Town of Barnstable
COMMUNITY PRESERVATION COMMITTEE

www.town.barnstable.ma.us/CommunityPreservation
Email: CommunityPreservationCommittee@town.barnstable.ma.us

Committee Members

Lindsey B. Counsell – Chair • Stephen Robichaud – Vice Chair • Katherine Garofoli – Clerk • Barbara DeBiase-Historical Commission
Terry Duenas – At Large • Stephen Robichaud– Planning Board • Tom Lee – Conservation Commission • Vacant – Recreation Commission
Deborah Converse – Housing Authority • Farley Lewis – At Large • William Crocker– Town Council Liaison

Monday, March 16, 2026
APPROVED Regular Meeting Minutes
5:30 PM

Lindsey Counsell – Chair	**Present**
Stephen Robichaud -Vice Chair	**Present**
Katherine Garofoli- Clerk	**Present**
Deborah Converse	**Absent**
Tom Lee	**Absent**
Farley Lewis	**Present**
Terry Duenas	**Present**
Barbara Debiase	**Absent**

Call to Order:

Notice of Recording: With a quorum present, Chair Lindsey Counsell 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: Terry Duenas (present), Stephen Robichaud (present), Katherine Garofoli (present), Farley Lewis (present), and Lindsey Counsell (present). Deb Converse, Tom Lee, Barbara Dibiase (absent).

Review of the Draft Open Space Plan Update

Planning and Development (P&D) Assistant Director Kyle Pedicini said that the Open Space and Recreation Plan (OSRP) update is nearing completion and is hoping to present it to the Town Council at their next meeting on March 26, 2026. He noted that P&D has been working with the Open Space Committee since 2024 and started reviewing the 2018 OSRP update. He shared that there was a robust public process where consultants interviewed different stakeholders, CPC members and held an open house that provided residents' comments on needs and priorities for the Towns recreation amenities. Working with BSC Group, an initial draft was brought to the public in November 2025 and further revised according to that feedback as well as feedback from the CPC Chair and Vice Chair. He noted that the final plan can serve as guidance for the CPC for next 10 years as to the residents' priorities for open space and recreation planning coming from the community to decision makers like CPC.

CPC Members expressed their support of the resulting OSRP update and commended Mr. Pedicini for holding such a robust and transparent process.

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Minutes:

- Approval of the Draft Community Preservation Committee Regular Meeting Minutes from November 17, 2025.
  The motion of Stephen Robichaud was seconded by Katherine Garofoli to approve the meeting minutes as submitted.
  Roll Call Vote: Terry Duenas (yes), Stephen Robichaud (yes), Katherine (yes), Farley Lewis (yes), and Lindsey Counsell (yes). Motion carried.

Letters of Intent:

- A Letter of Intent has been received from Sturgis Library requesting $150,000 in CPA Historic Preservation funds for installation of a central cooling system replacing four inefficient window units in the oldest part of the building dating back to 1644 and used by visitors and researchers. The total project cost is $307,663.00 with $3,831.50 in Sturgis Library Funds secured and $153,831.50 anticipated through a 1:1 matching Massachusetts Cultural Facilities Fund grant application that is pending approval.

Sturgis Library Director Lucy Loomis explained the entire library is air conditioned except for the oldest historic section. She shared that prior suggestions for air conditioning for the historic portion of the building would not be appropriate and derogatory for the aesthetics. The Library is revisiting protection for this portion of the building and noted they have three proposals from contractors. She noted that the estimate from the Library's existing HVAC contractor was reluctant to bid unless more details on the specs were available and therefore came in with a high number. Ms. Loomis said that the numbers of the three proposals may change after the State grant funding for which they are seeking a match from CPC for is approved, saying they are in the grant phase and do not have final numbers but are asking CPC for $150,000 to match the $153,000 State grant application. Chair Counsell said it would be appropriate that CPC wait till there are 3 quotes and noted that Sturgis would need to make up any discrepancies. Chair Counsell noted from his site visit it was evident that inserting ducts in this very old building is very tricky and the price is understandable noting that other HVAC methods would be unsightly and inappropriate. Steve Robichaud agreed that although the numbers are surprising, they make sense after the visit to the site, saying a firm with experience with historic buildings is needed. There was discussion regarding the provision of a project budget including State funds awarded, fundraising, and other sources of funds at the Application stage. The amount of CPA funds provided thus far to Sturgis Library was requested to be included in the Application. Ms. Loomis clarified that the Sturgis Library Preservation Fund is intended for the maintenance and preservation of the building, not for major projects and said that Sturgis Library would come back to CPC after the amount of the Mass grant awarded was known and 3 bids on the new specs.

The motion of Terry Duenas was seconded by Katherine Garofoli to move Sturgis Library's Letter of Intent requesting $150,000 in Community Preservation Historic Preservation funds to the full Application stage which will include a final budget and previous CPA fund grant amounts awarded to Sturgis Library.
Roll Call Vote: Terry Duenas (yes), Stephen Robichaud (yes), Katherine (yes), Farley Lewis (yes), and Lindsey Counsell (yes). Motion carried.

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- A Letter of Intent has been received from the Department of Public Works requesting $2,415,500 in Community Preservation Act Funds for restoration work at the John F. Kennedy Memorial Park, Hyannis. Based on a 2017 condition assessment study by Weston & Sampson, restoration work proposed includes replacement of the plaza and fountain, restoration of the memorial seal and stone wall, repair or replacement of existing engraved stones, landscape, walkway, parking and access improvements as well as extension of the memorial into the lower lawn area overlooking the bay. The site holds immense historic value in preserving the memory of the 35th President of the United States and is a point of interest and pride for the Town of Barnstable and Cape Cod.

Town of Barnstable Town Architect, Mark Marinaccio, narrated a PowerPoint presentation noting that in 2017 Weston & Sampson completed an assessment and preliminary designs for restoration of the JFK Memorial. He displayed a picture of the JFK Memorial noting that the fence was not original and had to be installed because people were going into the fountain. He noted there would be $262,000 from another funding source. Work on the Memorial wall will consist of waterproofing the top to keep water from infiltrating. He said the bronze seal is showing signs of bronze disease and would be removed and sent off to have it restored. Ariel photo of the plaza and the original design including redwood slats in concrete which have deteriorated impacting the strength of the concrete. The Weston & Sampson design is new construction with a granite timeline in the plaza with quotes from JFK, an exterior walkway around the plaza with landscaping to mimic the original intent, and a walkway to the lower level where weddings and events happen which may or may not be appropriate for memorials. The proposal is to create a space outside of the memorial for those events. He displayed a slide that depicts the differences from the original design and what exists today. A budget breakdown was provided noting the need for architectural engineering drawings, hazmat testing of the wall, money to abate any findings, and funds for advertising and project management.

Lynne Poyant, Chair of the JFK Memorial Trust Fund explained they started looking at this prior to the 50th anniversary of the memorial July 8, 2016, and then kept hoping the restoration would be in place for the 60th anniversary of JFK's assassination. She explained that money had to be spent on the pool because the mechanical is under the plaza and was problematic to reach. She noted that they are considering the project to be a restoration as opposed to a renovation of the memorial. Town Citizens in 1963 after assassination of JFK decided this was necessary. For years the coins collected at the pool and to this day, go to scholarships for Barnstable students such as the sailing program that Recreation Division runs and other youth related activities in the town. In answer to CPC members, Ms. Poyant explained that the JFK Trust Fund was set up at a 1968 Town Meeting because people were dropping money into the pool. The Trust Fund was designed to benefit the youth of the Town and when collections dropped off, the Trust started selling JFK Memorial hats. Mark Marinaccio confirmed that about $100,000 of the $262,000 coming from other sources, would come from the Trust Fund, the rest would come from the general fund, saying that the restoration of the memorial was identified as a project that could be funded through CPA and other grants when submitted as a CIP project for several years.

Chair Counsell noted that there are three projects that represent a large portion of the remaining CPC fund budget, saying there is a discussion regarding a recreation bond

later in tonight's agenda and that the CPC annual meeting priorities focused on playground work possibly through a bond issue. He recommended that the JFK Memorial and the Osterville Comfort Station projects be tabled for this meeting to allow for an opportunity to determine feasibility of a bond for recreation projects. Chair Counsell listed many outstanding projects totaling $10M which could be started if a bond was in place. The CPC members agreed that without a bond it will get very tight to try to fund everything coming forward. It was also noted that it would be preferred for CIP commitment to be established for projects before coming to the CPC for the balance.

The motion of Lindsey Counsell was seconded by Stephen Robichaud to table the JFK Memorial Letter of Intent and the Osterville Comfort Station Application to allow for the opportunity to discuss the feasibility of a CPA recreation bond for funding multiple playground and park projects.
Roll Call Vote: Terry Duenas (yes), Stephen Robichaud (yes), Katherine Garofoli (yes), Farley Lewis (yes), and Lindsey Counsell (yes). Motion carried.

Applications:

- An Application has been received from the Department of Public Works (DPW) requesting $1,049,272 in Community Preservation Open Space and Recreation Funds for the creation of a new 1,200 s.f. restroom facility at the Osterville Recreation site located at 93 West Bay Road. The total estimated project cost is $1,667,263 with $625,991 in capital funds provided. This project seeks to enhance the overall experience for residents and visitors by providing updated restroom facilities, additional storage, improved parking and revitalized landscaping. Additionally, the project includes the installation of a new basketball/street hockey court which could not be completed during initial field construction due to budget constraints. ***CPC voted to table this Application to allow for an opportunity to explore feasibility of a recreation bond for multiple playground and park projects.***

- An Application has been received from the Department of Public Works (DPW) for Community Preservation Open Space and Recreation Funds to update the existing ballfield at the Centerville Recreation Building site located at 524 Main Street, Centerville. The DPW is requesting $930,670 in Community Preservation Open Space and Recreation funds. In 2023, the Town of Barnstable appropriated $827,376 for additional parking and other site improvements allowing for ADA compliant access to both the playground and ballfield. The proposed initiative seeks to comprehensively rejuvenate the ballfield area and has received strong community support. A new site appropriate 60-foot baseline regulation infield will be created with a short practice outfield. New benches, a durable backstop, an outfield fence and a prefabricated comfort station and septic system are included in the project.

Town of Barnstable Town Architect, Mark Marinaccio, narrated a PowerPoint presentation. He noted that two years ago he brought the playground to the community and the meeting ended up being about the ballfield and resident's desire to keep it. He said that the total amount of $930,670 includes bringing in a prefabricated restroom facility to the site. He noted that the current condition of field is rough and is currently used for pick-up games. The comprehensive field study from 12 years ago identified this site as a multipurpose field, but strong community reaction was to be able to

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continue to have pick-up games here. Mr. Marinaccio noted that only a Pinto ballfield fit the site with a regulation infield and short outfield. Slides depicted the location of the prefab restroom facility which would be upgraded with shingles or clap board. It was noted that a facility that had two toilets instead of one cost $300,000. Mark Marinaccio confirmed that there would be electricity in the restroom facility building if heat was desired and that it would be ADA compliant, and he confirmed that the same prefab option is being considered for Osterville. There was discussion regarding the orientation of home plate, surrounding property, and the parking lot and options. It was decided that the layout should be oriented so balls are hit away from the parking lot and the back stop modified to contain foul balls.

The motion of Lindsey Counsell was seconded by Stephen Robichaud to approve and recommend the DPW's request for $930,670 in Open Space and Recreation funds to construct a field with a revised layout oriented so balls are hit away from the parking lot and modifying the back stop to contain foul balls.
Roll Call Vote: Terry Duenas (yes), Stephen Robichaud (yes), Katherine Garofoli (yes), Farley Lewis (yes), and Lindsey Counsell (yes). Motion carried.

Correspondence Received

- Affordable Housing Growth & Development Trust Fund Board End of Fiscal Year 2025 and Financial Position Report as of June 30, 2025, Related to the Award of Community Preservation Act Funds.

Project Updates:

- The Mill Pond Conservation Restriction Application was approved by Town Council on November 20, 2025. Conservation Restriction process is underway.
- Conservation Restrictions for the Harju and Prince Avenue properties were approved at the December 4, 2026, Town Council meeting and have been granted to Barnstable Land Trust.
- A plan for the Conservation Restriction area for 230 Old Colony Road has been completed and subsequent to Planning Board and Town Council approval, a conservation restriction for the area will be granted to Barnstable Land Trust.
- The closing for Smith's Creek Conservation Restriction took place on December 8, 2025.
- An updated Letter of Intent is anticipated from Oddfellow Lodge based upon the building assessment completed by the consultant. Confirmation of non-profit status is underway.
- The consultant has submitted a final draft preservation restriction for the South Congregational Church Burial Ground to Massachusetts Historical Commission and is awaiting approval.
- Planning & Development's Application for CPA funds for hiking trail signage was approved by Town Council on January 8, 2026.

Member Discussion:

- Conflict of Interest Training PowerPoint- Stephen Robichaud
    - After discussion, it was decided that the PDF of the PowerPoint would be shared with CPC members through email.
- Letter of Support from CPC Members RE: Recreation Bond

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- Vote to authorize the Chair and Vice Chair to begin preliminary discussions with all related stakeholders and report back to the CPC.
  After discussion and identification of the need, and a listing of the many projects that could benefit, the CPC Members agreed unanimously to support preliminary discussions regarding the feasibility of a recreation bond for a comprehensive approach for Town playgrounds and parks.

The motion of Stephen Robichaud was seconded by Terry Duenas to authorize the CPC Chair and Vice Chair to begin preliminary discussions with all related stakeholders and report back to the CPC as outlined in the letter included in the March 16, 2026, meeting packet.
Roll Call Vote: Terry Duenas (yes), Stephen Robichaud (yes), Katherine Garofoli (yes), Farley Lewis (yes), and Lindsey Counsell (yes). Motion carried.

- Discussion and vote to authorize expending $9,600 each for two requisite Baseline Documentation Reports from the CPC Administration Fund for 5 parcels that the Town of Barnstable will be granting CRs as mitigation for Phase 3 of the CC Bikeway Project (total $19,200).
  Chair Counsell clarified that four of the parcels are in the Mary Dunn Road area with Conservation Restrictions to be granted to Mass Fish and Wildlife and one 75-acre parcel in the Bridge Creek area. The Town of Barnstable, as owners of the property, are required to provide the Baseline Documentation Reports to the State. There will be a request for at least 2 other bids for this work, 3 total, as required.

  The motion of Stephen Robichaud was seconded by Farley Lewis to expend up to $19,200 from the CPA Administration Fund for required Baseline Documentation Reports for 5 parcels that the Town of Barnstable will be granting CRs as mitigation for Phase 3 of the CC Bikeway Project. Two additional quotes will be obtained with the hiring of the lowest bidder.
  Roll Call Vote: Terry Duenas (yes), Stephen Robichaud (yes), Katherine Garofoli (yes), Farley Lewis (yes), and Lindsey Counsell (yes). Motion carried.

- Draft FY 2026 CPC Plan
  The motion of Lindsey Counsell was seconded by Stephen Robichaud to close public comment and accept the FY 2026 CPC Plan.
  Roll Call Vote: Terry Duenas (yes), Stephen Robichaud (yes), Katherine Garofoli (yes), Farley Lewis (yes), and Lindsey Counsell (yes). Motion carried.
- Format for April 27, 2026, Meeting.
  - It was decided that the format for the April 27, 2026, meeting would be scheduled to be held remotely.

Public Comment:
None.

Adjournment:

The motion of Stephen Robichaud to adjourn the meeting was seconded by Terry Duenas.
Roll Call Vote: Terry Duenas (yes), Stephen Robichaud (yes), Katherine Garofoli (yes), Farley Lewis (yes), and Lindsey Counsell (yes). Meeting adjourned.

The Next CPC Regular Meeting is scheduled to be held remotely
April 27, 2026, 5:30 p.m.

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

Exhibit 1 –CPC Regular Meeting Agenda, March 16, 2026.
Exhibit 2 – Draft Regular Meeting Minutes – November 17, 2025.
Exhibit 3 – Letter of Intent – Sturgis Library – HVAC System
Exhibit 4 – Letter of Intent – DPW – JFK Memorial Park Restoration
Exhibit 5 – PowerPoint Presentation – JFK Memorial Park Restoration
Exhibit 6 - Application – DPW – Osterville Recreation Area
Exhibit 7 - Application – DPW – Centerville Recreation Ballfield
Exhibit 8 - PowerPoint Presentation – Centerville Recreation Ballfield
Exhibit 9 - Affordable Housing Growth & Development Trust Fund Board End of Fiscal Year 2025 and Financial Position Report as of June 30, 2025.
Exhibit 10- Letter of Support from CPC Members RE: Recreation Bond Letter

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**

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