

# APPOINTMENTS COMMITTEE MEETING

## Remote Participation via Zoom link

Councilor Jessica Rapp Grassetti  
Councilor Tracy Shaughnessy  
Councilor Eric Steinhilber  
Councilor David Bogan  
Councilor Paul C. Neary

September 21, 2021 4:45pm

## MEETING MINUTES

Chair of Committee, Councilor Jessica Rapp Grassetti opened the meeting via Zoom link at 4:46pm, Chair announced that everyone was participating remotely via a zoom link. Roll Call was taken by Town Council Administrator, Cynthia Lovell

**In attendance:** Chair of Committee Councilor Jessica Rapp Grassetti; Councilor David Bogan; Councilor Eric Steinhilber; Councilor Tracy Shaughnessy

Chair of Committee asked if there was anyone for Public Comment:

Public Comment: All just listening and viewing

Response to Public Comment: None

### I. BUSINESS:

Interview the following candidates:

**Lucinda Loring: Council on Aging**

**Town of Barnstable**  
Application Form  
Board/Commission/Committee Application Form

Name: Lucinda Loring Address: 54 Sea St Ext #18, Hyannis Ma 02601  
Mailing Address: 54 Sea St Ext #18, Hyannis Ma 02601 E-mail: cindy.loring@outlook.com  
Telephone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) 508-942-6261

Educational Background: BSW - RIC 2001, CORE - HRA 1996  
Work Experience: Worship Allegiant #12's Human Rights Chor  
Kathem Centes - Adult Services Operations Mgr - Res Supervisor

Are you a resident and registered to vote in the town of Barnstable? Yes  No  Have you applied in the past? Yes  No  If yes, please when & which committee: \_\_\_\_\_

**REQUIREMENT: TO SERVE, YOU MUST BE A RESIDENT AND REGISTERED TO VOTE IN THE TOWN OF BARNSTABLE.**

Please check (not more than five) of interest:

<input type="checkbox"/> Airport Commission	<input type="checkbox"/> Elderly & Disabled Taxation Aid Committee	<input type="checkbox"/> Old Kings Hwy Historic District Commission
<input type="checkbox"/> Appeals, Hyannis Main Street Waterfront Committee	<input type="checkbox"/> Golf Committee	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Board of Assessors	<input type="checkbox"/> Historical Commission	<input type="checkbox"/> Recreation Commission
<input type="checkbox"/> Board of Health	<input type="checkbox"/> Housing Committee	<input type="checkbox"/> Sandy Neck Board
<input type="checkbox"/> Cable TV Advisory Committee	<input type="checkbox"/> Human Services Committee	<input type="checkbox"/> Scholarship Committee
<input type="checkbox"/> Community Preservation Committee	<input type="checkbox"/> Hyannis Main Street Waterfront Historic District Commission	<input type="checkbox"/> Shellfish Advisory Board
<input type="checkbox"/> Comprehensive Financial Advisory Committee	<input type="checkbox"/> Infrastructure & Energy Committee	<input type="checkbox"/> Trust Fund Advisory Board
<input type="checkbox"/> Conservation Commission	<input type="checkbox"/> Jane Eshbaugh Community Service Award Committee	<input type="checkbox"/> Water Quality Advisory Committee
<input checked="" type="checkbox"/> Council on Aging	<input type="checkbox"/> JFK Memorial Trust Fund	<input type="checkbox"/> Waterways Committee
<input type="checkbox"/> Cultural Council (Mid-Cape)	<input type="checkbox"/> Land Acquisition & Preservation Committee	<input type="checkbox"/> Youth Commission (high school students)
<input type="checkbox"/> Disability Commission	<input type="checkbox"/> Licensing Authority	<input type="checkbox"/> Zoning Board of Appeals

Lucinda Loring Signature Date: Aug 17, 2021

**NOTE:** Return completed form to: Barnstable Town Council Office, 367 Main St., Hyannis 02601, or FAX to: 508-862-4770. Or attach your application and email to [Cynthia.lovell@town.barnstable.ma.us](mailto:Cynthia.lovell@town.barnstable.ma.us) Additional documents (letter of interest & resume) should be included as well. Please apply at all times even if a vacancy does not exist, as the membership changes often. If there are no current vacancies in your choice of appointment, your application will be kept on file for 2 years for future reference.

Rev 05/17/19

Ms. Loring stated she has been retired for 6 years, enjoys doing the advocacy and loves the Adult Center, Donna from the Council asked me to join and be a voice for the AARP. She loves to be busy, and keep busy. Chair asked the Committee members if they had any questions for Ms. Loring. Councilor Bogan thanked her for her interest in serving our community, and asked about the advocacy work she has done. Ms. Loring has dedicated her life to her daughter who is disabled and has been her advocate her whole life. She worked with individuals with Prada Willy Syndrome (continually eating without stopping) so I worked for them to keep them safe in the community. Councilor Shaughnessy appreciates her background, as she is liaison to the Council on Aging, and it's great to see the diversity in applicants to help our seniors. Chair of the Committee explained the process to Ms. Loring after tonight's recommendations are made.

(Councilor Neary joined the meeting)

**Mark Despotopulos**

**Town of Barnstable  
Application Form  
Board/Commission/Committee Application Form**

21 AUG 19 AM 9:45  
Barnstable Town Council

Name: MARK J. DESPOTOPULOS Address: 47 LAUREL LANE BARNSTABLE MA 01915  
02648

Mailing Address: - SAME - E-mail: MDESPO@COMCAST.NET

Telephone: (H) 508 428 7527 (W) - (Cell) 508 838 6341

Educational Background: Some college

Work Experience: SALES, MANAGEMENT, BOARD COMMITTEE MEMBER

Are you a resident and registered to vote in the town of Barnstable? Yes  No  Have you applied in the past? Yes  No  If yes, please when & which committee: RAN FOR TOWN COUNCIL PRECINCT 12

**REQUIREMENT: TO SERVE, YOU MUST BE A RESIDENT AND REGISTERED TO VOTE IN THE TOWN OF BARNSTABLE.**

Please check (not more than five) of interest:

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Airport Commission                                | <input type="checkbox"/> Elderly & Disabled Taxation Aid Committee   | <input checked="" type="checkbox"/> Old Kings Hwy Historic District Commission <i>NO VACANCIES</i> |
| <input type="checkbox"/> Appeals, Hyannis Main Street Waterfront Committee | <input type="checkbox"/> Golf Committee  | <input type="checkbox"/> Planning Board  |
| <input type="checkbox"/> Board of Assessors                                | <input checked="" type="checkbox"/> Historical Commission <i>VACANCY</i>   | <input type="checkbox"/> Recreation Commission   |
| <input checked="" type="checkbox"/> Board of Health                        | <input type="checkbox"/> Housing Committee   | <input type="checkbox"/> Sandy Neck Board  |
| <input type="checkbox"/> Cable TV Advisory Committee                       | <input type="checkbox"/> Human Services Committee  | <input type="checkbox"/> Scholarship Committee   |
| <input type="checkbox"/> Community Preservation Committee                  | <input checked="" type="checkbox"/> Hyannis Main Street Waterfront Historic District Commission <i>VACANCIES</i> | <input type="checkbox"/> Shellfish Advisory Board  |
| <input type="checkbox"/> Comprehensive Financial Advisory Committee        | <input type="checkbox"/> Infrastructure & Energy Committee   | <input type="checkbox"/> Trust Fund Advisory Board   |
| <input type="checkbox"/> Conservation Commission                           | <input type="checkbox"/> Jane Eshbaugh Community Service Award Committee   | <input type="checkbox"/> Water Quality Advisory Committee  |
| <input type="checkbox"/> Council on Aging                                  | <input type="checkbox"/> JFK Memorial Trust Fund   | <input type="checkbox"/> Waterways Committee   |
| <input type="checkbox"/> Cultural Council (Mid-Cape)                       | <input type="checkbox"/> Land Acquisition & Preservation Committee   | <input type="checkbox"/> Youth Commission (high school students)                                   |
| <input type="checkbox"/> Disability Commission                             | <input type="checkbox"/> Licensing Authority   | <input type="checkbox"/> Zoning Board of Appeals   |

Signature: [Signature] Date: 08-11-2021

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Chair of Committee introduced Mr. Despotopulos and asked him to give a little background and if he had a preference to any of the Committees he listed. Mr. Despotopulos stated he did not have a preference. Chair of Committee asked if he has any historical experience or owned any historic properties. Mr. Despotopulos stated his in-laws live on 6A but that is his extent. Chair of Committee asked if anyone on the Committee had any questions, Councilor Bogan asked him about his run for

Councilor and what makes him want to run now for a Committee. Mr. Despotopulos wants to make sure that the Town Committees are full, and if he could have any input in making Barnstable better, he would like to be involved in that. Councilor Bogan thanked him for his willingness to serve. Councilor Shaughnessy asked him if he would prefer a regular member position or an alternate position. Mr. Despotopulos wants to make sure he would be able to devote his time to the Committee and will leave the decision to the members of this Committee. Chair of the Committee explained the process going forward after tonight.

Brian Freeman

Aug 31<sup>st</sup> 2021

To the Barnstable Disability Commission:

My name is Brian Freeman and I am currently working with Cape Organization for Rights of the Disabled as an advocate for their Transition to Adulthood Program (TAP). I am writing to you today regarding my interest in having a seat at the Barnstable Disability Commission. I am both a resident of and am registered to vote in Barnstable.

I feel I would be a qualified candidate because I have dedicated my life to providing a voice to the voiceless. My 15-year career as an educator was spent teaching in Springfield, Massachusetts, a district where 100% of the student body qualifies for free lunch – an indication of poverty and lack of resources. In much the same way as I helped my students who lacked resources, I vow to help out individuals with disabilities. Individuals with disabilities often feel like they lack a voice when it comes to decision making and accessibility. I can be an advocate for those living with disabilities – an ally that people can depend and rely upon.

In having me sit at the Barnstable Disability Commission, you would seat a qualified, hard-working, and passionate advocate who will stop at nothing to make sure that disability rights are understood and respected throughout the county.

If I can answer any additional questions about myself or my qualifications, please do not hesitate to contact me via phone at (508) 775-8300 x2114 or via email at [BrianF@cilcapecod.org](mailto:BrianF@cilcapecod.org)

Respectfully,

*Brian Freeman*

BRIAN FREEMAN

44 BRAGGS LN. BARNSTABLE, MA. 02630 • 508-353-1976

BFREEMANMA@GMAIL.COM

MY OBJECTIVE IS TO EARN A SEAT ON THE BARNSTABLE DISABILITY COMMISSION.

DEC 2020 – PRESENT

**TRANSITION TO ADULTHOOD PROGRAM ADVOCATE, CORD**

- Worked with individuals living with disabilities ages 14-22 to provide support and mentorship as they transitioned from high school special education to the adult world
- Developed a comprehensive system of outreach to grow the program into the greater Cape and Islands area
- Designed a curriculum that supported my consumer's transition to adulthood and focused on skills of independent living such as budgeting and finding a place to live
- Organized and executed various social events designed to bring our group together and provide a social outlet for our consumers

JUN 2019 – DEC 2020

**FRONT LINE COORDINATOR, MARSHALLS**

- Served as a shift-line supervisor for up to eight cashiers at a time'
- Conducted training and periodic refreshers for cashiers as requested by management
- De-escalated situations between employees and customers where needed and provided stellar customer service at all times

AUG 2015 – JUN 2019

**INSTRUCTIONAL LEADERSHIP SPECIALIST, PUTNAM VOCATIONAL TECHNICAL ACADEMY**

- Supervised a department of 35 English, Special Education, and Library teachers.
- Created and implemented curricula to shrink the achievement gap in Springfield
- Through my leadership and planning, we have achieved 96% proficiency in MCAS. My school is currently the only district high school not in receivership thanks to the efforts of me and my team.
- Provided regular, effective feedback on teacher performance and to assist them with lesson planning and pedagogy
- Designed and presented effective professional development to meet our goals
- Lead Professional Learning Community meetings to foster collaboration and alignment of curriculum for my teachers

AUG 2008 – AUG 2015

**ENGLISH TEACHER, PUTNAM VOCATIONAL TECHNICAL ACADEMY**

- Taught for seven complete years at Roger L. Putnam Vocational Technical Academy in English, two of which were spent as an Advanced Placement English teacher
- Responsible for the education and guidance of approximately 150 students, aged 16-21 and of underrepresented populations.
- Increased student achievement and scores by over 5% as measured by district-based internal assessments through data-based instruction and rigorous instruction.
- Mentored a practicum student through the successful completion of his student teaching period.
- Worked with the Springfield Public Schools curriculum writing team, where my colleagues and I received first-rate training on Common Core standards and CCR. We also worked together to create cohesive unit and lesson plans for the entire district.
- Created, from the ground up, the Putnam Debate Team, the first Debate Team from a vocational school to gain national affiliation. Worked with students to advance to the national level of competition. Service included planning, logistics, and training adult judges.
- Served for two years on an Open House Committee which planned an open house event for students and the community at large.
- Worked with area colleges to arrange meetings with representatives for our students so that my students are made aware of opportunities.

**EDUCATION**

SEPT 2012

**MASTER OF ARTS FOR ENGLISH TEACHERS, WESTERN NEW ENGLAND UNIVERSITY**

Graduated summa cum laude

MAY 2008

**BACHELOR OF ARTS WESTFIELD STATE UNIVERSITY**

Graduated with Highly Qualified Teacher status

**CERTIFICATION**

**PROFESSIONAL LICENSE IN ENGLISH ARTS WITH SEI ENDORSEMENT** LICENSE  
NUMBER 432207

Wants to impact the town he lives in and the people within his community and wants people with disabilities to know their rights and he wants to be a conduit for all of them. Councilor Bogan complimented his enthusiasm and commented he will be a welcomed asset to the Disability Commission. The Chair of the Committee explained the process to him after his interview.

Town of Barnstable  
Application Form

'21 JUL 20 11:31  
Barnstable Town Council

Board/Commission/Committee Application Form

Name: JOHN LUNDBORN Address: 185 STEVENS ST 1B HYANNIS

Mailing Address: \_\_\_\_\_ E-mail: LUNDBORN1@GMAIL.COM

Telephone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) 508-246-8170

Educational Background: BS, MS, FBI Leads, Cert. Forensic Counselor.

Work Experience: 25 YES POLICE, 4 YEARS CASE MGT, INVESTIGATOR 3 YES FOR LAST YEAR

Are you a resident and registered to vote in the town of Barnstable? Yes  No  Have you applied in the past? Yes  No  If yes, please when & which committee: \_\_\_\_\_

2017 - NOBODY FOLLOWED UP TO MY APPLICATION

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- |  |  |   |
|--|--|---|
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| <input type="checkbox"/> Appeals, Hyannis Main Street Waterfront Committee | <input type="checkbox"/> Golf Committee  | <input type="checkbox"/> Planning Board                             |
| <input type="checkbox"/> Board of Assessors                                | <input type="checkbox"/> Historical Commission                                       | <input type="checkbox"/> Recreation Commission                      |
| <input type="checkbox"/> Board of Health                                   | <input type="checkbox"/> Housing Committee   | <input type="checkbox"/> Sandy Neck Board                           |
| <input type="checkbox"/> Cable TV Advisory Committee                       | <input checked="" type="checkbox"/> Human Services Committee                         | <input type="checkbox"/> Scholarship Committee                      |
| <input type="checkbox"/> Community Preservation Committee                  | <input type="checkbox"/> Hyannis Main Street Waterfront Historic District Commission | <input type="checkbox"/> Shellfish Advisory Board                   |
| <input type="checkbox"/> Comprehensive Financial Advisory Committee        | <input type="checkbox"/> Infrastructure & Energy Committee                           | <input type="checkbox"/> Trust Fund Advisory Board                  |
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| <input type="checkbox"/> Council on Aging                                  | <input type="checkbox"/> JFK Memorial Trust Fund                                     | <input type="checkbox"/> Waterways Committee                        |
| <input type="checkbox"/> Cultural Council (Mid-Cape)                       | <input type="checkbox"/> Land Acquisition & Preservation Committee                   | <input type="checkbox"/> Youth Commission (high school students)    |
| <input checked="" type="checkbox"/> Disability Commission                  | <input type="checkbox"/> Licensing Authority   | <input type="checkbox"/> Zoning Board of Appeals                    |

[Signature]  
Signature

7/9/2021  
Date

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Chair of the Appointments Committee asked Mr. Lundborn to give the Committees members a brief explanation of himself and why he wants to be a part of the Disability Commission and Human Services Committee. Mr. Lundborn explained he himself is disabled and works for an Agency in Boston that deals with individuals with disabilities, prior to that he worked for CORD here in Hyannis. He has always tried to advocate for the disabled here in Hyannis, there is a lot that Barnstable can do to make this a better place to live for those that are disabled, and also for those that just need a little help and don't know where to turn, he would like to be the voice for those that do not have one. Chair of the Committee thanked Mr. Lundborn for applying and interviewing.

Chair of the Committee asked the members for a discussion on the Planning Board and to consider all the applicants that have applied and interviewed since August. Councilor Steinhilber was impressed with Mr. Tim O'Neill, he believes the background in construction and detail to plans would be a great candidate for the Planning Board. Councilor Shaughnessy agreed to the comments from Councilor Steinhilber, and added that he is the true meaning of a young professional on Cape Cod, he is young and he owns a home here, he chooses to stay here. Councilor Shaughnessy also liked Jean Morrison, she is retired and comes from a job at a government agency, and she is professional and would bring a perspective of diversity which the Planning Board lacks in her opinion. She also brings a management experience as well. Councilor Neary believes this whole exercise has opened his eyes to the process and the positions, and appreciates the Chair in her patience in waiting for a recommendation to come from this Committee on the open position of the Planning Board. In the waiting and not rushing we received some very qualified individuals that have applied, all the applicants to date are highly qualified, he appreciates all that Ms. Guthinger put into the Planning Board and he thanked her for her time on the Planning Board. Councilor Neary had brought Mr. Teague's name forward, but he did not get recommended, and Mr. Tim O'Neill I would have to agree with the other two Councilors that he does bring a lot of knowledge of the building world to the Planning Board. Chair of Committee asked if any of the members would like to make a motion for a recommendation to the Planning Board. Councilor Steinhilber made the motion to recommend Mr. Tim O'Neill as a regular member to serve on the Planning Board; this was seconded by Councilor Tracy Shaughnessy. Chair of Committee asked for a Roll Call vote.

<b>Councilor Paul Neary</b>	<b>Yes</b>
<b>Councilor Tracy Shaughnessy</b>	<b>Yes</b>
<b>Councilor Eric Steinhilber</b>	<b>Yes</b>
<b>Councilor David Bogan</b>	<b>No</b>
<b>Councilor Jessica Rapp Grassetti</b>	<b>Yes</b>

Chair of Committee opened up the discussion on the expansion of the Board of Health membership to 5 members and one alternate.

Chair of the Appointments Committee received a letter from Dr. Paul Caniff to be considered for a position.

The Committee received support from the current Chair of the Board of Health Mr. John Norman on the idea of increasing the membership. Councilor Steinhilber stated he was in favor of the increase, with the Town embarking on the largest sewer project in town the Board of Health is only going to get busier as the project progresses and it only make sense to increase it to have more members participate in the process. Councilor Neary asked what the rationale was behind only the three members to start. Chair of the Appointments Committee did not have the answer as to why some of the Prudential Committees only have three members. It's hard to have quorum with only three members, or if one is sick they lose quorum. Chair of the Appointments Committee asked for a motion to recommend to the full Council an increase in the membership on the Board of Health to 5.

Councilor Steinhilber made the motion to increase the membership; this was seconded by Councilor Shaughnessy. A Roll Call vote was taken

<b>Councilor Jessica Rapp Grassetti</b>	<b>Yes</b>
<b>Councilor Eric Steinhilber</b>	<b>Yes</b>
<b>Councilor David Bogan</b>	<b>Yes</b>
<b>Councilor Tracy Shaughnessy</b>	<b>Yes</b>
<b>Councilor Paul Neary</b>	<b>Yes</b>

Chair of the Committee asked for a motion to accept the reappointment of Paula Breagy to the Disability Commission to a term expiring 6/2022. Councilor David Bogan asked if there were any issues reported from the Chair of the Disability Commission regarding Ms. Breagy. Chair of the Appointments Committee reported receiving no negative reports regarding her, Councilor Bogan made the motion to reappoint Ms. Paula Breagy as a regular member to a term expiring 06/2022; this was seconded by Councilor Eric R Steinhilber. Administrative Assistant Kelly Crahan took a Roll Call vote.

<b>Councilor David Bogan</b>	<b>Yes</b>
<b>Councilor Jessica Rapp Grassetti</b>	<b>Yes</b>
<b>Councilor Eric Steinhilber</b>	<b>Yes</b>
<b>Councilor Tracy Shaughnessy</b>	<b>Yes</b>
<b>Councilor Paul Neary</b>	<b>Yes</b>

Chair of the Committee asked for a motion for a recommendation to the Disability Commission Councilor David Bogan made the recommendation of Brian Freeman as a regular member to a term expiring 6/2024; this was seconded by Councilor Eric R Steinhilber. Administrative Assistant took a Roll Call vote.

<b>Councilor David Bogan</b>	<b>Yes</b>
<b>Councilor Eric Steinhilber</b>	<b>Yes</b>
<b>Councilor Tracy Shaughnessy</b>	<b>Yes</b>
<b>Councilor Paul Neary</b>	<b>Yes</b>

Chair of the Committee asked for a motion for a recommendation to the Disability Commission; Councilor David Bogan made the recommendation of John Lundborn as a regular member to a term expiring 6/2023. This was seconded by Councilor Tracy Shaughnessy. Administrative Assistant took a Roll Call vote.

<b>Councilor David Bogan</b>	<b>Yes</b>
<b>Councilor Eric Steinhilber</b>	<b>Yes</b>
<b>Councilor Tracy Shaughnessy</b>	<b>Yes</b>
<b>Councilor Paul Neary</b>	<b>Yes</b>
<b>Councilor Jessica Rapp Grassetti</b>	<b>Yes</b>

Chair of the Committee asked for a motion for a recommendation for the Council on Aging. Councilor David Bogan made the motion of recommending Lucinda Loring as a regular member to a term expiring 6/2024; this was seconded by Councilor Eric R Steinhilber. Administrative Assistant took a Roll Call vote.

<b>Councilor Jessica Rapp Grassetti</b>	<b>Yes</b>
<b>Councilor David Bogan</b>	<b>Yes</b>

<b>Councilor Eric Steinhilber</b>	<b>Yes</b>
<b>Councilor Tracy Shaughnessy</b>	<b>Yes</b>
<b>Councilor Paul Neary</b>	<b>Abstain (was not in attendance at the time of interview)</b>

Chair of the Committee asked for a motion for a recommendation for the Hyannis Main Street Waterfront Historic District Commission; Councilor David Bogan made the motion to recommend Mark Despotopulos, as a regular member to a term expiring 6/2023; this was seconded by Councilor Eric R Steinhilber. Administrative Assistant took a Roll Call vote.

<b>Councilor Jessica Rapp Grasseti</b>	<b>Yes</b>
<b>Councilor David Bogan</b>	<b>Yes</b>
<b>Councilor Eric Steinhilber</b>	<b>Yes</b>
<b>Councilor Tracy Shaughnessy</b>	<b>Yes</b>
<b>Councilor Paul Neary</b>	<b>Yes</b>

**NEXT MEETING: October 19, 2021**

**ADJOURNMENT:** There being no further business, and upon motion duly made by Chair of Committee asked for a motion to adjourn; Councilor Eric Steinhilber made the motion to adjourn; this was seconded by Councilor Tracy Shaughnessy; Administrative assistant Kelly Crahan took a roll call vote

<b>Councilor Jessica Rapp Grasseti</b>	<b>Yes</b>
<b>Councilor David Bogan</b>	<b>Yes</b>
<b>Councilor Eric Steinhilber</b>	<b>Yes</b>
<b>Councilor Tracy Shaughnessy</b>	<b>Yes</b>
<b>Councilor Paul Neary</b>	<b>Yes</b>

**Adjourn at 6:54pm.**