



# The Town of Barnstable

Community Preservation Committee  
367 Main Street, Hyannis, MA 02601  
Office: 508-862-4678 Fax 508-862-4782



Lindsey Counsell, Chair  
Laura Shufelt, Vice Chair

Sue Rohrbach, Clerk  
Theresa M. Santos, Administrative Assistant  
Alisha Parker, Project Coordinator

## MINUTES *Approved* May 20, 2008

Meeting called to order at 5:02 PM

**In Attendance:** Lindsey Counsell, Tom Lee, Paula Schnepf, Laura Shufelt, Terry Duenas, Marilyn Fifield

*Minutes:* April 15, 2008

*Motion duly made by Tom Lee, seconded by Sue Rohrbach*

*VOTE: So voted unanimously*

### *Correspondence*

Letters of support received:

- On behalf of the Cape Cod National Railway Society from:  
West Barnstable Civic Association, Alfred Schofield, Diane Ross, Donald Ellis, David Anthony, Kate Bavelock and Doug Hill

Letters of opposition – none received

Miscellaneous correspondence received

- Status report from John Juros of DPW
- CPC timeline 2008 / 2009 – updated
- Housing Brief – from Citizen's Housing and Planning Association
- CPC Restriction Priority List
- CPA & Affordable Housing Workshop
- Funding status sheet as of 5/19/08

Application correspondence received

- Village Green – Supply and Demand Analysis
- Cape Cod National Railway Society – Updated Letter of Interest and Preservation Planning Report

### *Discussion*

- Regarding correspondence of Village Green; confirmation that CPC has completed its process and Village Green is now before the Town Council, which was heard on 5/15/08 and continued.
- Clarification requested by Paula Schnepf regarding 'letter of interest' process; provided by Chairman

### *Public Comment*

Ann Canedy, Town Councilor - Requests a copy of the Village Green Market Analysis report; Theresa will supply

### *Site Visits*

- Rescheduled from Saturday, June 7<sup>th</sup> to Saturday, June 14<sup>th</sup>; all available board members will meet in the Town Hall parking lot at 10:00am; Theresa to assemble schedule and notify both board members and applicants
- Board feels site visits are beneficial after the letter of interest and prior to application process

### *Letter of Interest Review*

**Eben L. Johnson – Historic Archive Transcript – Town of Barnstable Records**

Represented by Mr. Johnson

- Review of proposal provided and sample books reviewed

- Concern about the proposal meeting the definition of historic under CPA funding – clarified; clarification that the sample notebooks are a copy of a copy
- Mr. Johnson states that the first two volumes of the originals are not locatable
- Open discussion about type of reproduction resulted in preference for photo reproduction; hard cover binding; inclusion of digital scan and additional copies.
- Should application be approved by CPC, approval from the Barnstable Historical Commission is required as well

**Motion duly made by Sue Rohrbach, seconded by Tom Lee to Move to Application**

**VOTE: So voted unanimously**

**Cape Cod National Railway Society – *Historic Restoration***

For the record: Marilyn Fifield has recused herself from discussion

Represented by Jeffrey Foster

- Review of proposal provided
- History of station, and comparison to other local railroad stations provided
- Committee requests site visit; scheduled for Saturday, June 14<sup>th</sup> between 10:00am and 2:00pm
- Letter of Intent decision anticipated at June 17<sup>th</sup> CPC meeting
- Should application be approved by CPC, approval from the Barnstable Historical Commission is required as well
- Correspondence will be sent to applicant

**Sean Walsh / The Quarterback Club – *Historic Preservation***

No representation

*Discussion*

- Potential funding only applicable if preservation cases are climate controlled
- Correspondence will be sent to applicant requesting additional information

**Town of Barnstable – *Affordable Housing / Historic Preservation***

Represented by David Anthony, Chief Procurement Officer, Town of Barnstable

- Proposal reviewed
- Discussion as to whether funding falls under Historic or Housing; decision was historic; intention has not changed regarding the unit fall under affordable housing; concerns surround deed restrictions, referred to legal department
- Current tenant will work on interior
- New heating plant installed recently
- Building is in need of windows, doors, shingles, trim boards and roof
- Committee requests John Juros of DPW conduct structure status, fee to be paid out of CPA Admin funds; Committee advised that both John Juros and Steve Sundelin have previously examined the dwelling; Chairman requests for David Anthony to contact John Juros for further examination.
- Site visit will take place on Saturday, June 14<sup>th</sup> between 10:00am and 2:00pm.
- Applicant advised that approval from Old King's Highway is required as well
- Letter of Intent decision anticipated at June 17<sup>th</sup> CPC meeting
- Correspondence will be sent to applicant

**Town of Barnstable – *Open Space and Recreation***

Best Buddies Easement - postponed

**Liberty Hall Club – *Historic Preservation***

Represented by David Kettes, member of Liberty Hall Club

- Proposal reviewed
- Current photos and data provided to committee members
- Site visit will take place on Saturday, June 14, 2008 between 10:00am and 2:00pm
- Chair suggests for application to move directly to application so applicant can facilitate RFP for the Historic Conditions Assessment; site visit will take place
- Should application be approved by CPC, approval from the Barnstable Historical Commission is required as well
- Letter of Intent decision anticipated at June 17<sup>th</sup> CPC meeting
- Correspondence will be sent to applicant

**Luke Vincent Powers Foundation – *Recreation – Accessible Playground***

No representation

- Proposal not eligible for funding under CPA; Letter of ineligibility will be sent

### **Housing Assistance Corporation – Housing – Homeownership Purchase Program**

Represented by Nancy Davison, Housing Assistance Corporation

- Review provided
- No particular homes identified; submitted materials identified several real estate listings available that represent type of homes sought
- Proposing the creation of 10 additional affordable home ownership units for the Town of Barnstable that would be restricted in perpetuity by purchasing and rehabbing the major infrastructure items – then selling to first time homeowners who are earning less than the 80% of area medium income
- Discussion regarding DHCD funding possibilities as well
- Project has a one year timeline
- Letter of Intent decision anticipated at June 17<sup>th</sup> CPC meeting; correspondence will be sent to applicant

### **Hyannis Public Library - Historic Restoration**

No representation

#### Discussion

- Clarification on eligible items for CPC funding: Only applicable item on submitted Letter of Intent pertains to the Ora A. Hinckley building.
- Approval on exterior work from Hyannis Main Street Waterfront Historic District Commission is required
- Given that extensive work has been done on the building, it is possible that a status report may already exist
- Site visit will take place on Saturday, June 14, 2008
- Correspondence will be sent to applicant

### **General Discussion**

*Liberty Hall –*

- The possibility of moving directly to application process
- Response from Chairman – tends to agree, but encourages site visit first prior to decision
- Guidelines surrounding historical restoration and the maintaining of original windows

*Barnstable Housing Authority – WHIP - (Paula Schnepf recuses)*

- Clarification on requirement to return unspent funds: Applicant had a timeline in place from the Town Council; timeline has passed and unspent funds must be returned; applicant is encouraged to reapply to CPC beginning with a Letter of Intent – follow CPC procedures
- Inquiry as to applicant proceeding directly from application due to time constraints of purchase and sales agreements in place

**Motion duly made by Sue Rohrback, seconded by Tom Lee for the Barnstable Housing Authority to submit application in lieu of Letter of Intent for the two pending units**

**VOTE: So voted unanimously**

*Status report from John Juros*

- Comments: Roof on Centerville Community Center looks great; Terry Duenas will view the West Barnstable Community Building and report back to committee; remainder of items are on track

### **Community Preservation Plan**

- Land Acquisition and Preservation Committee has requested to review the Plan
- Request for input from CPC and LAP; time will be allotted at CPC meeting of 6/17/08; need to reference Letter of Interest Process
- Suggest an informational ‘scroll’ on Channel 18 informing the public of the CPC timeline and processes; Terry Duenas to facilitate
- CPC information located on the Town of Barnstable website needs updating as well
- Working draft with updates and input will be available at the next CPC meeting and should be ready for approval

**Closing Public Comment - None**

Meeting adjourned at 6:13pm

*Respectfully submitted*

*Theresa M. Santos*  
*CPC Administrative Assistant*