



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

Community Preservation Committee meeting was held on
Monday, **November 15, 2010** in the Town Hall Hearing Room at 367 Main Street, Hyannis at 5:00pm

MINUTES

Members present: Lindsey Counsell, Tom Lee, Rene King, Marilyn Fifield, Paula Schnepf, Terry Duenas, Sue Rohrbach, Patrick Princi (late arrival)

Members absent: Laura Shufelt, Town Council Liaison Janet Joakim

Meeting called to order at 5:03pm

Minutes

Motion duly made by Paula Schnepf, seconded by Tom Lee to approve the minutes of October 18, 2010 as amended

VOTE: So voted unanimously

Public Comment - None

Correspondence

From Update on Unitarian Church – *Historic*¹

- Historic Restriction in place

Withdrawal from HAC - Down Payment Assistance at Cotuit Meadows – *Housing*²

- Applicant seeking another line of funding

Letter(s) of Intent

Historical Society of Santuit and Cotuit – *Historic*

- Project review provided by Joyce Ginouves, President of the Santuit & Cotuit Historical Society
- Handout of project and history of society³
- Gift of historic ice house by Mr. Eric Sliska to the historical society; only 5 remain and this is the only one in its original condition in the Upper Cape area
- Requesting \$20k for restoration; fundraising appeal took place in 2009 and will be instituted again

Motion duly made by Sue Rohrbach, seconded by Tom Lee to move the Letter of Intent for the Santuit / Cotuit Historical Society to application phase

Discussion

- Ensure all items requested in the application are applicable for funding under the Community Preservation Act (CPA); applications are reviewed by the TOB legal Department to ensure this
- Confirm that funding from other sources has been sought

Vote: Aye: Duenas, Fifield, Counsell, Rohrbach, Lee, King

Abstain: Schnepf

Sturgis Public Library - Historic

- CPC request to applicant for itemized bids has been completed and received ⁴
- Review of request for brick masonry repairs, asphalt shingle roofing, exterior drainage, repairs to vault and boiler replacement; boiler replacement not eligible under the CPA
- With the removal of the boiler, request reduced to \$90k; Lucy Loomis, Library Director requests clarification on boiler issue and fire suppression system, seeking to keep the request at \$100k
- Dan Santos, Vice President of the Sturgis Library Board of Trustees, provided review of building and multi-year project improvements and restoration and spoke to completed evaluation
- Fundraising efforts have \$400k raised already
- Application previously approved provided bid requests and itemization were submitted to CPC, requests from CPC by applicant satisfied; newly submitted breakdown would require elimination of boiler which brings the request down to \$75,300
- Members request a written statement in regards to the boiler eligibility

General Discussion

- Members request a written analysis based on eligible items from the Legal Department in regards to CPA funding
- Chair Counsell met with Attorney Houghton (TOB Legal Department) to review applicable CPA funded items
- Review of fund balances

Decisions

Sturgis Library - \$75,300

Town of Barnstable, DPW, School Administration Building (SAB) (\$1,505,664)

Town of Barnstable, DPW, Old Selectman's Building (OSB) (\$381,595)

- SAB: After careful review and consideration from the Legal Department it was determined that all items are eligible except the soft costs bringing the total down to \$1,325,664; amount addresses site improvements, exterior hand rails, granite steps, roof structure, exterior enclosures including masonry re-pointing, new windows, soffitt replacement and repair, roof repair, copper gutters and a small portion of flat roof; total request is \$2,541,603 with no notation as to where additional funds are coming from; eligible costs are estimated at \$1,325,664 (\$324k in soft costs), which brings the total project cost to \$1,505,664
- TOB – DPW: Capital Improvement Funds (CIP) need to be addressed with each applicable TOB project; to eliminate delays or other funding issues when a project has been approved by the CPC and no other funds have been identified for items ineligible for CPA funds; need to communicate this to the Town Council as well
- Sturgis Library: is asked to eliminate soft costs, the TOB applications should omit soft costs as well; keep it uniform across the board; applicant is willing to continue moving forward with the guidance of the CPC; total project cost at @\$500k; received \$250k from the MA Cultural Facilities fund and raised the balance less CPA request through private donations and a building fund
- OSB – eligible costs are estimated at \$381,595 – of which \$35k is soft costs; require additional breakdown on exterior enclosure – maintenance is not an eligible CPA expense

Motion duly made by Paula Schnepf, seconded by Sue Rohrbach recommending to the Town Council the Sturgis Library request for funds in the amount of \$75,300 for the historic restoration of the Sturgis Library building

Vote: So voted unanimously

- OSB: Project phasing previously discussed; may not be financially feasible
- Possible solution: cap out the remainder of the historic funds, take the remainder from the undesignated funds, SAB does not have many items to remove to reduce costs
- OSB: grading work acceptable to maintain ADA compliance

- SAB and OSB: better breakdown and more information required; where is the remainder of funds coming from
- Members agree that CPA funds availability can only cover so much; clarification when a project is approved and no other funds have been secured – how long will the approved amount remain in the Town's account and not move forward
- Members again request a written analysis from the TOB Legal Department on eligibility
- Town Hall project anticipates funds returned to CPA line item; keep in mind that the Trayser Museum and Burgess House still pending
- Members request more information as to when remaining funds from the Town Hall project could / would be returned to the historic line item of CPA funds
- Detailed breakdown on both the SAB and OSB requested by members
- Members also request a representative from DPW attend the December CPC meeting to answer questions and clarify information

2011 meeting schedule

Motion duly made by Paula Schnepf, seconded by Sue Rohrbach to approve the 2011 CPC Meeting schedule

Vote: So voted unanimously

New Business

Projects Status update, Alisha Stanley – CPC Project Manager

Update distributed to members⁵

Closing Public Comment - none

Request from the TOB Legal Department to convene in Executive Session

Motion duly made by Lindsey Counsell, seconded by Terry Duenas to move into Executive Session in order to consider the purchase of real property and not reconvene in open session on the basis that I declare that an open meeting may have a detrimental effect on the negotiation position of the Town and not to reconvene in Open Session.

Roll Call Vote: King – Aye, Lee – Aye, Rohrbach – Aye, Counsell – Aye, Fifield – Aye, Schnepf – Aye, Duenas – Aye, Princi - Aye

Open Session meeting adjourned at 5:57pm

¹ Letter of updates from the Unitarian Church

² Letter of withdrawal from Housing Assistance Corporation, Down Payment Assistance – Cotuit Meadows

³ Letter of Intent - Historical Society of Santuit and Cotuit

⁴ Letter of Intent – Sturgis Public Library

⁵ Projects Status Update – Alisha Stanley, Growth Management

Next CPC meeting scheduled for Monday, December 20, 2010

Respectfully submitted

Theresa M. Santos

CPC Administrative Assistant

Public files are available for viewing during normal business hours in the Growth Management office located on the 3rd floor of Town Hall, 367 Main Street, Hyannis