



**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 • Tom Lee – Vice Chair • Marilyn Fifield – Historical Commission • Terry Duenas – At Large • Katherine Garofoli – At Large  
Vacant – Planning Board • Tom Lee – Conservation Commission • James Tenaglia – Recreation Commission • Deborah Converse – Housing Authority  
Britt Beedenbender – Town Council Liaison

**Monday, November 18, 2019  
Regular Public Hearing APPROVED Minutes  
367 Main Street, Hyannis, MA - 2<sup>nd</sup> Floor – Hearing Room  
5:30 PM**

2019  
JAN -7 P 3:30  
BARNSTABLE  
TOWN CLERK

<b>Lindsey Counsell – Chair</b>	<b>Present</b>
<b>Marilyn Fifield – Clerk</b>	<b>Present</b>
<b>Terry Duenas</b>	<b>Absent</b>
<b>Tom Lee-Vice Chair</b>	<b>Present</b>
<b>Katherine Garofoli</b>	<b>Present</b>
<b>James Tenaglia</b>	<b>Absent</b>
<b>Deborah Converse</b>	<b>Absent</b>
<b>Britt Beedenbender, TC Liaison for CPC</b>	<b>Present</b>

**Call to Order**

Without a quorum present, Chair Lindsey Counsell called the meeting to order at 5:30 pm and read: "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**

Vote to approve the September 16, 2019 was postponed to the December 16, 2019, meeting due to lack of a quorum.

**Letters of Intent**

Letter of Intent submitted by the Cape Cod Horticultural Society seeking \$375,000 in Community Preservation Open Space/Recreation funding for their Armstrong-Kelley Park Renewal Project which includes enhanced handicap accessibility, greenhouses, parking, hardscapes and irrigation, with \$300,000 to be matched.

Chair Counsell announced that the Cape Cod Horticultural Society applicants have indicated that they will return in the Spring of 2020.

## **Applications**

None received.

## **Correspondence**

Chair Counsell noted receipt of the following correspondence:

- Structural report from Structures North for Barnstable Historical Society's building on Route 6A, Barnstable
  - The Barnstable Historical Society Application, anticipated for the December meeting, will be based upon the assessment of the building contained in the report. *(Previously e-mailed to CPC members)*
- 2<sup>nd</sup> Draft Conservation Restriction for Orenda Wildlife Land Trust
  - Under review in the Legal Department: Conservation Restriction plan depicting parking area.

## **Updates**

Chair Counsell shared the following project updates:

- Unitarian Church of Barnstable Application is on the November 21, 2019, Town Council agenda for a vote.
- Both the Affordable Housing Growth & Development Trust and West Barnstable Community Building windows Applications have been referred to the Town Manager for consideration on a future Town Council agenda.
- Cape Playhouse, Dennis, received approval for Dennis Community Preservation, Historic Preservation funds and will be returning to Barnstable CPC in December with an Application.
- St. Mary's Episcopal Church Historic Preservation Restriction is with the State for approval.
- Zion Historical Museum budget items will be revised to reflect CIP funding. Staircase has been replaced by DPW Structures and Grounds.
- Funds for Housing Assistance Corporation's Project "Lofts at 57" located at 57 Ridgewood Avenue, Hyannis, have been released.

## **Member Discussion:**

- Historic project review process:
  - Condition reports for historic projects should be required prior to all CPC Historic Preservation Applications. It was agreed that an upfront determination of the full extent of required repairs is needed. More comprehensive information should be required from the beginning of the application process and may include architectural reports and structural analysis. A meeting including Tom Lee, Britt Beedenbender, Marilyn Fifield and Lindsey Counsell will be scheduled prior to the next CPC meeting in December to work out an historic review process. Britt Beedenbender mentioned that a maintenance plan should also be required. A draft historic application process/requirement outline will be available for the December CPC meeting.

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- Discussion of Conservation Restrictions:
  - The goal of the new Conservation Restriction process is to have a Conservation Restriction complete at the Town Council meeting.
  - Two outstanding Conservation Restrictions are: 111 Prince Avenue and the Amaral property.
- Draft 2020 Community Preservation Committee Schedule
  - No quorum to vote on the schedule for 2020; postponed to December 16, 2019, meeting.
- 2020 CPA Draft Plan Updates:
  - The CPC members present reviewed the comments provided. Katherine Garofoli's Open Space section comments will be incorporated into the draft plan and reviewed again for additional input from CPC members at the December 16, 2019, meeting.
- CPC Handbook Updates. New CP-funded project photos will be chosen along with flow charts to be added to the Handbook.
- Annual CPC Meeting will be scheduled to take place before the regularly scheduled CPC Meeting on January 27, 2020.

**Adjournment**

A motion by Tom Lee and seconded by Katherine Garofoli to adjourn passed unanimously, and the meeting was adjourned at 5:57 p.m.

**Next Regularly Scheduled CPC Meeting – December 16, 2019**

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

- Exhibit 1 – Draft CPC Meeting Minutes from September 16, 2019.
- Exhibit 2 – Draft word doc version of the Community Preservation Committee Plan including track changes/CPC member comments.
- Exhibit 3- Draft 2020 Community Preservation Committee Meeting Schedule

Respectfully submitted,  
 Ellen M. Swinarski  
 Community Preservation Committee Assistant  
*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**