



**Town of Barnstable**  
**COMMUNITY PRESERVATION COMMITTEE**

[www.town.barnstable.ma.us/CommunityPreservation](http://www.town.barnstable.ma.us/CommunityPreservation)  
 Email: [CommunityPreservationCommittee@town.barnstable.ma.us](mailto:CommunityPreservationCommittee@town.barnstable.ma.us)



Committee Members

Lindsey B. Counsell – Chair • Laura F. Shufelt – Vice Chair • Marilyn Fifield – Historical Commission • Terry Duenas – At Large • Sue Rohrbach – At Large  
 Fred LaSelva – Planning Board • Tom Lee – Conservation Commission • Richard Sawyer – Recreation Commission • Deborah Converse – Housing Authority  
 Britt Beedenbender – Town Council Liaison

2018 MAR 1 PM 2:15

**Monday, January 29, 2018**

**Regular Public Hearing – APPROVED Minutes**

367 Main Street, Hyannis, MA - 2<sup>nd</sup> Floor – Selectmen's Conference Room

**5:30 PM**

BARNSTABLE TOWN CLERK

<b>Lindsey Counsell – Chair</b>	<b>Present</b>
<b>Laura Shufelt – Vice Chair</b>	<b>Present</b>
<b>Marilyn Fifield – Clerk</b>	<b>Present</b>
<b>Terry Duenas</b>	<b>Present</b>
<b>Tom Lee</b>	<b>Present</b>
<b>Sue Rohrbach</b>	<b>Present</b>
<b>Richard Sawyer</b>	<b>Present</b>
<b>Deborah Converse</b>	<b>Present</b>
<b>Fred LaSelva</b>	<b>Present</b>
<b>Britt Beedenbender - Council Liaison</b>	<b>Present</b>

**Call to Order**

With a quorum present, Chair Lindsey Counsell called the meeting to order at 5:30 pm. Chair Counsell then read into record: "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 one present was recording the meeting.

**Minutes**

A motion was made by Marilyn Fifield and seconded by Richard Sawyer to approve the draft Community Preservation Committee meeting minutes of November 27, 2017, as submitted. Motion passed unanimously with Laura Shufelt and Deb Converse abstaining.

**Letters of Intent**

Laura Shufelt and Sue Rohrbach recused themselves from reviewing the Housing Assistance Corporation (HAC) Letter of Intent seeking \$200,000 in CP Community Housing Funds in support of the development of two affordable housing units (at \$100,000 each) at 57 Ridgewood Avenue, Hyannis. Mr. David Quinn and Mr. Sandy Horvitz explained that HAC recently purchased the property along with an abandoned foundation that was installed 12 to 15 years ago, and then they narrated a PowerPoint presentation, noting that the location is walkable to downtown Hyannis and within the Growth Incentive Zone, with public water and sewer service available. They said the

area is surrounded by multifamily and single-family homes, as well as some commercial properties, and a pocket neighborhood would be created, increasing the rental housing stock and adding to the Town's affordable housing inventory with a mix of six market rate and 2 affordable units for a total of 8 units. They added that the proposed multifamily design could also be used throughout the Cape on a lot that is less than one acre. Mr. Quinn explained that the Regulatory Agreement process requires a public hearing before the Planning Board that is scheduled for February 12, 2018, and then another public hearing is required before the Town Council to authorize the project. In answering CPC questions, Mr. Quinn said that all aesthetic details were not yet complete, but the engineered site plans have received Site Plan Review approval. He added that HAC is attempting to develop the project without government assistance as a private developer, using local banks, due to the length of time and requirements involved with government funding. CPC asked that the application contain a detailed budget, including especially the basis for the \$100,000 request for each of the two affordable units. Tom Lee said that he must recuse himself from voting as he is employed by Horsley Witten, the engineering company for the site.

**Motion was made by Richard Sawyer and seconded by Terry Duenas to move the Letter of Intent from the Housing Assistance Corporation for CPA Community Housing funds in the amount of \$200,000 to the full Application stage. Motion carried with a unanimous vote, with Tom Lee abstaining.**

**Applications/Presentations:**

None received.

**Correspondence Received:**

- In discussing the Community Preservation Coalition Invoice for 2018 Membership Dues of \$7,900, Laura Shufelt pointed out that the Coalition has a good website that lists all of the projects that other Massachusetts towns have completed, besides providing support to member CPCs and overseeing and providing guidance for CPA issues.

**Motion was made by Terry Duenas and seconded by Richard Sawyer to renew Community Preservation Coalition membership for 2018 by paying the \$7,900 invoice from the CPA Administrative Fund. Motion carried with a unanimous vote.**

- The e-mail received from the Harbor Hawks requesting an adjustment in their original Letter of Intent, with increased request for \$800,000 for Phase I work, was discussed. Chair Counsell reported continuing discussion regarding what the Town administration will want to do in light of the field study, reminding that there is a user fee associated with this field. It was noted that Phase I funding would be entirely from CP Open Space and Recreation funds, while other amenities that do not qualify for CP funding would be funded from other sources.
- Chair Counsell informed the Committee that Tales of Cape Cod will be applying for Round 24 of the Massachusetts Preservation Projects Fund with a deadline of March 23, 2018.

## General Discussion:

The CPC members discussed the following:

- The Draft 2018 Meeting Schedule received a unanimous vote with one amendment changing the April 23 meeting date to April 30, 2018, to accommodate scheduling conflicts.
- After discussion, it was decided that the CPC Annual Meeting will be advertised to invite public comment at the March 26, 2018, CPC meeting.
- Chair Counsell asked members to review the draft CPC Handbook and forward any edits they would like for a Committee review and vote at the February 29, 2018, meeting.
- The status of the Comprehensive Field Study was discussed, and Chair Counsell noted that DPW has been providing updates on the website for Town projects. CPC members expressed concern that the comprehensive field study intended to prioritize fields is not effective, as projects are moving forward ahead of the field study. Ms. Beedenbender noted that recreation is underserved in Town and should be increased to support all users. Several members referred to the lack of senior recreation facilities and agreed that recreation facility planning should be for the community as a whole. Ms. Beedenbender felt that a meeting should be held with all stakeholders to find out what is actually sought, and a joint meeting with the Recreation Commission to review the Comprehensive Field Study was tentatively scheduled for the March 26, 2018, CPC meeting.
- Election of Officers occurred, as follows:  
**Motion was made by Richard Sawyer and seconded by Deb Converse to keep the slate of officers the same as the previous year. Chairman: Lindsey Counsell; Vice Chairman: Laura Shufelt; Clerk: Marilyn Fifield. Motion passed with a unanimous vote.**
- The Harbor Hawks CPA Open Space Recreation Application is anticipated for the February 26, 2018, CPC meeting.
- The Unitarian Church CPA Historic Preservation Application is anticipated for the February or March, 2018, meeting.
- The Housing Production Plan will be scheduled for presentation at the February or March CPC meeting.
- The Draft Open Space Plan will be scheduled for presentation at the February or March CPC meeting.

## Adjournment

A motion was made by Richard Sawyer and seconded by Terry Duenas to adjourn. Meeting adjourned at 6:44 p.m.

## Next Regularly Scheduled CPC Meeting – February 26, 2018

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

- Exhibit #1 – Draft November 27, 2017 Meeting Minutes
- Exhibit #2 – Letter of Intent – Housing Assistance Corporation (HAC)
- Exhibit #3 – Community Preservation Coalition “2017” Year in Review and 2018 Invoice.
- Exhibit #4 – E-mail from Hyannis Harbor Hawks adjusting Phase I request amount.
- Exhibit #5 – Letter from Tales of Cape Cod dated 12/14/17
- Exhibit #6 – Draft 2018 CPC Meeting Schedule
- Exhibit #7 – Town of Barnstable -Housing Production Plan -Executive Summary

Respectfully submitted,

Ellen M. Swiniarski  
Administrative Assistant  
Community Preservation Committee  
*Edited by Marilyn Fifield, Clerk CPC*

Please Note: The list of matters are those 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 so votes, the Committee may go into executive session. 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