



**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 \* James Tenaglia – Recreation Commission \* Deborah Converse – Housing Authority  
 Britt Beedenbender – Town Council Liaison

**Monday, July 30, 2018**  
**Special Public Meeting APPROVED Minutes**  
 367 Main Street, Hyannis, MA - 2<sup>nd</sup> Floor – Hearing Room  
**5:30 PM**

|                                   |                |
|-----------------------------------|----------------|
| <b>Lindsey Counsell – Chair</b>   | <b>Present</b> |
| <b>Laura Shufelt – Vice Chair</b> | <b>Present</b> |
| <b>Marilyn Fifield – Clerk</b>    | <b>Absent</b>  |
| <b>Terry Duenas</b>               | <b>Present</b> |
| <b>Tom Lee</b>                    | <b>Present</b> |
| <b>Sue Rohrbach</b>               | <b>Present</b> |
| <b>James Tenaglia</b>             | <b>Present</b> |
| <b>Deborah Converse</b>           | <b>Absent</b>  |
| <b>Fred LaSelva</b>               | <b>Present</b> |
| <b>Britt Beedenbender</b>         | <b>Absent</b>  |

**Call to Order**

With a quorum present, Chair Lindsey Counsell called the meeting to order at 5:30 pm and read into the 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.

**Citizen’s Housing and Planning Association (CHAPA) Municipal Engagement initiative Grant Application.**

Laura Shufelt prepared and provided a 1<sup>st</sup> draft of the grant application for CPC members to review. She explained that the information included in the application was taken from the housing production plan and CCC report, with updated graphs to be added. She said that if Barnstable were to be awarded the grant, CHAPA would meet with CPC to find out the goals that they wanted to accomplish including building a coalition with others such as Planning & Development, Housing Committee, etc. She added that the purpose of the grant is to help build a coalition to accomplish the housing production plan goals and to identify concrete action, timelines and responsibilities, with CHAPA inviting the public and others to special educational meetings. Since CHAPA is funded through grants, staff time is offered at no cost to the entity/municipality awarded the grant.

CPC members discussed the requirements of the CHAPA application, such as support from the Town Manager, Town Council and staff, and decided that a letter of support from

the Town Manager would need to be included. Ms. Shufelt said that the grant would allow for coalition-building for affordable housing for the Town so that there could be a whole roomful of advocates supporting approval of an affordable housing project. Potential locations for affordable housing development using CP funds were discussed, along with other ways that CP funds and CPC involvement could benefit an affordable housing project. However, Ms. Shufelt noted that a specific action plan would need to be created, perhaps with guidance from CHAPA if the grant is awarded. She said that information from Planning & Development would be added to the application, and CPC members agreed that the CHAPA grant application should be finalized and submitted by the Barnstable Community Preservation Committee.

**Motion was duly made by Sue Rohrbach and seconded by Tom Lee to move forward with the Municipal Engagement Initiative Community Application and approve it, pending the addition of required information. The finalized application is to be shared with CPC members on August 7, 2018, prior to the August 9, 2018, submission deadline. Motion passed with a unanimous vote.**

#### **Next Regularly Scheduled CPC Meeting – August 27, 2018**

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

Exhibit #1 – Draft Municipal Engagement Initiative Community Application – prepared by Laura Shufelt

Respectfully submitted,

Ellen M. Swiniarski  
Administrative Assistant  
Community Preservation Committee  
*and edited by CPC Clerk Marilyn Fifield*

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**