

TOWN OF BARNSTABLE

NOTICE OF MEETINGS OF TOWN DEPARTMENTS AND ALL TOWN BOARDS
As Required by Chapter 28 of the Acts of 2009, amending MGL Chapter 30A

NAME OF PUBLIC BODY – COMMITTEE, BOARD OR COMMISSION:

REGULAR MEETING AGENDA
COMMUNITY PRESERVATION COMMITTEE

2026 SEP 17 AM 8:56

BARNSTABLE TOWN CLERK

DATE OF MEETING: Monday, September 21, 2026

TIME: 5:30 p.m.

PLACE: The Community Preservation Committee (CPC) meeting is being held this evening by remote participation methods pursuant to Commonwealth of Massachusetts legislation.

Due to the replacement of the elevator at Town Hall, the Community Preservation Committee meetings will be held on Zoom for the foreseeable future.

Alternative public access to this meeting will be provided in the following manner:

1. 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://barnstable.cablecast.tv/internetchannel/watch-now>
2. Real-time public comment can be addressed to the Community Preservation Committee utilizing the Zoom link or telephone number and access code for remote access below.
Link:
<https://townofbarnstable-us.zoom.us/j/84461731978>

Or by calling the US Toll-free Telephone Number: 888-475-4499
Meeting ID: 844 6173 1978

3. Applicants, their representatives, and individuals required or entitled to appear before the Community Preservation Committee may appear remotely and are not permitted to be physically present at the meeting and may participate through the link or telephone number provided above. Documentary exhibits and/or visual presentations should be submitted in advance of the meeting to Sarah.Beal@barnstable.gov so that they may be displayed for remote public access viewing.

Meeting materials will be available at <https://www.townofbarnstable.us/boardscommittees/communitypreservationcommittee/> prior to the meeting.

This meeting of the Community Preservation Committee is being recorded and broadcast on the Town of Barnstable's Government Access Channel. In accordance with MGL Chapter 30A, s. 20, the Chair must inquire whether anyone else is recording this meeting and to please make their presence known

Call to Order:

Roll Call of the Members:

Minutes:

- Approval of the Draft Community Preservation Committee Regular Meeting Minutes from August 17, 2026.

Letters of Intent:

- A Letter of Intent has been received from Barnstable Land Trust (BLT) requesting \$50,000 in Community Preservation Open Space funds in support of the acquisition and preservation of one acre of open space woodland abutting 2.85 acres of existing Barnstable Land Trust conserved land and 50 acres of Hyannis Water Supply Division land. Conservation of this important property will help protect four drinking water wells for the community and will add to existing scenic open space. The property is addressed 52 Whip-O-Will Drive, Hyannis, Map 289, Parcel 022. The total purchase price of the property is \$160,000 and remaining funds will be raised by BLT through private fundraising and state grant funding (pending approval). The timeline for recording of the Conservation Restriction to the Town of Barnstable is by March 31, 2027. The Compact of Cape Cod Conservation Trust will act as interim conservation buyer to allow BLT sufficient time to raise funds.
- A Letter of Intent has been received from Barnstable Land Trust (BLT) requesting \$200,000 in Community Preservation Open Space funds to preserve an eighteen-acre parcel abutting the 246+ acre Bridge Creek Conservation area. This parcel is an exceptionally high value natural resource that contributes to the ecological integrity of West Barnstable and the wider region. The property is addressed 2320 Meetinghouse Way, West Barnstable, Map 155, Parcel 032/001. The total purchase price of the parcel is \$500,000 with a total project cost of \$615,750 and remaining funds will be raised by BLT through private fundraising and state grant funding (pending approval).

Applications

None received.

Correspondence Received

- None.

Project Updates:

- The CP-3 report to the state has been submitted.
- There continues to be discussion regarding feasibility of a comprehensive CPA recreation bond for the Town's playgrounds and parks.
- The Department of Public Works' Letters of Intent for the JFK Memorial Park restoration and the Application for the Osterville Recreation Comfort Station are on hold for comprehensive recreation bond discussions.
- The Department of Public Works is continuing to monitor the Centerville Recreation Center and will come back to CPC with a revised plan for review before proceeding to the Town Council.
- The Historical Society of Santuit and Cotuit has completed the work for the roof and siding of the Rothwell Icehouse building.

Member Discussion:

- Annual CPC Meeting
- Recent Town Council budget conversation related to funding the Comprehensive Wastewater Management Program update.

Public Comment:

Adjournment:

Next CPC Regular Meeting Scheduled October 19, 2026

Please Note: The list of matters is 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

For your information the section of the M.G.L. that pertains to postings of meetings is as follows: Except in an emergency, in addition to any notice otherwise required by law, a public body shall post notice of every meeting at least 48 hours prior to such a meeting, excluding Saturdays, Sundays and legal holidays. In an emergency, a public body shall post notice as soon as reasonably possible prior to such meeting. Notice shall be printed in a legible, easily understandable format and shall contain: the date, time and place of such meeting and a listing of topics that the chair reasonably anticipates will be discussed at the meeting. Meetings of a local public body, notice shall be filed with the municipal clerk and posted in a manner conspicuously visible to the public at all hours in or on the municipal building in which the clerk's office is located.



Town of Barnstable

COMMUNITY PRESERVATION COMMITTEE

www.town.barnstable.ma.us/CommunityPreservation

Email: CommunityPreservationCommittee@Barnstable.gov



Committee Members

Stephen Robichaud – Chair/Planning Board • Katherine Garofoli – Vice Chair • Farley Lewis – Clerk
Vacant - Historical Commission • Tom Lee – Conservation Commission • Tony Lapolla – Recreation Commission
Deborah Converse – Housing Authority • William Crocker – Town Council Liaison

Monday, August 17, 2026 DRAFT Regular Meeting Minutes 5:30 PM

Stephen Robichaud – Chair	Present
Katherine Garofoli -Vice Chair	Present
Farley Lewis - Clerk	Present
Deborah Converse	Present
Tom Lee	Present
Tony Lapolla	Present
William Crocker – Town Council Liaison	Present

Call to Order:

Notice of Recording: With a quorum present, Chair Stephen Robichaud called the meeting to order at 5:30 pm and read: “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 else is recording this meeting and to please make their presence known.” No one present was recording the meeting.

ROLL CALL: Tom Lee (present), Deb Converse (present), Katherine Garofoli (present), Farley Lewis (present), Tony Lapolla (present), and Stephen Robichaud (present).

Minutes:

- Approval of the Draft Community Preservation Committee Regular Meeting Minutes from June 15, 2026.

The motion of Katherine Garofoli was seconded by Tom Lee to approve the draft Community Preservation Committee meeting minutes from June 15, 2026 as submitted.

Roll Call Vote: Tom Lee (yes), Deb Converse (abstain), Katherine Garofoli (yes), Farley Lewis (yes), Tony Lapolla (yes), and Steve Robichaud (yes).
Motion carried.

Letters of Intent:

None received.

Applications

None received.

Correspondence Received

- Community Preservation Coalition Membership Dues Notice for FY27

After a brief discussion noting the importance and value of the Coalition, the CPC members agreed to continue membership in the Community Preservation Coalition for Fiscal Year 2027 and pay membership dues in the amount of \$7,900 from the CPC Administration Fund.

The motion of Steve Robichaud was seconded by Tom Lee to continue membership in the Community Preservation Coalition.

Roll Call Vote: Tom Lee (yes), Deb Converse (yes), Katherine Garofoli (yes), Farley Lewis (yes), Tony Lapolla (yes), Steve Robichaud (yes). Motion carried.

The motion of Steve Robichaud was seconded by Tom Lee to continue membership in the Community Preservation Coalition and expend \$7,900 in CPA Administration funds for Fiscal Year 2027 membership dues.

Roll Call Vote: Tom Lee (yes), Deb Converse (yes), Katherine Garofoli (yes), Farley Lewis (yes), Tony Lapolla (yes), Steve Robichaud (yes). Motion carried.

Project Updates:

- There is continued discussion regarding feasibility of a comprehensive CPA recreation bond for the Town's playgrounds and parks.
 - Chair Steve Robichaud reported that a meeting was held with Finance Director, Mark Milne, regarding some of the avenues available to the CPC for playground and park projects. He explained that short-term playground projects that could be brought to the forefront were discussed and the next step is to meet with the Town Manager to talk about goals and the discussions we have had regarding playgrounds in the Town and what can be done to move them along. Steve noted that the Town is experienced in setting up bonds and if Town Manager approval is received, the initiation period could potentially be only 2 months. Tom Lee suggested that to move the playgrounds along, part of the conversation could include whether existing CPC funds could be used to design one or two playgrounds in the interim. Steve agreed and said that this has been discussed and potentially the Town Manager could come forward with an application for one or two playgrounds using existing CPA funds rather than a bond if he decides to.
- The Department of Public Works' Letters of Intent for the JFK Memorial Park restoration and the Application for the Osterville Recreation Comfort Station are on hold for comprehensive recreation bond discussions.
 - Steve Robichaud mentioned that there have been discussions about the potential for having a Town-wide template for comfort stations which could reduce the costs associated with their design.
- The Department of Public Works is continuing to monitor the Centerville Recreation Center and will come back to CPC with a revised plan for review before proceeding to the Town Council.
 - Steve reported that further updates from DPW will be forthcoming.

- The Historical Society of Santuit and Cotuit has completed the HVAC project at their museum and has begun work on the roof and siding of the Icehouse.
- Mill Pond Conservation Restriction – 3640 Falmouth Road- was recorded June 25, 2026.
- Ribbon Cutting Ceremony for the Woodland Bog took place on June 30, 2026.
- Two Open Space Letters of Intent received from Barnstable Land Trust are anticipated for the September 21, 2026, agenda.

Member Discussion:

- FY 2027 Annual CPC Meeting
 - Mr. Robichaud mentioned that setting the date for the annual meeting was previously discussed at the last CPC meeting in August. He noted the limited access to Town Hall at least till the end of the year due to the replacement of the elevator requiring all Boards and Committees to hold virtual meetings until completed. CPC members discussed the choice to wait till January 2027 to hold an in-person annual meeting, or to hold the annual meeting virtually in October or November. It was noted that the FY 2026 annual meeting was held October 20, 2025, with the public hearing left open for public comment and edits until December 2025. The State distribution of CPA Trust amounts anticipated for the Town of Barnstable for FY 2027 is usually officially announced in November with an unofficial distribution amount usually known in October each year. After discussion and confirmation that there is no statutory requirement for timing of the CPC annual meeting, the CPC members agreed it was best to hold the annual meeting virtually in either October or November 2026.
- Appraisals for potential Open Space applications.
 - Chair Robichaud inquired about the need for a vote from the CPC members each time an appraisal is required for an open space application and whether a blanket vote for up to a certain amount set aside for appraisals could be made. It was noted that the appraisals provided from an applicant such as Barnstable Land Trust, are for the value of acquisition, however if the Town is going to hold the Conservation Restriction (CR) the CPC would want an appraisal of the separate value of the CR to ensure the amount requested for the acquisition of a CR is a good value for the Town. After discussion and notation that the CPC has previously done this, the CPC members agreed to set aside \$10,000 in CPC Administration funds to be used as needed to provide flexibility to respond to an opportunity as it arises.

The motion of Katherine Garofoli was seconded by Tom Lee to set aside \$10,000 CPC Administration Funds for the purpose of obtaining appraisals for CPC open space projects as needed. Call Vote: Tom Lee (yes), Deb Converse (yes), Katherine Garofoli (yes), Farley Lewis (yes), Tony Lapolla (yes), and Steve Robichaud (yes). Motion carried.

- Recent Town Council budget conversations related to funding the Comprehensive Wastewater Management Program.
 - Steve Robichaud said he wanted CPC members to be aware that recently there was Town Council discussions that potentially if there was a proposition 2 ½ override voted, there may coincidentally be considered a reduction of the percentage of CPA tax that is applied to property owners in the Town of Barnstable to offset some of the override costs. He noted that CPC members would of course be opposed to this because of the good work that is being done with CPA funds throughout the Town. He said we will need to pay attention to see how this progresses and suggested that the CPC as a group may want to consider sending a letter of strong opinion to the Town Council if this idea seems to be gaining traction. Katherine Garofoli said reduction of the CPA tax would be a terrible precedent and there would be no guarantee that the higher percentage would be restored in the future. Steve noted also that the CPC has some serious requests from DPW, the Affordable Housing Trust and Barnstable Land Trust in line. Katherine said she would draft a letter for the CPC to sign if necessary.

Public Comment:

None.

Adjournment:

The motion of Chair Robichaud was seconded by Katherine Garofoli to adjourn the meeting.

Roll Call Vote: Tom Lee (yes), Deb Converse (yes), Katherine Garofoli (yes), Farley Lewis (yes), Tony Lapolla (yes), Steve Robichaud (yes). Meeting adjourned.

Next CPC Regular Meeting Scheduled September 21, 2026

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

Exhibit 1 –CPC Regular Meeting Agenda, August 17, 2026.

Exhibit 2 – Draft Regular Meeting Minutes – June 15, 2026.

Exhibit 3 - Community Preservation Coalition Dues Notice for FY27

Respectfully submitted,
Ellen M. Swiniarski
Community Preservation Coordinator
Planning & Development Department

Please Note: The list of matters is 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 votes so, the Committee may go into Executive Session for specified allowable reasons. 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



August 11, 2026

To the Members of the Town of Barnstable Community Preservation Committee:

We are writing to submit this Letter of Intent for funding to preserve an important open space parcel in Hyannis, connected to existing protected open space.

Project Name: Whip-O-Will Land Protection Project
Owner: James Lawson Gattis & Sarah Linnell Sydney, as Trustees, Sydney Gattis Family Trust
Location: 52 Whip-O-Will Drive, Hyannis
Acres: 1 acre
Map & Parcel: 289/022
Purchase Price: \$160,000
Total Project Costs: \$231,000
CPA Request: \$ 50,000
Timeline: CR to be recorded by March 31, 2027
Applicant Contact: Janet Milkman, Executive Director
janet@blt.org
508-771-2585 x 101

Kelly Grant, Director of Land Conservation
kgrant@blt.org
508-771-2585 x 105

Barnstable Land Trust (BLT) is pleased to be in the process of acquiring a one-acre parcel of Hyannis woodland abutting 2.85 acres of existing BLT conserved land and 50+ acres of Hyannis Water Supply Division land.

BLT began working with the Sydney family in 2000, purchasing 2.85 acres of woodland property from Robert Sydney in a bargain sale. At that time, the family also agreed to grant BLT a right-of-first refusal for the remaining one-acre parcel, should they ever decide to sell it. Fast forward 26 years and Robert Sydney and his niece Sarah, who is now the owner of the one-acre property, remembered that commitment and reached out to BLT to give us the opportunity to protect this remaining acre of important natural woodland. Continuing the family's land conservation legacy, Sarah and her husband James have agreed to sell the one-acre parcel to BLT at a bargain sale price of \$160,000.

This is an important land acquisition project because it will not only help to protect four drinking water wells for the Hyannis community, but it will supplement existing scenic open space lands within a community that is underserved for passive recreation opportunities, and is burdened by environmental conditions and exposures, demographic and socioeconomic factors, and health conditions of the people living in the community.

Timeline for Preserving the Land: BLT has secured a Purchase and Sales agreement with the landowners. To allow BLT sufficient time to raise the funding for the acquisition, The Compact of Cape Cod Conservation Trusts, Inc. will act as an interim conservation buyer and will hold the property until a closing with BLT scheduled for end of March 2027.

Funding Request: Barnstable Land Trust seeks \$50,000 in Community Preservation Act funds in support of the project. The remaining funds and project costs will be raised by BLT through an application for state grant funding (pending approval) and through private fundraising.

A locus map of the project area is attached for information

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Janet Milkman". The signature is written in a cursive, flowing style.

Janet Milkman
Executive Director
Barnstable Land Trust, Inc.

52 Whip-O-Will Drive, Hyannis





August 11, 2026

To the Members of the Town of Barnstable Community Preservation Committee:

We are writing to submit this Letter of Intent for funding to preserve important wetland and upland woodland habitat in West Barnstable.

Project Name: Bridge Creek Land Protection Project
Owners: Burke Family
Location: 2320 Meetinghouse Way, West Barnstable, MA
Acres: 18 acres
Map & Parcel: 155/032/001
Purchase Price: \$ 500,000
Total Project Costs: \$615,750
CPA Request: \$ 200,000
Timeline: Deed and CR to be recorded by April 30, 2027
Applicant Contact: Janet Milkman, Executive Director
janet@blt.org
508-771-2585 x 101

Kelly Grant, Director of Land Conservation
kgrant@blt.org
508-771-2585 x 105

Barnstable Land Trust (BLT) is pleased to share that we are in the process of acquiring 18 acres of important woodland habitat abutting the 246+ acre Bridge Creek Conservation Area.

BLT has been in contact with members of the Burke family over a number of years in preparation for the moment when the family would be ready to sell this important parcel abutting their family horse stables in West Barnstable. The family has now accepted an offer from BLT for the sale of the property that will see this picturesque and ecologically important area protected in perpetuity.

This land acquisition project is a priority for BLT because the parcel contains exceptionally high-value natural resources that contribute to the ecological integrity of West Barnstable and the wider region, including:

- The entire parcel is designated by the Commonwealth as BioMap area, including BioMap Local Wetlands and Buffer, BioMap Vernal Pool Core Habitat, BioMap Critical Natural Landscape Coastal Adaptation Area. and BioMap Local Landscapes.
- The property abuts and enhances a large network of conservation lands, including the 246+ acre Bridge Creek Conservation Area. Protecting this land strengthens landscape connectivity, allowing wildlife movement between upland and wetland habitats and providing enhance passive recreation opportunities for the public.
- This hydrologically important parcel lies within the headwaters of Boat Cove Creek at its western end and the headwaters of Bridge Creek at its eastern end, with wetlands across the property serving both these watersheds. Boat Cove Creek and Bridge Creek both connect into the Barnstable Great Marsh and Barnstable Harbor.
- The property abuts the Sandy Neck Barrier Beach Area of Critical Environmental Concern (ACEC) designated in 1978 because of the area's extraordinary natural resources.

Timeline for Preserving the Land: BLT has secured the property under offer with the landowners. A Purchase and Sales Agreement is being finalized with the six family members. To meet the accelerated closing timeline required by the seller and to allow BLT sufficient time to raise the funding for the acquisition, The Compact of Cape Cod Conservation Trusts, Inc. will act as an interim conservation buyer and will hold the property until a closing with BLT scheduled for end of April 2027.

Funding Request: Barnstable Land Trust seeks \$200,000 in Community Preservation Act funds in support of the project. The remaining funds and project costs will be raised by BLT through an application for state grant funding (pending approval) and through private fundraising.

A locus map of the project area is attached for information

Thank you for your consideration.

Sincerely,



Janet Milkman
Executive Director
Barnstable Land Trust, Inc.

Bridge Creek Land Protection Project

2320 Meetinghouse Way, West Barnstable (18 acres)

Locus Map

