the Letter of Intent. Ms. Johnson described the front entrance as rotted through and leaking, allowing critters to enter, adding that the sidewall shingles

are well over 53 years old and are cracking and warping. She said trim would be painted after shingle and window replacement is complete, and she assured the Committee that all replacement materials would be historically appropriate. She added that the Society's Annual Appeal has already raised \$9,600 of the \$20,230 total project cost for this phase, with the balance sought from CPA funds. She explained that the number of visitors to the Samuel Dottridge Homestead museum is increasing every year, and they want it to be safe, appealing and educational for visitors interested in learning about Cotuit's heritage. Richard Sawyer asked that a brief history of the subject property with pictures be included at the application stage. Tom Lee asked about the source of the estimate, and Mr. Johnson explained that the Facilities Director is a contractor and experienced in cost estimates, although final estimates will be required. Laura Shufelt explained that some of the work outlined in the Letter of Intent, such as painting and fencing, may not be eligible for CPA funding, and she suggested providing a detailed list with associated costs and condition pictures in the application.

**A motion was made by Richard Sawyer and seconded by Sue Rohrbach to advance the Historical Society of Santuit and Cotuit's Letter of Intent to the full Application stage. Request is for \$10,710 from the CPA Historic Preservation fund, representing a portion of the funds required for restoration/preservation of the 1790 Samuel Dottridge Homestead. Sue Rohrbach felt that ineligible repairs might possibly be exchanged for those that are eligible. Motion carried with a unanimous vote.**

Letter of Intent from the Federated Church of Hyannis requesting \$50,535 to fund Phase 1 of 4 phases to include: installation of fencing around the cemetery to deter further vandalism; and a condition assessment of approximately 200 gravestones.

Ms. Pam Brown of the Federated Church of Hyannis explained that the cemetery is located behind the Federated Church and dates back to 1826 when the Universalist Church established the cemetery, with most of the gravestones from the 1800s. She said the names on the headstones are locally familiar, including 14 sea captains and 5 Civil War heroes. Sadly, she said, the cemetery is in deplorable condition, with no known descendants to assist with funding its restoration. Ms. Brown felt that the cemetery should be preserved, as it's closely tied to the maritime history of Hyannis. She said the cemetery is intended to be a public place that people can walk through to tour. At one time, she said, the Town maintained the cemetery, but at some point in time the maintenance responsibility returned to the Church. She reported that inquiries involving the Church and Town Clerk determined that no records or plan of the plots in the cemetery exist. Therefore, she said, the first step to restoring the cemetery involves a conservator's assessment and plotting of the graveyard which can also be used in a National Register nomination. She said the condition assessment will cost an estimated \$27,000, and scope of work could not be obtained without a fee. She noted that fencing with a locking gate, at an estimated cost of \$23,035, should stop vandalism. Marilyn Fifield noted that the Church itself has a National Register and State Register designation, but no separate documentation exists for the cemetery. Ms. Brown said that she realized that pursuing National Register listing could follow and would provide opportunity for further grants to fund needed work in accordance with established standards. Sue Rohrbach questioned if fencing used to preserve and secure the cemetery could be allowed under the CPA, and the Chair felt that would have to be

determined. Richard Sawyer noted that listing on the State/National Register is required for CPA funding, and he inquired what the total amount may be if there are 4 phases and \$50,535 is requested for the first, also asking who would be responsible for maintaining the property and public access. Ms. Fifield thought the Historic Preservation Restriction could address maintenance and public access requirements, and she felt that the cemetery qualifies for National Register listing and then for available State grants. If the cemetery is not already on the State/National Register, Laura Shufelt reminded that CPA funding would require a vote of the the Historical Commission to confirm that it is historically significant. Ms. Fifield said she regretted that the needed fencing to prevent vandalism would be delayed by deferring CPC vote to follow the Historical Commission vote.

**A motion was made by Sue Rohrbach and seconded by Laura Shufelt to advance the Federated Church's Letter of Intent to the full Application stage, with the condition of Historical Commission certification of the cemetery's historical significance. Request is for \$50,535 from the CPA Historic Preservation fund for a condition assessment and security fencing. Motion carried with a unanimous vote.**

#### **Application/Presentation**

Application from Habitat for Humanity of Cape Cod requesting up to \$200,000 in CPA Community Housing funds, representing \$50,000 per unit, to offset infrastructure and construction costs for four single-family 3-bedroom homes in a proposed new Habitat neighborhood of affordable homes located at 536 River Road, Marstons Mills.

Ms. Leedara Zola of Habitat for Humanity of Cape Cod and Mr. Ralph Spect of West Barnstable and Mr. Chris Davis of Barnstable Village, HHCC construction volunteers, were present. Ms. Zola's presentation included Habitat's nonprofit mission as well as the Habitat model of family commitment of 250/500 hours to work on their own homes alongside volunteers from the community to provide homes at an affordable price, with a 0% mortgage offered through Habitat. She noted that the DHCD deed rider ensures that the property remains affordable in perpetuity.

Ms. Zola explained that the River Road project proposal would develop 6 acres of land that was previously purchased with funds provided through a Barnstable Community Development Block Grant award, with CPA funding requested to help offset the infrastructure and construction costs of up to 4 homes. She said the project would be permitted pursuant to a MGL Chapter 40B Comprehensive Permit, with homes to be affordable in perpetuity with a Department of Housing and Community Development Local Initiative Program Deed Rider. Ms. Zola explained that qualified homeowners are selected by lottery in the LIP program. In response to Richard Sawyer's question, Ms. Zola stated that a house with a LIP deed rider may not be sold at market value even if there are no LIP-qualified homebuyers. Laura Shufelt expressed support for the project and concern that only 4 houses are proposed when 24 bedrooms would be allowable at the site, with road costs the same for 6 houses as for 4. Ms. Zola noted that a homeowners' association would be formed to assess dues to maintain the project's access road.

Manual Rodrick III, a direct abutter to the project, addressed the Committee and stated that he felt that 4 homes are plenty for this area in consideration of the endangered species there. He said that he has had discussions with the applicant about the existing driveway and boundaries and felt that something equitable between the two parties should be in place before moving forward with funding. Ms. Zola said that as a part of the 40B comprehensive permitting process, the lot lines can be changed. Debra Cluff, a direct abutter, said that she had previously assumed that only 2 houses could be built on the lot, but she did not object to 4 affordable units, although she thought 6 would be too many. She said that she would like to see the existing trees retained as a visual buffer to her property, and she expressed concern about the possibility of trespassing in order to access the bog. Ms. Zola clarified that 4 rather than 6 houses are proposed.

**A motion was made by Laura Shufelt and seconded by Richard Sawyer to approve the Habitat for Humanity of Cape Cod Application for up to \$200,000 from the Community Housing CPA fund for infrastructure and construction costs for up to four 3-bedroom homes at \$50,000 maximum for each home. Motion carried with a unanimous vote.**

Application from South Congregational Church, Centerville, requesting \$6,425 in CPA Historic Preservation funds for restoration of 33 stones and markers at the burying ground.

1. Mr. Tom Fogg of the South Congregational Church Building and Grounds Committee provided a PowerPoint presentation and explained that this project would clean and restore 33 stones in the burying ground, the earliest dated 1823. He said the Church itself has been part of the community since 1796 and was moved to this location in 1898, with its burying ground also on the National Register of Historic Places. He noted that the stones bear many locally familiar names such as Crocker and Hinckley, but stones have fallen over or are leaning and also need professional removal of algae. He said it was difficult to acquire 3 bids, with the lowest at \$7,425, and he added that the Church has raised \$1000 and will provide in-kind labor, with volunteer Church members working under professional guidance to clean the remaining 130 stones. He noted that restoring and cleaning stones would be labor-intensive, with no chemicals involved in order to protect the fragile surfaces.

**Motion was made by Terry Duenas and seconded by Marilyn Fifield to approve the South Congregational Church Application for \$6,425 from CPA Undesignated Funds, representing a portion of the costs for restoration of 33 stones and markers in the burying ground. Motion carried with a unanimous vote.**

Application from Cotuit Library Association requesting \$68,035 for rehabilitation and historic preservation of the Cotuit Library through its "Gateway II Accessibility Project".

Lindsey Counsell recused himself and left the hearing room. Antonia Stevens, Assistant Director of the Cotuit Library Association, introduced several Library Board members and detailed the project with a PowerPoint presentation. She explained the project goals to

eliminate accessibility barriers to collections and spaces within the Cotuit Library by adding a Garaventa Genesis Vertical Lift, creating a main-level ADA-compliant public restroom; and installing a new, ADA-compliant door designed with the same architectural features as the current doors. With time running short, the CPC agreed that they had reviewed the building history that was submitted as part of the Application and allowed that portion of the presentation to be brief. The Committee commended the completeness of Cotuit Library Association Application, and Terry Duenas expressed concern that all components of the project may not qualify for CPA funding. Ms. Stevens explained that it is necessary to include the entire building in order for it to function for its intended use and cited the Marstons Mills Library as a precedent for this. Ms. Stevens referred to page 15 in noting that there are more components to this project with no funding requested from CPA.

**Motion was made by Terry Duenas and seconded by Tom Lee to approve the Cotuit Library Association Application for \$68,035 from CPA Undesignated Funds, representing a portion of the costs of the "Gateway II Accessibility Project" for the rehabilitation of the Cotuit Library. Motion carried with a unanimous vote.**

Lindsey Counsell returned to the room.

### **Correspondence**

- Housing Production Plan flyer for meeting scheduled May 24, 2016 was noted.

### **General Discussion**

Housing Production Plan – Arden Cadrin, Housing Coordinator, Growth Management Dept.

Ms. Cadrin explained that the Housing Production Plan is a 5-year plan with needs assessment indicating that local residents are being priced out of existing housing. Ms. Cadrin summarized the Plan's draft goals as seeking: more year-round rental units and ownership units for low-income residents; diverse multifamily mixed-use developments; programs for senior citizens and families; sewer and water extension to areas not served; intergenerational communities; and strengthening of non-profit support. Ms. Cadrin also shared the strategies identified to meet those goals as: creating local initiatives; creating a rental assistance program through CPA; streamlining housing funds; creating an infrastructure relief program; funding additional accessory program; allowing more dense zoning in downtown Hyannis; creating online opportunities; and continuing the advocacy message to preserve units. With CPC meeting time running short, Ms. Cadrin suggested that CPC members send their comments on the draft plan to her in writing.

### **Closing Public Comment**

None

### **Adjournment**

A motion was made by Richard Sawyer and seconded by Tom Lee to adjourn. Meeting adjourned at 6:55 p.m.

## Next Regularly Scheduled CPC Meeting – June 27, 2016

### ***List of documents/exhibits used by the Committee at the meeting***

- Exhibit #1 - Draft CPC Meeting Minutes – April 25, 2016
- Exhibit #2 – Letter of Intent - Historical Society of Santuit & Cotuit
- Exhibit #3 - Letter of Intent – Federated Church of Hyannis
- Exhibit #4 – Application - Habitat for Humanity of Cape Cod
- Exhibit #5 – Application – South Congregational Church, Centerville
- Exhibit #6 – Application – Cotuit Library Association
- Exhibit #7 – Flyer – Housing Production Plan Public Forum – May 24, 2016 6 p.m.
- Exhibit #8 – PowerPoint – Habitat for Humanity of Cape Cod
- Exhibit #9 – PowerPoint – South Congregational Church, Centerville
- Exhibit #10 – PowerPoint – Cotuit Library Association
- Exhibit #11 – PowerPoint Handout – Housing Production Plan – DRAFT GOALS

Respectfully submitted,

Ellen M. Swiniarski  
Administrative Assistant  
Community Preservation Committee  
*Edited by Marilyn Fifield, Clerk CPC*

Please Note: The list of matters are those reasonably anticipated by the chair, which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. It is possible that if it so votes, the Committee may go into executive session. The Committee may also act on items in an order other than they appear on this agenda.

- \* Public files are available for viewing during normal business hours at the Community Preservation office located at 367 Main Street, Hyannis, MA