



## Town of Barnstable COMMUNITY PRESERVATION COMMITTEE

[www.town.barnstable.ma.us/CommunityPreservation](http://www.town.barnstable.ma.us/CommunityPreservation)  
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### 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, February 27, 2017**  
**Regular Public Hearing – APPROVED Minutes**  
367 Main Street, Hyannis, MA - 2<sup>nd</sup> Floor – Hearing Room  
**5:30 PM**

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BARNSTABLE TOWN CLERK

<b>Lindsey Counsell – Chair</b>	<b>Present</b>
<b>Laura Shufelt – Vice Chair</b>	<b>Present</b> (from 5:40 pm)
<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>Absent</b>
<b>Richard Sawyer</b>	<b>Present</b>
<b>Deborah Converse</b>	<b>Present</b>
<b>William Crocker, Town Council Liaison</b>	<b>Present</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 Richard Sawyer and seconded by Marilyn Fifield to approve the draft Community Preservation Committee meeting minutes of September 26, 2016, as revised, and December 19, 2016, as submitted. Motion passed.

### Letters of Intent

Letter of Intent from Town of Barnstable DPW through the Town Manager requesting \$163,000 in Historic Preservation CPA funds representing a portion of the hard and soft costs to replace failed metal replacement windows with historic wood replicated windows, install schoolhouse lighting, and repair ceilings at the Centerville Recreation Building.

Mr. Mark Marinaccio of the Town of Barnstable DPW provided the history of the building, including various work already performed to preserve the building, such as replacement of siding, HP ramp, new grading and parking and door replacement. He explained the building was constructed in 1880, with additions constructed in 1932, and it served as a post office until 1957. Also, the building is listed as a Massachusetts Cultural Resource and a Contributing Building in the National Register Historic District. His PowerPoint

presentation illustrated the failed aluminum windows that are in need of replacement as a part of this project. Another planned improvement to the building would combine two rooms into one larger room as in the West Barnstable Community Building, along with schoolhouse lighting and new interior finishes. He explained that an allocation of \$185,000 was previously approved in the FY15 CIP for ADA restrooms, electrical power distribution improvements, alarm system, HVAC controls, insulation, window replacements, Hazmat testing and monitoring, and architectural/mechanical/ electrical project management. The window replacement funded in this CIP allocation is now planned for wooden historic replicated windows, with the difference in cost being sought in this Letter of Intent. In answer to Richard Sawyer's inquiry, Mr. Marinaccio explained that there is \$160,000 remaining in FY15 CIP funds, but most of the work has not been performed yet, and he further clarified that the total project estimate is \$323,000 to complete the remaining work using both remaining CIP and the requested CPA funds. The Committee asked Mr. Marinaccio to provide a breakdown of the different components of the project in the Application so eligibility of each can be determined.

**Motion was made by Terry Duenas and seconded by Tom Lee to move the letter of intent for preservation of the historic Centerville Recreation Building to the full Application stage. Motion carried with a unanimous vote.**

Letter of Intent from Town of Barnstable DPW through the Town Manager requesting \$2,970,135 in Open Space/Recreation CPA funds representing a portion of needed funds for the design, engineering, contract administration, construction, project management and contingency to complete the Osterville Bay Park and Fields project, with FY18 CIP funding also to be sought.

Mr. Mark Marinaccio of the DPW narrated a PowerPoint presentation to explain the scope of the proposal to complete the Osterville Bay Park and Fields project. He said the DPW currently has funds to demolish the Osterville Bay School, adding that the recreation center once targeted for demolition is now proposed to remain, and an FY18 CIP request will be submitted to fund the design of a new recreation center. He said this letter of intent seeks funds for hard and soft costs associated with the review and restoration of the grounds and fields, including tennis courts, playground, basketball courts, ballfield and multipurpose field for soccer plus a bike area totaling \$2,970,000, but this request may be reduced if CPA-ineligible items are found. Laura Shufelt advised that the proposed press box, lighting and perhaps other items would not be eligible for CPA funding, and she and other CPC members expressed concern regarding the large amount requested for fields. For comparison, Mr. Marinaccio cited the cost of the Lombard project which is a smaller facility than the Osterville Bay Park. Tom Lee inquired about the amount of the FY18 CIP funds to be sought, and Mr. Marinaccio explained that \$1,000,000 will be requested for engineering and design work for the new recreation building, including contingencies, with any excess funds likely to be rolled over to fund construction. He estimated that the entire Osterville Bay Park project, including school demolition, recreation building construction and field restoration, will total approximately \$7,500,000. He said the design process will maximize on-site parking to approximately 85 spaces, with off-site parking agreements with neighboring entities also possible. Mr. Sawyer expressed concern with encumbering such a significant portion of Open Space/Recreation funds if many of the components of the

project may not be eligible for CPA funding. Mr. Marinaccio replied that the Application will provide a breakdown of the project components and costs, including only items that would qualify for CPA funding, reducing the request from this preliminary amount. Terry Duenas confirmed that the old gym is the building that will remain instead of being demolished as previously planned and funded through a CIP. The Committee discussed how funding of this Application could be accomplished with the amount of CPA funds remaining, and Terry Duenas expressed the importance of the comprehensive field study that was funded by CPA. Chair Counsell updated the Committee on the study status, saying the RFP process is complete, and Wesson and Sampson will complete the study in approximately 6 months.

**Motion was made by Terry Duenas and seconded by Tom Lee to move the Town of Barnstable DPW Letter of Intent for the Osterville Bay Park and Fields project to the full Application stage with the request that only CPA-eligible components be included in the Application. Motion carried with a tie vote and Chairman Counsell voting yes.**

Letter of Intent from Town of Barnstable DPW through the Town Manager requesting \$296,016 in CPA Historic Preservation funds for masonry, window, door, roof, and limited interior preservation work to the U.S. Custom House's Carriage House, Route 6A, Barnstable.

Mr. Mark Marinaccio of the DPW detailed with a PowerPoint presentation the two prior CPA-funded projects at the U.S. Custom House that received matching grants from the State, including the history of the site and buildings going back to the Revolutionary War and outlining the maritime history of Barnstable Harbor. He said the Letter of Intent seeks funds for restoration of the Carriage House at the rear of the property, and he provided pictures of the failing masonry, and windows, doors and roofing, all in need of restoration to be weathertight. He also provided a budget breakdown for each component of the project, adding that a Massachusetts Preservation Projects Fund grant application in the amount of \$100,000 will also be sought. Tom Lee expressed concern that the soft costs represent nearly 50% of the total, and Mr. Marinaccio explained the method used by consultant CBI in the estimates. Mr. Marinaccio confirmed for Marilyn Fifield that the existing Historic Preservation Restriction for the Custom House includes the Carriage House, as well. Terry Duenas observed that CPC is somewhat invested in preservation of this site already and should continue support it, and he approved of the concept of seeking complementary funding. Marilyn Fifield also appreciated the Town's pursuit of the State grant to help fund the project.

**Motion was made by Marilyn Fifield and seconded by Chair Counsell to move the Town of Barnstable DPW Letter of Intent for preservation of the U.S. Custom House's Carriage House to the full Application stage. Motion carried, with Laura Shufelt abstaining, Richard Sawyer and Tom Lee opposed.**

Letter of Intent from the Hyannis Athletic Association requesting \$300,000 in CPA Open Space/Recreation funds for a phased Capital Improvement Project at the Judy Walden Scarafile Field at McKeon Park in downtown Hyannis.

Mr. Brad Pfeifer, President of the Hyannis Athletic Association, detailed the Letter of Intent, explaining the history of improvements already completed at the park, including lighting, backstop, netting, safety netting for fans, fieldhouse including concession stands, skybox and broadcasting areas. He described a 5-phase improvement project which includes installation of new playing surface, new dugouts, bullpens, fencing, HP-accessible bleachers and MLB-scout seating, landscaping, walkways, stairs and a HP-accessible restroom building. He said total funding for the phased project is estimated at \$875,000 with in-kind donations, and \$300,000 of this total is requested in this Letter of Intent. Mr. Pfeifer clarified that the Town of Barnstable is the owner of the field, with a three-way user agreement in place between the Pope John Paul High School, Hyannis Athletic Association and the Town of Barnstable, with the High School and the Athletic Association responsible for maintaining the fields. Richard Sawyer pointed out that the Cape Cod Baseball League is also proposing field improvements in their budget this year, and Mr. Pfeifer explained that this is for yearly maintenance at a cost of \$100,000 that is normally split between the users, but will be paid this year by CCBL alone. He also estimated that 1/3 of the total funds will be raised through private donations in kind, and he said the existing drainage problem will be addressed as part of the Scarafile Field improvement project. Deb Converse suggested that the volunteer efforts of the Hyannis Athletic Association be highlighted in the Application, and the Committee discussed the project with regard to the comprehensive field study that will be prioritizing similar projects. The Committee asked Mr. Pfeifer to include a complete breakdown of the project components in the Application in order to identify eligibility.

**Motion was made by Deb Converse and seconded by Terry Duenas to move the Letter of Intent from the Hyannis Athletic Association for \$300,000 to improve the Judy Walden Scarafile Field at McKeon Park to the Application stage. Motion carried, with Laura Shufelt opposed.**

Letter of Intent from the Barnstable Land Trust requesting \$175,000 in CPA Open Space/Recreation funds for purchase of a 3.47 acre parcel that is a vital link in the Cape Cod Pathways system; total project cost estimate is \$225,000. Town of Barnstable will be asked to hold the Conservation Restriction; BLT will own and manage the property. Property is addressed 0 Church Street, West Barnstable, Map 176, Parcel 006.

Land Protection Specialist Jaci Barton and Executive Director Janet Milkman of the Barnstable Land Trust presented the Letter of Intent, explaining that purchase of this parcel provides a vital link in the Cape Cod Pathways system initiated by the County Commissioners over 30 years ago. Ms. Barton explained that there are approximately 70-75 parcels of land already included in the pathway system, with 40 parcels owned by the Town or BLT, representing more than half of the parcels being protected. She said there are also 15 private parcels, and 16 parcels are tax-exempt land, explaining that over the years, one by one, BLT, along with the Town, protects pathway parcels as they become available. She added that funds from the sale of this parcel by the 1717 Meetinghouse Foundation will be used to restore the 1717 Meetinghouse, and she called

BLT's proposal to own and manage the Church Street parcel with the abutting Moss property unusual in that the Town is funding the greater portion of the acquisition without ownership interest. Ms. Barton stated that the deed will include a clause that the Town of Barnstable is to acquire fee interest should the property be sold, and she said that BLT would be willing to hold a CR instead, with the Town acquiring the fee interest, if the Town Council prefers that arrangement. She explained that the proposal was drafted this way to facilitate managing the property as owner.

**Motion was made by Richard Sawyer and seconded by Tom Lee to move the Barnstable Land Trust's Letter of Intent seeking \$175,000 for acquisition of 0 Church Street, West Barnstable, to the Application stage. Motion carried with unanimous vote.**

### **Applications**

Modification of previously-approved Application from Tales of Cape Cod, Inc. for preservation of the historic Olde Colonial Courthouse located at 3046 Main Street, Route 6A, Barnstable, MA

Tales of Cape Cod Building and Renovation Committee Chairman Gary Ellis and Board Member Ann Canedy, explained the modification request to the CPC, referring to the Application approved in 2016 for \$85,000, with the contingency that a matching amount of \$85,000 be applied through the awarding of a Mass. Cultural Council grant. Mr. Ellis reported that the Mass. Cultural Council grant ultimately was not recommended for funding, adding that this modification request for historic CPA funds would amend the 2016 application for funds in the same amount of \$85,000, but the matching grant amount and source are modified. Now, he explained, this request seeks \$85,000 in CPA funds, contingent upon the awarding of a Massachusetts Preservation Projects Fund grant in the amount of \$40,000. He added that Tales of Cape Cod will also provide \$20,000, with Phase 1 work remaining the same as outlined in the previous application. Chair Counsell reminded that Town Council approval will also be required.

**Motion was made by Richard Sawyer and seconded by Deb Converse to approve the Tales of Cape Cod application modification for Phase I historic preservation of the Olde Colonial Courthouse, Barnstable. Motion carried with a unanimous vote.**

### **General Discussion:**

- The CPC 2017 Meeting Schedule was approved as submitted.
- Community Preservation Coalition Dues Notice in the amount of \$7,900

**Motion was made by Richard Sawyer and seconded by Laura Shufelt to approve the payment of dues in the amount of \$7,900 to the Community Preservation Coalition. Motion carried with a unanimous vote.**

### **Correspondence Received:**

- Letter dated February 10, 2017, from Town of Scituate Community Preservation Committee.

The CPC discussed the letter which solicited support and feedback from the Barnstable CPC regarding the use of CPA open space/recreation funds to purchase sailboats for a youth sailing program, as the Scituate CPC had received an opinion that purchase of sailboats was not eligible. Ms. Shufelt noted that the Community Preservation Coalition's opinion was not a legal opinion and that an opinion should be obtained from the Town of Scituate's Legal Counsel.

### **Project Updates – Lindsey Counsell**

Town Council approved 3 projects:

- Acquisition of 755 Independence Drive, Hyannis
- Refunding of Preservation of Affordable Housing
- Additional funding of Barnstable Skate Park.

Chair Counsell mentioned that the Townwide Comprehensive Field Study will be managed by Assistant DPW Director Amanda Ruggiero.

Richard Sawyer requested that information recently e-mailed from Stuart Saginor from the Community Preservation Coalition be reviewed at the March 27, 2017, meeting.

Laura Shufelt requested a financial update for the next meeting, including the Land Bank debt and the aggregate total paid from the beginning, as it appears that there may be a discrepancy in DOR records.

Ms. Shufelt informed the Committee of a new State program for small-scale housing proposals between 5 and 20 units that would provide funds for up to \$200,000 per unit.

### **Closing Public Comment:**

Ms. Ann Canedy noted that the modification application for the Olde Colonial Courthouse contained a small error in the detailed budget and said a corrected page will be sent by e-mail to the CPC office.

### **Adjournment**

A motion was made by Laura Shufelt and seconded by Terry Duenas to adjourn. Meeting adjourned at 6:04 p.m.

## **Next Regularly Scheduled CPC Meeting – March 27, 2017**

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

- Exhibit #1 – Draft CPC Meeting Minutes Amended – September 26, 2016
- Exhibit #2 – Draft CPC Meeting Minutes – December 19, 2016
- Exhibit #3 – Letter of Intent – Barnstable DPW – Centerville Recreation Building
- Exhibit #4 – Letter of Intent – Barnstable DPW – Osterville Bay Park & Fields
- Exhibit #5 – Letter of Intent – Barnstable DPW – US Custom House Carriage Shop
- Exhibit #6 – Letter of Intent – Hyannis Athletic Assoc. – Scarafille Field at McKeon
- Exhibit #7 – Letter of Intent – BLT – Acquisition of 0 Church Street, W. Barnstable

Exhibit #8 – Modified Application Tales of Cape Cod for Olde Colonial Courthouse  
Exhibit #9 – CPC Meeting Schedule 2017  
Exhibit #10 – Community Preservation Coalition Dues Notice for \$7,900  
Exhibit #11 – Letter from Town of Scituate CPC  
Exhibit #12 – PowerPoint – DPW – Centerville Recreation Building preservation  
Exhibit #13 – PowerPoint – DPW – Osterville Bay Park & Fields restoration  
Exhibit #14 – PowerPoint – DPW – US Custom House Carriage Shop preservation

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