



## Town of Barnstable

# Community Preservation Committee

[www.town.barnstable.ma.us/growthmanagement/PropertyManagement/CommunityPreservation](http://www.town.barnstable.ma.us/growthmanagement/PropertyManagement/CommunityPreservation)

Lindsey Counsell, Chair  
Laura Shufelt, Vice Chair

Marilyn Fifield, Clerk  
Alisha Parker, Project Coordinator

Monday, April 22, 2013

Public Hearing APPROVED MINUTES

Town Council Hearing Room at 367 Main Street, Hyannis at 6:00 pm  
Meeting called to order at 6:00 pm

**Members present:** Lindsey B. Counsell, Laura Shufelt, Richard Sawyer, Tom Lee, Marilyn Fifield, Sue Rohrbach (arrives at 6:10pm), and Paul R. Curley **Members absent:** Paula Schnepf, Terry Duenas

Chair Counsell reads into record before calling meeting to order; "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 is taping this meeting and to please make their presence known." No members of the public are taping the meeting.

**Minutes:** Motion duly made by Marilyn Fifield, seconded by Laura Shufelt, to approve the minutes of the Regular Public Hearing held on Monday March 25, 2013, as submitted. (Exhibit #1)

**Vote:** Aye: Counsell, Sawyer, Lee, Shufelt, Curley, and Fifield Absent during vote: Rohrbach

### Correspondence:

**Letter of Intent – Tales of Cape Cod, Historic (Exhibit #2)** Joe Berlandi, President of Tales of Cape Cod, is requesting funds in order to secure CBI, a historic consulting firm, to prepare a historic building assessment that will identify what is necessary to preserve the structure that was built in 1772 and is listed on the National Register of Historic Places. The report will be used as a guideline to determine costs associated with the restoration of the structure. Operating as a 501(c) 3, there were approximately 160 members in 2012 and the fee is \$25 per year per member. Tales of Cape Cod retain and record the history of Cape Cod by a myriad of resources. Tapes are available at the public libraries. The Committee suggested that Mr. Berlandi research eligibility for Mass. Preservation Projects Fund grants offered by the state. Hadley Crow may be requested, by the Committee, to conduct an initial visit to assess the structure.

### Email – Housing Assistance Corporation Update, Buy Down Program, Housing (Exhibit #3)

The HAC email will be placed on the next meeting agenda for discussion as requested by Vice Chair Laura Shufelt. Alisha will invite Gael Kelleher to speak on behalf of the program and be available to answer questions.

### Letter of Support – LAPC, Hyannis Water Supply Division, Open Space (Exhibit #5)

During closing public comment, LAPC representative Laura Cronin reads into record the letter of support from the LAPC addressed to Lindsey Counsell and Committee Members for the Hyannis Water Supply Division's acquisition of Open Space surrounding zone 1 areas.

### Discussion on Letters of Intent:

#### Letter of Intent – Hyannis Water Supply Division, Open Space (Exhibit #4)

Hans Keijser, Hyannis Water Supply Division Supervisor, states that the fund request of \$50,000.00 will assist with the acquisition of properties within Zone 1 well area through a Zone 1 Land Acquisition Program. DEP requires that all wells within a Zone 1 be owned or controlled by the Hyannis Water Supply Division (HWSD). Of the 12 existing wells; 11 do not comply with that State Regulation. The Hyannis Water Board discussed and developed a list of priority parcels during an Executive Session meeting. If any parcel from the list becomes available, the Zone 1 Land Acquisition Program would release funds to conduct an appraisal or provide a down payment to secure the property. The accountability of the funds would be held through the CPC, and no additional staff will be hired to support this program. The property would be owned by the Town and managed by the Hyannis Water Supply Division. Members agree that it is very important to take control of zone 1 areas in order to protect the public drinking water supply. Accounting of all funds in entirety is requested by Richard Sawyer. Invoices will be released by HWSD to Alisha for payment. **Tom Lee moves the Hyannis Water Supply Division LOI to the application stage and Sue Rohrbach**

367 Main Street, Hyannis, MA 02601 (o) 508-862-4749 (f) 508-862-4782

Email: [CommunityPreservationCommittee@town.barnstable.ma.us](mailto:CommunityPreservationCommittee@town.barnstable.ma.us)

**All exhibits can be reviewed in the Growth Management Department**

13 MAR 21 03:09

BARNSTABLE  
TOWN CLERK

**seconds. Vote: Aye-Unanimous.** Application shall be submitted for the May meeting, and the presentation will be in June. Alisha will get members the application as soon as it arrives, not just before the meeting, as requested.

**Letter of Intent – Saint Mary's Church in Barnstable Village, Historic (Exhibit #6)** Peter Scarafife, Chairman of Buildings and Grounds for Saint Mary's, describes the historical value of the building to the Committee. He states that the structure was built in the 1880's and has been expanded in the same footprint since then, including casement window installation in 1960. The windows are in need of replacement, and Saint Mary's would like to replace them with double-hung windows; more appropriate for the historic district. Matching funds have been secured and a request for funding is before the CPC for the other half. This is a public meeting place and is in a National Register Historic District. Bid prices have been sought and are being held for the Church. Chair Counsell explains that funds granted from the CPC require a historic preservation deed restriction to be held by the Town. Any future improvements have to be approved by Town's CPC. The Unitarian Church in Barnstable and The Baptist Church in Hyannis have also gone through this process.

**Letter of Intent – GMD Downtown Housing Plan, Housing (Exhibit #7)** No representative from GMD is present.

Financials are not included in the packet because there have been no changes. Alisha will have up-to-date financials at the May meeting for Committee Members, as there are two projects before the Town Council for appropriation on the 2<sup>nd</sup> of May.

**General Discussion:**

**Executive Session Minutes Released** If you were at the meeting where there was an Executive Session, go to Town Clerk's office, review executive session minutes, approve to release or not release. These will be discussed at the next meeting that will be held on May 20<sup>th</sup>. Alisha will send out the names of attendees, dates and topics of the executive session meeting minutes.

**Closing Public Comment** Precinct 1 Town Councilor Ann Canedy reminds the Committee of the successful partnership with the Barnstable Fire District regarding the Bush/Brown land-acquisition project. The Barnstable Land Trust (BLT) paid for the appraisals, CPC funded the acquisition, the Town holds the Conservation Restriction, and the BLT maintains the property. It has been a nice partnership.

**Motion: Richard Sawyer makes a motion to adjourn the meeting, and the motion was seconded by Tom Lee.**

**Vote: Aye-Unanimous**

**Public hearing concluded** 6:35 pm

Respectfully Submitted,

*Alisha Parker*

CPC Project Coordinator

**Exhibits:** Letter of Intent – Tales of Cape Cod, Historic (Exhibit #2), Email – Housing Assistance Corporation Update, Buy Down Program, Housing (Exhibit #3), Letter of Intent – Hyannis Water Supply Division, Open Space (Exhibit #4), Letter of Support – LAPC Hyannis Water Supply Division, Open Space (Exhibit #5), Letter of Intent – Saint Mary's Church in Barnstable Village, Historic (Exhibit #6), Letter of Intent – GMD Downtown Housing Plan, Housing (Exhibit #7)