



Town of Barnstable Community Preservation Committee



www.town.barnstable.ma.us/growthmanagement/PropertyManagement/CommunityPreservation

Lindsey Counsell, Chair
Laura Shufelt, Vice Chair
Marilyn Fifield, Clerk

Theresa M. Santos, Administrative Assistant
Alisha P. Stanley, Project Coordinator

Minutes June 21, 2010

Members present: Marilyn Fifield, Tom Lee, Patrick Princi, Sue Rohrbach, Paula Schnepf, and Laura Shufelt
Members absent: Lindsey Counsell, Terry Duenas, Joe O'Brien

Meeting called to order at 5:11pm

Minutes of April 16th and May 17th postponed

Public Comment - none

Open Space and Recreation Plan

Status update provided by Elizabeth Jenkins, Growth Management Department

- Draft is out for public review and comment; public meeting is being held following the CPC meeting at 7pm in the Town Hall Hearing room; public comment period closes July 2, 2010
- Seeking letter of support from CPC
- Plan will be submitted to Division of Conservation Services on July 15, 2010 for certification; certification is required to maintain eligibility for a variety of grant opportunities
- Questions / comments may be directed to Elizabeth Jenkins at Elizabeth.jenkins@town.barnstable.ma.us
- Members will review plan and address request for letter of support at the July 19th CPC meeting

Correspondence received:

- Thank you letter from the Mills Family to CPC for assistance in preserving the land
- CBI reports and drawings received for both the School Administration Building (SAB) and the Old Selectman's Building (OSB); please contact Theresa Santos for copies of the reports; both projects will need to be reviewed by the TOB Legal Department for determination of what is eligible under the CPA; review of letters of interest for SAB and OSB postponed until July 19th

Letters of Interest

TOB Chili's Landscaping

- Review provided by Alisha P. Stanley, CPC Project Manager
- Seeking to improve site; requesting funds for plantings and irrigation
- Additional funding in the amount of \$5k sought and received from Affordable Housing and Growth and Development Trust Fund
- Maintenance of site and use of CPC funds; TOB Structures and Grounds has been contacted and agrees to perform the maintenance of the site
- Cost estimate for acquisition of trees, mulch, etc. provided by TOB Tree Warden
- Request for proposal to itemize additional funding sources and clarify costs and uses

Motion duly made by Paula Schnepf, seconded by Sue Rohrbach for the Letter of Intent for the Town of Barnstable, Chili's Landscaping move to application

VOTE: So voted unanimously

Hyannis Public Library

Represented by Ann Louise Harries

- Requesting historic funds in the amount of \$3,600 to secure an engineering firm to provide the necessary engineering services to begin the historic restoration
- First step identified – drainage and foundation needs; windows still need to be addressed; drill test on the sill done and identified need for repair
- Members agree that guidance from the TOB Legal Department is needed regarding CPA funding source (Administrative vs. Historic)

Motion duly made by Paula Schnepf, seconded by Tom Lee for the Letter of Intent for the Hyannis Public Library to move to application

General Discussion / New Business

Barnstable Housing Authority, 71 Pleasant Street

- Due to lack of quorum, Letter of Intent decision postponed until July 17th CPC meeting

Marstons Mills Historical Society

Represented by Kevin Galvin

- Requesting \$1,500 for protection of materials; better storage facility
- Members agree to seek guidance from TOB Legal Department regarding allowable expenses of CPA funds

Motion duly made by Sue Rohrbach, seconded by Tom Lee to move the Letter of Intent for the Marstons Mills Historical Society to application

Vote: So voted unanimously

Cotuit Public Library

Represented by Claudia Daggett, Library Secretary and Teresa Egan, Co-chair of the Long Range Planning Committee

- Requesting \$350k for improvements to the library; \$50k already raised
- Review of project aspects specifically in-line with the goals of the CPA
- CPC members request updated cost estimates be submitted to Theresa Santos
- Site plan approval received; engineered drawings completed; once funding is in place project can begin
- Members encouraged to visit the site
- Members are reminded that Historic CPA funds are very limited
- Jim Hadley, Historic Consultant would need to visit and assess the site
- CPC members request the TOB Legal Department to review Letter of Intent for CPA funding eligibility prior to a CPC decision

Motion duly made by Sue Rohrbach, seconded by Tom Lee to have the Letter of Intent sent to the Town of Barnstable Legal Department to fine tune the funding request before it goes to formal application; and that updated information be submitted prior to the July 2010 CPC meeting

VOTE: So voted unanimously

Town of Barnstable, Old Selectman's Building and School Administration Building

Motion duly made by Patrick Princi, seconded by Tom Lee to postpone review of the Letters of Intent until the July 19, 2010 CPC meeting

Discussion

* Members request for the TOB Legal Department to review funding request for CPA eligibility

Vote: So voted unanimously

Town of Barnstable, Best Buddies Easement

Represented by Alisha P. Stanley, CPC Project Manager

- Purpose is to acquire acquisition in the interest in the parcel located at 1014 Craigville Beach Road
- Determination of 'interest' value reviewed

367 Main Street, Hyannis, MA 02601 (o) 508-862-4678 (f) 508-862-4782

- Parking revenue – anticipated reimbursement to the Community Preservation Funds
- Funding request breakdown reviewed
- Members request more information; see other funding resource opportunities pursued; and identify additional uses for the parcel
- Goal is to create kayak access to Centerville River on this parcel
- Possibility exists for outside groups

Motion duly made by Sue Rohrbach, seconded by Marilyn Fifield to move the Letter of Intent for 1014 Craigville Beach Road to application

Discussion

- Clarification needed on what CPA funding source that the closing costs and legal fees would come from

Vote: Aye = Rohrbach, Fifield, Shufelt

Nay = Lee, Princi

Abstain = Schnepf

Motion passes – Letter of Intent moved to application

Fuller Farm

Represented by Jaci Barton, Barnstable Land Trust

- Review provided
- BLT has significant commitment to private donations of almost \$500k
- Conservation Commission fully supports project
- Land Grant in process of being written for \$500k; house on property may not be included in the proposal
- Appraisal not complete as of yet

Motion duly made by Tom Lee, seconded by Paula Schnepf for the Letter of Intent for Fuller Farm to move to application

VOTE: So voted unanimously

Paine Black House

Represented by Alisha P. Stanley, CPC Project Coordinator

- Project review provided
- Life Estate acquisition completed
- Window issues need to be addressed for sanitary codes; placement of dehumidifiers will help with the moisture issues
- RFP process / status for property lease discussed
- Maintenance vs. rehab discussed
- TOB Structures and Grounds approached for maintenance and interior work
- Request for CPC Historic Consultant Jim Hadley to re-visit the site

Motion duly made by Patrick Princi, seconded by Tom Lee to postpone decision on Letter of Intent for Paine Black House to July 19, 2010

Vote: Aye = Lee, Schnepf, Princi, Shufelt

Nay = Rohrbach, Fifield

Motion passes to postpone decision to July 19, 2010

Preservation of Affordable Housing (POAH) – Cromwell Court

Represented by Mr. Thacher Tiffany

- Background of POAH provided
- Project review provided
- Status – purchase is under agreement; seeking to extend the affordability for 40 years
- Proposed interior / exterior upgrades reviewed
- 40% funding commitment received
- Tenants displacement will be limited – not overnight

Motion duly made by Sue Rohrbach, seconded by Paula Schnepf for the Letter of Intent for Preservation of Affordable Housing / Cromwell Court to move to application

VOTE: So voted unanimously

General Discussion

Town Council (TC) Update

- Laura Shufelt spoke before TC on June 17, 2010; discussion included input regarding the use of CPA Historic funds on privately owned buildings and privately owned buildings situated on town owned / town leased land
- TC requested for CPC to draft a resolution for TC to review and respond to; then discuss where the priorities of TC are; workshop date to be determined;
- Project status update provided to TC as well
- Both CPC FY11 agenda items passed; Finance Director, Mark Milne seeking decision from the CPC as to where the excess debt service is coming from

Motion duly made by Paula Schnepf, seconded by Patrick Princi that the funds come from the Relevant Funds Balances (add to the unreserved fund balance for appropriation – add \$213,127 each for Community Housing, Historic Preservation and Open Space, and would then net \$61,346 from Historic Preservation and \$123,260 from Open Space so the balance would then be a little over \$3300k in Historic and \$1.7+ in Open Space)

VOTE: So voted unanimously

Financial Updates

- Financial updates will be a standing agenda item at each CPC meeting

Project Status Update – provided by Alisha P. Stanley, CPC Project Manager

- 50 Pearl Street: \$63 will be returned to Historic
- Aunt Sarah's House – 93 Pleasant Street: @\$4k will be returned to Housing
- 115 Pleasant Street: @\$32k remaining, a large portion will be returned to Open Space
- Chili's - @\$3k remaining – Alisha will check with the Finance Department and if still available will apply that amount to the Chili's Landscaping project before CPC now
- Remaining projects are active / closed based on the spreadsheet
- Suni Sands / Americorp project update

TOB – Town Hall Exterior

- June 29th – meeting with general contractor (Chapman Waterproofing Co.)
- Armory parking lot will be closed off until January to accommodate their equipment
- Bid update provided
- Energy Grant for windows received - \$152,000
- Total bid(s) lower than anticipated – not all approved funds necessary
- Once final reports are completed, they will be posted to the TOB website

Outstanding Projects

- Town Records de-acidification – completed in phases
- Mills property – Alisha will check on funds balance with CPC Chair and TOB Legal Department, and report back to CPC

Coastal Mitigation Logo

- Kevin Wade – Americorp: Designed new logo for signage

Representative from Recreation Committee

- Renee King has submitted application to replace Joe O'Brien

Closing Public Comment (none)

Next CPC meeting scheduled for July 19, 2010

Meeting adjourned at 6:42pm

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

Respectfully submitted
Theresa Santos
CPC Administrative Assistant

APPROVED