

APPOINTMENTS COMMITTEE MEETING

June 22, 2026

4:00pm

Councilor Seth Burdick, Chair
Councilor Thomas Keane
Councilor John Crow
Councilor Gordon Starr
Councilor Charles Bloom

MEETING MINUTES

Chair of the Appointments Committee opened the meeting of the Appointments Committee in the Selectmen's Conference Room at 4:00pm and made the following announcement:

This meeting is being recorded and will be rebroadcast on the Town of Barnstable's Government Access Channel. In accordance with Massachusetts General Laws Chapter 30A, Section 20, the Chair must inquire whether anyone else is recording this meeting and, if so, please make their presence known. This meeting will be replayed via Xfinity Channel 8 or high-definition Channel 1072. It may also be accessed via the Government Access Channel live video on demand archives on the Town of Barnstable's website: <https://streaming85.townofbarnstable.us/CablecastPublicSite/?channel=1>

The administrator to the Town Council took Roll call:

Councilor Seth Burdick	present
Councilor Thomas Keane	present
Councilor John Crow	zoom
Councilor Gordon Starr	absent
Councilor Charles Bloom	present

Chair of Committee welcomed Jen Villa, who has applied to serve on the District Improvement Financing Advisory Committee as a business representative member.

June 12, 2026

Dear Members of the Appointment Committee,

I am writing to express my interest in serving as the business representative on the Hyannis District Improvement Financing (DIF) Advisory Committee.

As a business owner in Hyannis since 2009, I have had the privilege of experiencing firsthand the evolution of our village and the impact that strategic investment can have on the success of local businesses and the broader community. Over the past seventeen years, I have owned and operated multiple businesses in Hyannis, including The Little Beach Gallery and, currently, The West End restaurant, which my husband and I have owned since 2017.

Through these experiences, I have gained a deep understanding of both the opportunities and challenges facing small businesses. I have experienced Hyannis through periods of growth, change, and investment, and I have seen how improvements to our public spaces, infrastructure, and business districts can strengthen the local economy and enhance quality of life for residents and visitors alike. In addition to my role as co-owner of The West End, I am the Executive Director and Co-Founder of Love Live Local, a nonprofit organization dedicated to strengthening Cape Cod's local economy

through small business support, consumer education, and community events. This work has provided me with a broad perspective on the needs of local businesses and the importance of fostering a vibrant, sustainable commercial center in Hyannis.

I care deeply about the future of Hyannis and believe that thoughtful economic development and strategic public investment are essential to maintaining a thriving year-round community. I would welcome the opportunity to contribute my perspective as a long-time business owner, employer, and community advocate to the DIF Advisory Committee.

Thank you for your consideration. I would be honored to serve and help support the continued growth and success of Hyannis.

Sincerely,

Jen Villa

Co-Owner, The West End Executive Director & Co-Founder, Love Live Local

JEN VILLA

539 SOUTH ST. HYANNIS, MA. 02601
JENVILLA@GMAIL.COM • 508.776.0110

<p>EDUCATION</p> <p>Trinity College Hartford, CT. 1998 – 2002 Bachelor's Degree, Theater and Dance</p> <p>Term Abroad, Tuscany, Italy Fall Semester 2000</p> <p>Brooks Institute of Photography Santa Barbara, CA. 2005 – 2006 Associate's Degree, Visual Journalism</p> <p>AWARDS</p> <p>Woman of Impact Award Cape & Islands United Way September 2023</p> <p>40 under 40 Award Cape & Plymouth Business June 2015</p> <p>"Build a Better Mousetrap" Award Score Cape Cod & the Islands May 2014</p> <p>Small Business of the Year Hyannis Chamber of Commerce October 2013</p> <p>SKILLS</p> <ul style="list-style-type: none"> • Graphic Design • Web Strategy • Social Media • Content Creation • Project Management • Data & Analytics <p>COMMUNITY</p> <p>Hyannis Main Street BID Board Member 2017-present</p> <p>Cape Wellness Collaborative Founding Board Member 2014-present</p>	<p>SUMMARY</p> <p>Executive Director and experienced small business owner with a passion for supporting Cape Cod's local economy. Specializes in strategic marketing, event management, and community-driven programs. Skilled in leading teams, building partnerships, and executing successful initiatives that benefit local makers and businesses. Recognized for impactful contributions to the community.</p> <p>WORK EXPERIENCE</p> <p>Executive Director / Co-Founder Love Live Local 2012–present</p> <ul style="list-style-type: none"> • Lead the organization's mission to support Cape Cod's local economy through education, advocacy, and small business support. • Oversee all aspects of Love Live Local's operations, programs, and events, including the highly successful Love Local Fests. • Design and implement strategic marketing initiatives for social media, print publications, and online platforms. • Develop and manage two annual publications: Love Local Field Guide and Love Local Gift Guide. • Direct the curation and management of the Love Live Local retail store, supporting over 100 local makers. • Cultivate partnerships, sponsorships, and community relationships to grow Love Live Local's impact and reach. • Manage a small but dedicated team, guiding them in executing the organization's vision and objectives. • Spearhead programs and initiatives like the Boost Your Brand Workshops and the Local Business Boost Grant Program, providing essential support to local businesses. <p>Co-Owner The West End 2017–present</p> <ul style="list-style-type: none"> • Developed and branded a 233-seat restaurant and events venue • Led a full renovation of a historic building • Oversee business operations, financials, and staff management. • Direct all marketing, PR, and digital strategy to drive growth. <p>Owner The Little Beach Gallery 2009–2018</p> <ul style="list-style-type: none"> • Developed the concept and brand for art gallery and retail store that represented over 100 local artists. • Managed all store inventory, curated art exhibits and gallery openings. • Managed all daily operations, financials, marketing and advertising.
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Town of Barnstable
Application Form
Board/Commission/Committee Application Form

Name: Jen Villa Address: 23 Fifth Ave. Hyannis, MA. 02672
 Mailing Address: 539 South St. Hyannis E-mail: jenvilla@gmail.com
 Telephone: (H) _____ (W) _____ (Cell) 508.776.0110

Please list schools attended and /certificates or degrees earned: Trinity College, BA

Recent Work Experience/Employers/Profession: CO-OWNER, The West End restaurant
Executive Director, Love Live Local

Are you a resident and registered to vote in the town of Barnstable? Yes No Have you applied in the past? Yes No If yes, please when & which committee: _____

REQUIREMENT: TO SERVE, YOU MUST BE A RESIDENT AND REGISTERED TO VOTE IN THE TOWN OF BARNSTABLE.

Please rank in order of preference, (not more than five) Hyannis District Improvement Financing Advisory Committee

<input type="checkbox"/> Airport Commission	<input type="checkbox"/> Elderly & Disabled Taxation Aid Committee	<input type="checkbox"/> Old Kings Hwy Historic District Commission
<input type="checkbox"/> Appeals, Hyannis Main Street Waterfront Committee	<input type="checkbox"/> Golf Committee	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Board of Assessors	<input type="checkbox"/> Historical Commission	<input type="checkbox"/> Recreation Commission
<input type="checkbox"/> Board of Health	<input type="checkbox"/> Housing Committee	<input type="checkbox"/> Sarsy Neck Board
<input type="checkbox"/> Community Preservation Committee	<input type="checkbox"/> Human Services Committee	<input type="checkbox"/> Scholarship Committee
<input type="checkbox"/> Comprehensive Financial Advisory Committee	<input type="checkbox"/> Hyannis Main Street Waterfront Historic District Commission	<input type="checkbox"/> Shellfish Advisory Board
<input type="checkbox"/> Conservation Commission	<input type="checkbox"/> Infrastructure & Energy Committee	<input type="checkbox"/> Trust Fund Advisory Board
<input type="checkbox"/> Council on Aging	<input type="checkbox"/> JFK Memorial Trust Fund	<input type="checkbox"/> Water Quality Advisory Committee
<input type="checkbox"/> Cultural Council (Mid-Cape)	<input type="checkbox"/> Open Space Committee	<input type="checkbox"/> Waterways Committee
<input type="checkbox"/> Disability Commission	<input type="checkbox"/> Licensing Authority	<input type="checkbox"/> Youth Commission (high school students)
		<input type="checkbox"/> Zoning Board of Appeal

Signature: Jen Villa Date: 6/12/24

NOTE: Return completed form to: Barnstable Town Council Office, 367 Main St., Hyannis 02601, or FAX to: 508-862-4776. Or attach your application and email to: CommunityOffice@town.barnstable.ma.us. Additional documents (letter of interest & resume) should be included as well. Please always apply even if a vacancy does not exist, as memberships change often. If there are no current vacancies in your choices for appointment, your application will be kept on file for 2 years for future reference. Please be prepared to discuss your skill sets and any possible conflicts of interests at your interview.

Chair of Committee welcomed Sharon Harrison who has applied to serve on the Open Space Committee.

Town of Barnstable
Application Form
Board/Commission/Committee Application Form

Name: Sharon Harrison Address: 88 Oakville Ave, Osterville
 Mailing Address: same above 02655 E-mail: sharon.h.harrison@gmail.com
 Telephone: (H) _____ (W) _____ (Cell) 617-413-0887

Please list schools attended and/certificates or degrees earned: SNW UNIV MASS METAFIELD MA, UNIV MASS LOWELL, Framingham State University - MA
 Recent Work Experience/Employers/Profession: Retired BPS, Educator Simmons University, Northeastern

Are you a resident and registered to vote in the town of Barnstable? Yes No Have you applied in the past? Yes No If yes, please when & which committee: _____

REQUIREMENT: TO SERVE, YOU MUST BE A RESIDENT AND REGISTERED TO VOTE IN THE TOWN OF BARNSTABLE.

Please rank in order of preference, (not more than five)

<input type="checkbox"/> Airport Commission	<input type="checkbox"/> Elderly & Disabled Taxation Aid Committee	<input type="checkbox"/> Old Kings Hwy Historic District Commission
<input type="checkbox"/> Appeals, Hyannis Main Street Waterfront Committee	<input type="checkbox"/> Golf Committee	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Board of Assessors	<input type="checkbox"/> Historical Commission	<input type="checkbox"/> Recreation Commission
<input type="checkbox"/> Board of Health	<input type="checkbox"/> Housing Committee	<input type="checkbox"/> Sandy Neck Board
<input type="checkbox"/> Community Preservation Committee	<input type="checkbox"/> Human Services Committee	<input type="checkbox"/> Scholarship Committee
<input type="checkbox"/> Comprehensive Financial Advisory Committee	<input type="checkbox"/> Hyannis Main Street Waterfront Historic District Commission	<input type="checkbox"/> Shellfish Advisory Board
<input checked="" type="checkbox"/> Conservation Commission	<input type="checkbox"/> Infrastructure & Energy Committee	<input type="checkbox"/> Trust Fund Advisory Board
<input type="checkbox"/> Council on Aging	<input type="checkbox"/> JFK Memorial Trust Fund	<input type="checkbox"/> Water Quality Advisory Committee
<input type="checkbox"/> Cultural Council (Mid-Cape)	<input checked="" type="checkbox"/> Open Space Committee	<input type="checkbox"/> Waterways Committee
<input type="checkbox"/> Disability Commission	<input type="checkbox"/> Licensing Authority	<input type="checkbox"/> Youth Commission (high school students)
		<input type="checkbox"/> Zoning Board of Appeal

Sharon L. Harrison Signature Date: June 8, 2016

NOTE: Return completed form to: Barnstable Town Council Office, 367 Main St., Hyannis 02601, or FAX to: 508-862-4770. Or attach your application and email to Cynthia.Lovell@town.barnstable.ma.us Additional documents (letter of interest & resume) should be included as well. Please always apply even if a vacancy does not exist, as memberships change often. If there are no current vacancies in your choices for appointment, your application will be kept on file for 2 years for future reference. Please be prepared to discuss your skill sets and any possible conflicts of interests at your interview.

Has a passion for open space and conservation. Open space needs to be protected. Especially here on Cape Cod where everything is so fragile and depends on good stewardship. Has attended the Open Space Committee meetings and often comes to Town Council to speak at public comment. She loves her village of Osterville and wants to do what is best for Barnstable. Has the time to volunteer now and would like to be a part of the Open Space Committee.

The Appointments Committee considered the recommendation of James O'Neill, who worked for the Town of Barnstable in the past, and would like to serve on the Board of Assessors. He previously worked in the Board of Assessors and has since retired. He did some work at the Board of Health, but that has now come to an end and would like to reapply again since his employment is no longer at the town.

Town of Barnstable
Application Form
Board/Commission/Committee Application Form

Name: James O'Neill Address: 76 Race Ave, Mashpee MA 02648
 Mailing Address: same as above E-mail: jdoneill@comcast.net
 Telephone: (H) 508-920-1255 (W) 508-995-7329 (Cell) 508-221-2235

Please list schools attended and/certificates or degrees earned: Barnstable High School, Mashpee High School, UMass Lowell
 Recent Work Experience/Employers/Profession: Assessor in Mashpee, UMass Lowell, UMass Lowell

Are you a resident and registered to vote in the town of Barnstable? Yes No Have you applied in the past? Yes No If yes, please when & which committee: Board of Assessors Mashpee, UMass Lowell, UMass Lowell

REQUIREMENT: TO SERVE, YOU MUST BE A RESIDENT AND REGISTERED TO VOTE IN THE TOWN OF BARNSTABLE.

Please rank in order of preference, (not more than five)

<input type="checkbox"/> Airport Commission	<input type="checkbox"/> Elderly & Disabled Taxation Aid Committee	<input type="checkbox"/> Old Kings Hwy Historic District Commission
<input type="checkbox"/> Appeals, Hyannis Main Street Waterfront Committee	<input type="checkbox"/> Golf Committee	<input type="checkbox"/> Planning Board
<input checked="" type="checkbox"/> Board of Assessors	<input type="checkbox"/> Historical Commission	<input type="checkbox"/> Recreation Commission
<input type="checkbox"/> Board of Health	<input type="checkbox"/> Housing Committee	<input type="checkbox"/> Sandy Neck Board
<input type="checkbox"/> Community Preservation Committee	<input type="checkbox"/> Human Services Committee	<input type="checkbox"/> Scholarship Committee
<input type="checkbox"/> Comprehensive Financial Advisory Committee	<input type="checkbox"/> Hyannis Main Street Waterfront Historic District Commission	<input type="checkbox"/> Shellfish Advisory Board
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<input type="checkbox"/> Council on Aging	<input type="checkbox"/> JFK Memorial Trust Fund	<input type="checkbox"/> Water Quality Advisory Committee
<input type="checkbox"/> Cultural Council (Mid-Cape)	<input type="checkbox"/> Open Space Committee	<input type="checkbox"/> Waterways Committee
<input type="checkbox"/> Disability Commission	<input type="checkbox"/> Licensing Authority	<input type="checkbox"/> Youth Commission (high school students)
		<input type="checkbox"/> Zoning Board of Appeal

James O'Neill Signature Date: 6/10/16

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Chair of Committee asked the Committee members if they had any recommendation this evening based on prior interviews conducted previously. Councilor Keane made the recommendation of James O'Neill to the Board of Assessors as a regular member to a term expiring 06/30/2029. This was seconded by Councilor Bloom a roll call vote was taken

Councilor Seth Burdick	yes
Councilor Thomas Keane	yes
Councilor John Crow	zoom
Councilor Charles Bloom	yes

Chair of Committee asked for a motion to adjourn this was made by Councilor Keane, seconded by Councilor Crow, a roll call vote was taken.

Adjourn: 5:05pm.

Next meeting: July 06, 2026 at 4pm in the Selectmen's Conference Room