

TOWN COUNCIL  
ASSET MANAGEMENT ADVISORY COMMITTEE  
Selectmen's Conference Room  
Thursday September 29, 2020 – 6:00pm

MEETING MINUTES

**PRESENT:** Councilor Eric R. Steinhilber; Councilor Paul C. Neary; Councilor Tracy Shaughnessy; Councilor Kristine Clark; Councilor Matthew Levesque; David Anthony, Director of Property and Risk Management

The Chair of Committee opened the meeting up at 6:00pm. Roll call was taken by Town Council Administrator, all members present for quorum.

Councilor Eric R Steinhilber (CHAIR)  
Councilor Matthew Levesque  
Councilor Paul C Neary  
Councilor Kristine Clark  
Councilor Tracy Shaughnessy

Chair of Committee introduced David Anthony, Director of Property and Risk Management who presented an update on the Cotuit Elementary School after a meeting he had with the Cotuit Water Commissioners, who had sent two previous letters asking us to be considerate of being downstream of the water, or anything going into the ground or change or use could seriously impact them, Mr. Anthony was invited to their meeting to discuss the same presentations he and the Department of Public works had made regarding the different scenarios and the cost associated with each idea. The Commissioners also had concerns of density in that area as well, so they raised a lot of the concerns raised by the residents of Cotuit. The Commissioners also showed interest in the property, and the best way to control what happens up stream is if they had control of the property, and it would also allow them the opportunity for a future water treatment facility. Mr. Anthony also heard from them that if the Town decides to dispose of this parcel, to please keep in mind their concerns, and possibly putting those concerns in a deed restrictions, they also gave a number of interest ideas for them to possibly use the structure for future meetings, and preserving the land as is for the community to enjoy. The Town would still have the 7 acres of buffer of the tree lines that abuts the property. The Commissioners asked for the blue prints that the Town Architect has so they can see what the Town had come up with.

Mr. Anthony also mentioned that the Cape Cod Collaborative was not entirely done yet as far as the move of their Sandwich location, so discussions are ongoing as well with them.

Plans to start to heat the building on October 15, 2020, ideally we would like a short term tenant in there to help with the heating by December 15, 2020.

Councilor Clark believes that it is a good deal for the Town for the Cotuit Water to obtain the land, as she has been very outspoken about finding new water sources.

Chair of the Committee mentioned that we had already discussed that demo of the building was in the best interest of the Town; however that decision can be decided against all the way up to when the bull dozer hits the ground. Chair of Committee mentioned the Town should look into getting any kind of revenue moving forward to help with the bills to heat it and electricity as well, so we should be looking at those types of scenarios as well.

Councilor Levesque wanted to mention that if there was anyway of preserving the fields and recreation portion of the land for the Village of Cotuit since that is the only location for them for recreation, and as we heard from the residents, every other village has some sort of recreation building,

and Cotuit does not, so in looking at that if that portion could at least be preserved for them that would be something he would be in favor of. Reach out to the Cotuit Kettelers to see if they may have use for the ball fields that are there.

Mr. Anthony presented the following to the Committee:

Asset Management Advisory Committee  
September 29, 2020  
Town of Barnstable

### **RECAP**

In May 2019 we looked at identifying Tax Possession and other Town owned parcels for possible RFP/Development for housing.

- Single parcel/Single Unit
- Single parcel Multi unit housing
- Combination of parcels (Assemblage) for Multi-Unit Housing

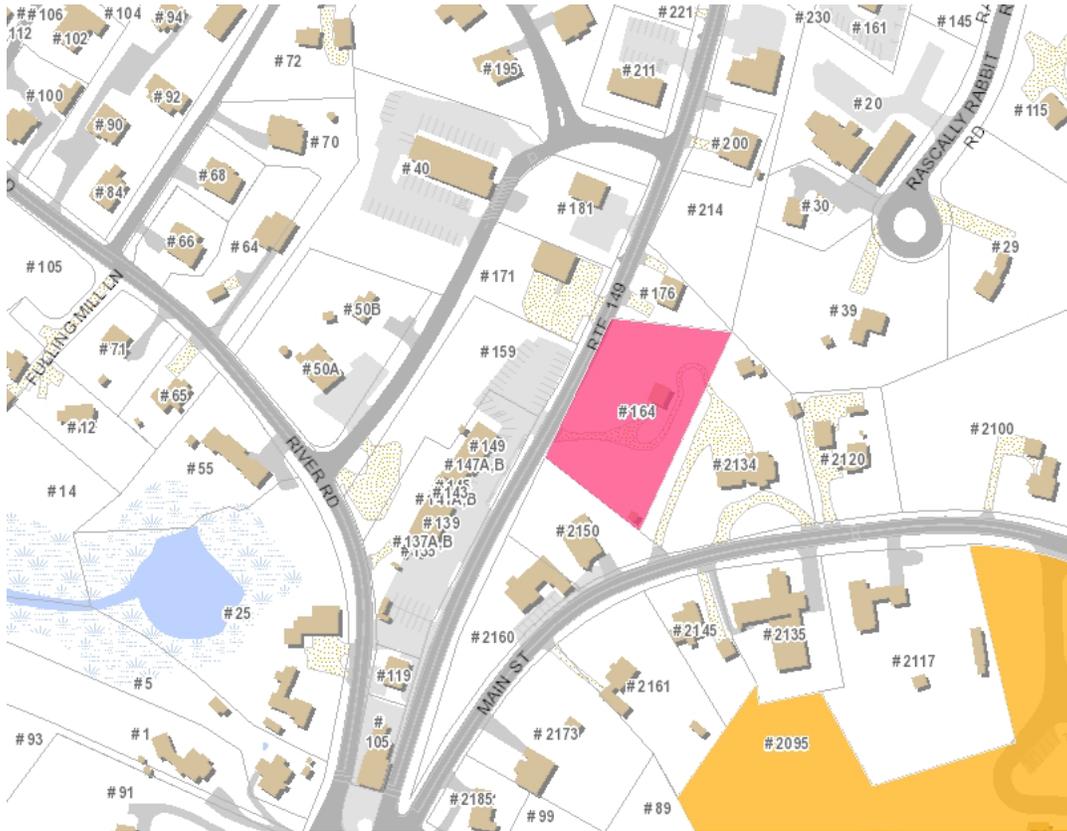
### **Meeting topics Recap**

- 2-27-20 Focus on Large buildings Mills, Cotuit, Armory, 200 Main Street.
- 6-9-20 Specific focus on options for Cotuit Elementary. Village input sought.
- 7-23-20 Continued Village input. Ideas for subdividing parcel and demolition of building.
- 8-26-20 DPW input – costs and challenges for demolition (Intro of CIPs for both empty schools for demo Fiscal Year 2022).
- 9-29-20 Update on Cotuit Water District interest in Cotuit Elementary property. Return to disposition discussion for other Town owned parcels.

### **Properties that did not sell in Round 1**

- 221 Ebenezer Osterville (Bidder withdrew)
- 59 Tevyaw Road, Hyannis (Rcvd no bids)
- Block of four Cotuit parcels (Bidder withdrew)
  - 117 Oakwood Street
  - 121 Oakwood Street
  - 125 Oakwood Street
  - 63 Pine Ridge Road

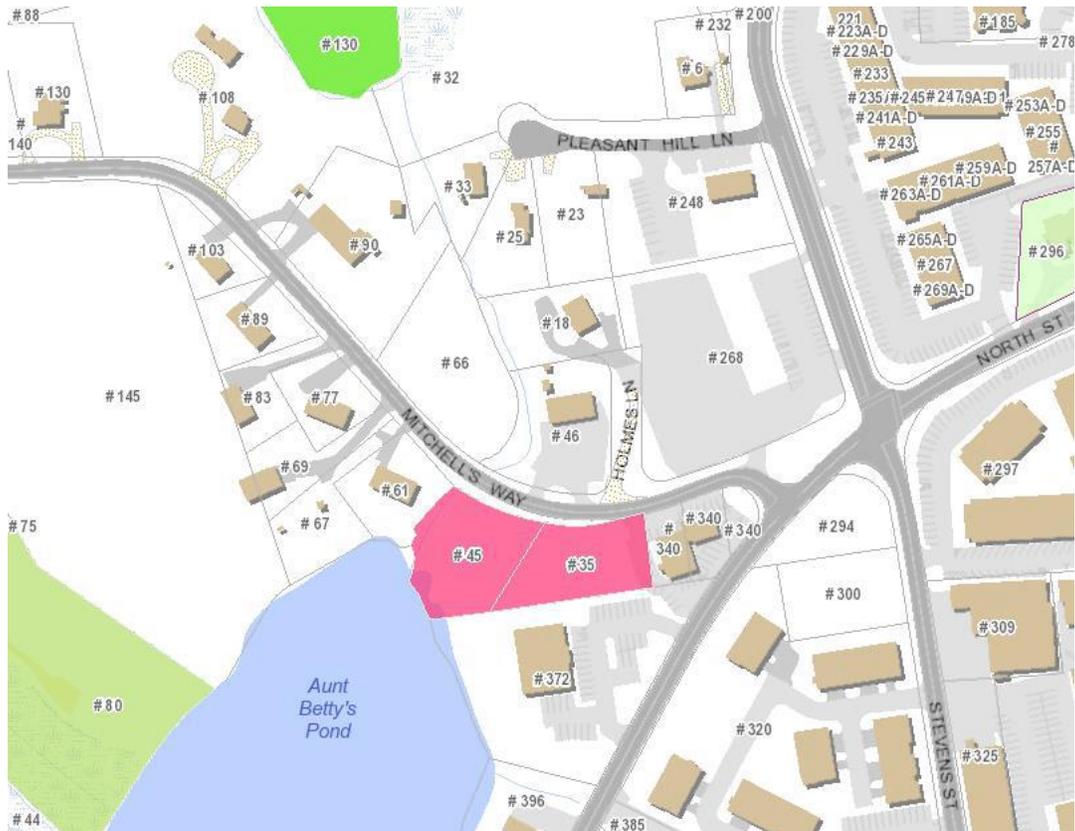
164 Route 149, Marstons Mills  
Property  
Location



### 149 House “House on a Hill”

- 164 Route 149, Marstons Mill
- Acquired 7/11/2016
- Paid \$265,000 (Land assessed at \$123,300)
- 0.85 acres (being resurveyed due to M Mills road project and sidewalk installation)
- Contains a building that could be renovated.
- Non Sewered.
- Had been a possible site for mixed use development (commercial on first floor and residential on second?)

35/45 Mitchell’s Way, Hyannis  
Property  
Location



### 35/45 Mitchell's Way, Hyannis

- Acquired 1/12/1999
- 2 parcels (.43 and .45 acres)
- Possible assemblage into one parcel and placement of a single unit?
- Non Sewered (currently)
- Possible encroachment issue with abutter
- Land touches water's edge of Aunt Betty's Pond
- There had been a desire to see this be used for affordable housing.

### Owners Unknown TP properties

- Final judgement for Town against Owners Unknown
- Critical Issue: Legal verification that Town met obligation to locate Owners
- Workload assignment: in-house or outsourced. Working with legal on this issue
- This could open up another 15+ TP properties for possible disposal, when verified

### Other properties

- We have several properties (Not TP) that are being examined for disposal
- Title work is needed
- Appraisal is then needed
- Possible collaborative projects with BHA and HAC for housing.
- May 2019 preliminary list of small parcels for Affordable Housing.
- Former VFW property (next to Police station)
- Former Pump Station on South Street
- Marstons Mills Elementary School Property
- CCT parking lot disposition

### **Discussion Points – Next steps**

- Put the 164 Route 149 property out right away solo.
- Assemble a block of properties (6 to 10) to go through the RFP process. [Include Round 1 No sales]
- Create updated list of Properties to distribute to Committee.
- Forward this list to DPW, Planning and Conservation for new review.
- A block of potential Conservation properties.

Chair of Committee asked the Committee members if they had any questions for Mr. Anthony;

Councilor Matthew Levesque thanked Mr. Anthony for his presentation, the village of Marstons Mills needs to have the Marstons Mills School addressed as well, as you mentioned it has sat for over 10 years with little or no movement on it disposition, so with that being said if something happens with the Cotuit School before the Marstons Mills School, I am going to have a lot of unhappy residents in the Mills calling me to ask what is up, that is not to diminish the work of the Cotuit Water District in their pursuit of the Cotuit School, however they are both Town owned and property of the Town so if we could also keep that in mind as well and again a priority. Thanks for putting that property on RT149 up for the disposal process.

Councilor Clark asked Mr. Anthony if he could provide an update to the new members of this Committee on the first round and how it was designed and operated so that we had a sense of how it all works, also an update of the properties that were sold in the first round would be helpful, and possibly what went right and what went wrong so that she can understand from the lessons learned from the first time. Councilor Clark would like to see the Cotuit Water District the first right of refusal of the land in Cotuit, as it is extremely important we preserve any future water resources for our generations to come.

Councilor Neary asked about the cost for the Town to bring these RFP's forward, and how much is it to put these Town Properties out. Mr. Anthony stated if any of the properties need appraisals to obtain the fair market value assessments then those will be needed and done, if it is a complicated parcel it could cost up to \$2,000 for survey's, title searches; then there is advertising expenses that the Town would have to advertise to the public for, if there is a title search in land court that is needed then that is an expense the Town would have to incur, so there is some costs associated with the disposal process. Councilor Neary stated this is a win for the Town if we can get these properties out there and get the process started. Mr. Anthony will compile a list of properties that are ready for disposition that the Committee can review and look at to see if they can proceed with the disposition.

Councilor Shaughnessy wants to make sure that the parcels we are looking at to dispose of have been run by each department internally to see if there is a use within the Town first before we dispose of, we are looking at a housing crunch in the town as well as a water resource possibility. Mr. Anthony has had numerous internal discussions with departments regarding the parcels in question, so yes we are circulating internally again to make sure everyone has looked at what is proposed to dispose of and if there is any department that has a question or use for any of the parcels they will reach out to me.

Councilor Levesque asked if the Mitchells property can be sewerred, if so then that changes the entire use of that property, since the Town is looking at housing. Mr. Anthony will ask and find out and let the Committee know.

Chair of the Committee asked the members about the following steps to move forward

- The property located at RT 149 to list that as soon as possible
- Bring back 6 of the properties that were in the first round that did not sell
- Again run by Department of Public Works to see if any of the properties are located in areas for a pump station,
- Start looking at the Tax procession properties because those are going to take a bit of work, not only legally but staff and discussion afterwards
- Look at any properties for affordable housing possibilities

**Scott Horsley** thanked Mr. Anthony for his presentation and Councilor Clark for her forward thinking of our water supply. There is a lot of discussion in the village regarding this parcel, possibility of splitting the parcel into two parcels and that involves septic he believes on the playground side. Our interest is water quality, so we would like to see all precautions taken to protect that. Appreciates the acknowledgment of the residents and their input, you really listened to the residents.

**David Major** loves the idea that Cotuit Water is interested, but has concerns about the winter and keeping the heat going and maintenance, but doesn't like the Cotuit Water to be pressed in time, he would like to see and RFP put out to help with the cost of heating the building and maintaining. He has concerns about the vacancy of the building; windows are being broken now, so we need to address those concerns as well.

**Councilor Jessica Rapp Grassetti** asked about the Title, land given for school, when will we know about a clear title; Mr. Anthony will have to follow the same process as the Town followed with regards to the Osterville Elementary School and have you given a timeline for an answer to the Cape Cod Collaborative. Mr. Anthony has not given a date certain for the Cape Cod Collaborative; it all depends on the situation in Sandwich first. How much oil is in the tank for heating, Mr. Anthony did not know, we will have to go underground to take the measurement, it is a double wall tank, so it's protected.

**Carol Zais** excited that this is moving forward, Cotuit Water could really use this building so this is great news.

Chair of Committee asked for a motion to accept the meeting minutes of August 26, 2020, Councilor Paul Neary made the motion to accept the meeting minutes of August 26, 2020 as written. A Roll Call vote was taken by the Administrator

Councilor Eric R Steinhilber (CHAIR)	yes
Councilor Matthew Levesque	yes
Councilor Paul C Neary	yes
Councilor Kristine Clark	yes
Councilor Tracy Shaughnessy	yes

Meeting minutes of August 26, 2020 unanimously approved.

Chair of Committee asked for a motion to adjourn, Councilor Kristine Clark made the motion to adjourn, this was seconded by Councilor Levesque, and a Roll Call vote was taken.

Councilor Matthew Levesque	yes
Councilor Paul C Neary	yes
Councilor Kristine Clark	yes
Councilor Tracy Shaughnessy	yes
Councilor Eric R Steinhilber (CHAIR)	yes

**ADJOURN:** 7:13pm

**NEXT MEETING:** To be determined

Transcribed by Cynthia A Lovell, Administrator to the Town Council