



Town of Barnstable  
Growth Management Department  
**Economic Development Commission**  
[www.town.barnstable.ma.us/economicdevelopmentcommission](http://www.town.barnstable.ma.us/economicdevelopmentcommission)



BEDC Meeting Minutes  
August 26, 2014

Members present: Chris Kehoe – Chair, Hank Farnham, Tom Geiler, Jonathan Gilmore, Hartley Johnson, Roy Richardson

Members absent: Eric Steinhilber, Alan Feltham, Francis Wurzburg

Also present: GMD representatives; Jo Anne Miller Buntich, Mike Trovato and John Obrien.

Chair Kehoe called the meeting to order at 3:00 pm

Approval of Meeting Minutes – July 22, 2014 (*Exhibit B*)

**Motion duly made by Hank Farnham, seconded by Hartley Johnson to approve the minutes of July 22, 2014**

**Vote: Aye All. Minutes approved as is.**

New Business:

Economic Development Self Assessment Tool (EDSAT) Audience Response Poll – 46 Questions from the Dukakis Center  
EDSAT survey is an assessment tool. This is a test group. GMD has to ask all these questions to participate in the study and GMD will also add questions to survey larger groups. The EDSAT was administered using an Audience Response System (ARS). GMD will answer the straight data questions that are included in the EDSAT.

EDSAT (survey) administered – *Exhibit C*: EDSAT questions as administered to EDC on this date. Refer to recording.

GMD would like to add a version of the following questions;

- How important is the natural environment to the local economy? Or how can we leverage the natural environment to enhance the local Economy?

Discussion: This is included in Section 3 of our Comprehensive Development Strategy and within that in the Economic Development Plan. People/Business choose to come here because of the natural environment. Answers could include: Very Important, Moderately, Not moderately, No so important) CCYP survey question (this questions was of primary importance to the Cape Cod Young Professional demographic).

- How important are our cultural resources to the local economy? Or how do we incorporate cultural resources to enhance the local economy? Do cultural resources effect a certain sector?

Discussion: Culture and Arts are a major attraction to businesses and people. Cultural sector was a big addition in Section 3 of the Economic Development Plan.

- How does the seasonal aspect of our economy effect economic development? Does it only effect the tourism sector of our economy?

Discussion: Tourism forms 50-60% of our economic activity. We need to support the seasonal aspect because it is an important job creator and revenue source but to also to balance it with some year round development. EDC was asked to work on the wording of this question.

Discussion on shortage of affordable housing which discourages businesses from locating here. GMD will complete the numbers for the data questions dealing with housing, transportation and schools.

EDSAT is designed to inform our policy and enable us to focus on what would be successful for our town.

Discussion on who should be included in this survey: Chamber, Civic Associations, Cape Cod Commission, EDGR Economic Development and Government Relations subcommittee of the Hyannis area Chamber of Commerce.

Discussion on communication, interaction and partnership with the Hyannis Area and Cape Cod Chambers of Commerce, BID and Osterville. The Commission would like to see more interaction and cross participation amongst all local groups.

Kehoe: Chair Kehoe is Vice Chair of Chamber and Chair of the EDGR. There is interaction between these groups. Chair Kehoe will ask about administering the survey at the Chamber.

EDSAT could be helpful in developing a strategic plan.

#### GMD Summary

- Progress of Ridgewood Park – Neighborhood Stabilization project
- Parking discussion is ongoing
- Stones Antiques is being acquired by the town with the specific directive that it be a small park or open space. This is not a GMD project.

#### Regulatory & Zoning Subcommittee Report:

Geiler: The first meeting occurred on August 12<sup>th</sup>. EDC members Geiler and Farnham were present at this meeting. Invited Tom Perry and we talked about two issues he thought would be helpful to address;

1) Technology. Automating the regulatory process. This has been in the works for a long time (started talking about it in the 1990's). There are close to 5,000 building/licensing permit renewals issued every year. They have to apply in person and then come back in person to pick it up. If people could process these renewals online and then be able to print the permit out it would save a lot of time for business owners and would also alleviate a lot of traffic at 200 Main St. What is also needed is an electronic system for data collection (ie. tablets and automation for real time collection and entry of field data). Prices of fees and permits are based on the cost of service – this could be an improved cost of service and increase of fees to fund this. It would be cost effective over time, and in the long term it will cost less.

2) Zoning. Tom Perry Identified areas with significant issues; Rte. 28 from Yarmouth Road to the Yarmouth town line. This is the HG and Medical Services District. States there is nobody is interested in putting medical institutions there. Also it is difficult for owners of property there, currently if there is a shoe store and it closes, they can't just put another shoe store there. Use needs to be medical. Should be 'As of Right'. Also identified the highway business district was Yarmouth Rd. to the transportation depot – 'Hyannis Gateway' district. It doesn't look nice and there is no development going on there.

GMD will get status update from the Town Manager regarding the status of the e-permitting process. In the HG it is effecting the whole district not just Yarmouth Rd to the town line. EDC to give GMD direction of what the commission would like to see in zoning changes. Will send the comprehensive plan to the EDC for review.

Kehoe: It sounds like there has been a plan in the budget over time but it just hasn't moved forward to completion. It would free up employee time and make the whole process easier for the permittee. The automation would pay for itself after a while. The subcommittee to sit down and write out a recommendation to bring to the Commission.

Johnson: What scope are we looking at here (for automation)? Is it Software? Or is it equipment? Has anyone laid the project out to see what has to be done to make this happen? How much are we looking at? Can the regulatory services' revenue cover this project?

The Commission voiced unified support for the automation of the Regulatory Process.

Subcommittee tasks / Geiler:

- Subcommittee to set up a meeting with Richard Scali to get the scope of services.
- Identify what zoning needs to be changed and the type of language the commission wants to see.

Geiler: 'As of right' is an issue in the Medical Services district and nobody is developing there.

Kehoe: Automation will save money and time in services. Also could centralize permitting for event permitting. If there are businesses that wanted to go into a restricted use zone and couldn't - can we find out if they went somewhere else?

The Commission discussed bringing zoning change ideas to the Planning Board.

Liaison Reports:

*Richardson: Cape Cod Commission:*

- New monthly newsletter so people know what is happening with the Commission. *Exhibit D* Barnstable – The Reporter Town Edition.
- *Exhibit E* - Executive Summary – Public Release and Public Hearing Schedule for water quality plan update. Oct 7<sup>th</sup> Innovation Room at the Cape Cod Commission. This is an extremely important matter.
- Regional Policy Plan is also up for the five year review as headlined in The Reporter handout. Article for the five year review - stakeholders sought for feedback on this.
- Richardson referred everyone to the Cape Cod Commission website as a large resource of information.  
[www.capecodcommission.org](http://www.capecodcommission.org).

Farnham: Would like a follow up and status update on what has happened with the 21<sup>st</sup> Century Report. The report was drafted about five years ago by the 21<sup>st</sup> Century Committee. The report posed questions and made recommendations for changes to the regional policy.

Richardson stated he will check on the status of the 21<sup>st</sup> Century Committee report per Farnham's request.

*Johnson: Airport Commission:*

Cape Cod Community College is going forward with the education program with Cape Air. They have hangars for the use of training of airframe and repulsion systems (aircraft maintenance). Now we need companies here that perform airplane maintenance. The legislature overrode the Governor's Veto on the budget, therefore the money is coming for this program.

Kehoe: Would like one of the next commission meetings to be scheduled at the Airport.

Geiler: Previously the Airport had trouble with the sound of the engines and maintenance of the planes, which may be an issue.

Gilmore: Will contact the Cape Cod Young Professionals to become a member.

*Kehoe: BID:*

No real report on the BID. They do activities for example cleaning the gum off the sidewalk and maintaining flowers, making Main Street look beautiful.

*Kehoe: Chamber of Commerce:*

- Annual Dinner is on October 9<sup>th</sup> at Oyster Harbors.
- New event: Antique Motorcycle Show in Barnstable Village on Rte. 6A, September 28. Closing Rte. 6A from Fire Dept. (at Court Complex) to Old Jail Ln. 10 am to 2 pm. Select retail vendors (parts and memorabilia) and Antique Motorcycle clubs and collectors. The vendors will be located in the Court House parking lot.

Marketing Subcommittee:

Johnson: Would like to set up subcommittee meeting. Draft marketing plan to present to the council. Open invite to all commission members. Need to create and maintain jobs. Eric Steinhilber will be needed to bring our plan to the rest of the council. Need to schedule a meeting and post it with the Town.

Commission Consensus: Housing and the cost of living are large concerns for people who are thinking of moving and living here. The problem with affordable housing needs to be addressed. We need housing that is affordable to people who want to live and work here. Good jobs and social media have drawn the young people off the cape – they can't afford to live here with the jobs that are available here.

Public Comment: None

Motion to adjourn 4:49 pm. **Next BEDC meeting September 23, 2014.**

*BEDC Members' Board/Committee/Commission assignments:*

Hyannis Water Board	
HHDC	
Board of Health	Tom Geiler
Agriculture Committee	Hank Farnham
Waterways Committee	
Cape Cod Commission	Roy Richardson
Airport Commission	Hartley Johnson
CFAC	Hartley Johnson
Cape Cod Young Professionals	Jonathan Gilmore
Housing Committee	Hank Farnham
Cape Cod Chamber	Hank Farnham
Licensing Authority	Tom Geiler
School Committee	Alan Feltham
Town Council	Eric Steinhilber
Hyannis Area Chamber	Chris Kehoe
BID	Chris Kehoe

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

Exhibit A:	Meeting agenda dated August 26, 2014
Exhibit B:	Minutes dated July 22, 2014
Exhibit C:	EDSAT Survey Questions as administered 8/26/2014
Exhibit D:	The Reporter – Town Edition (Cape Cod Commission)
Exhibit E:	Press Release of Public Hearing Schedule for Section 208 Water Quality Plan Update

Respectfully submitted,  
Stacey Peacock  
Administrative Assistant Growth Management

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

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