



The Town of Barnstable

Community Preservation Committee
367 Main Street, Hyannis, MA 02601
Office: 508-862-4678 Fax 508-862-4782



Lindsey Counsell, Chair
Laura Shufelt, Vice Chair

Sue Rohrbach, Clerk
Theresa M. Santos, Administrative Assistant
Alisha Parker, Project Coordinator

MINUTES August 19, 2008 Hearing Room

Meeting called to order at 5:06 PM

In Attendance: Lindsey Counsell, Tom Lee, Laura Shufelt, Marilyn Fifield, Sue Rohrbach, Patrick Princi, Janet Joakim, and Terry Duenas

Election of Officers

- Lindsey Counsell nominated for Chairman by Laura Shufelt, seconded by Sue Rohrbach – approved unanimously
- Laura Shufelt nominated for Vice Chairman by Sue Rohrbach, seconded by Tom Lee – approved unanimously
- Sue Rohrbach nominated for Clerk by Lindsey Counsell, seconded by Laura Shufelt – approved unanimously

Minutes July 15, 2008

Motion duly made by Lindsey Counsell to approve the minutes of July 15, 2008 minutes

VOTE: So voted unanimously

Correspondence:

Letters of support received:

- On behalf of the ATV Recreation Park (Massachusetts Department of Conservation and Recreation (DCR)) from Gary Briere

Letters of opposition received:

- On behalf of ATV Park from Robert and Patricia Lavery
- On behalf of ATV Park from W. James and Maureen O'Neill

Letters of interest received:

- Tadd Lamminen – 0 Bay Land and 5 Bay Lane – *Open Space (\$74,000)*
- Osterville Baptist Church – Acquire Osterville Bay Elementary School – *Historic Preservation (\$30,000 acquisition, \$750,000 Historic Preservation, \$1,222,000 repairs)*

Miscellaneous correspondence received:

- Housing Assistance Corporation for Homeownership Purchase Program

Presentation:

None

Public Comment:

None

Applications:

- Projects pending Historic Consultant
 - * Black Paine House
 - * National Railway Historic Society
 - * Hyannis Public Library
 - * Liberty Hall Club

- * Cammett House
- Osterville Bay School submitted by Osterville Village Association is on hold
- Board members request and receive project list
- Letter of Intent received from Field of Dreams Committee at Barnstable High School, requesting funds to refurbish an athletic field with artificial turf and a new track. Project request is not eligible for CPA funding because the land was not acquired under the CPA. Unless there is a change in the ruling from the state, the CPC committee must abide by the guidelines for CPA fund usage
- Housing Assistance Corporation – buy-down program
 - * No specific projects identified as of yet
 - * Funds to be committed, but be held until properties are identified and approved by CPC
 - * Site visits necessary on each property; ability for quick scheduling would be necessary
 - * Dollar amount for repairs needs to be addressed; repairs under CPA funding for housing permissible; repairs under CPA funding for historic is not permissible.
 - * Nancy Davison from HAC speaks to board: list provided was only a representation of what may be available; units in good shape in price point with minor repairs if any are being sold – those units with considerably more repairs remain on the market for longer periods of time. Nancy also states the potential need for rapid inspection and approval by CPC so as to not miss out on an opportunity. Location has been identified in villages other than Hyannis
 - * \$50k per house, 5 houses total - closing costs and legal fees included

Motion duly made by Laura Shufelt to recommend approval of \$250k for the buy-down program for Housing Assistance Corporation to purchase five (5) houses for resale to first time homebuyers at affordable sales prices, seconded by Tom Lee

Discussion:

- * Terry Duenas asks and receives clarification that the funding is \$50k for each of 5 houses
- * Motion amended by Laura Shufelt to mandate deed restrictions on homes purchased with CPA funds

Vote: So voted unanimously

- Eben L. Johnson – Historic Archive Transcription

Motion duly made by Marilyn Fifield to approve the application for Eben L. Johnson, Historic Archive Transcription for amount not to be determined, seconded by Sue Rohrbach.

Discussion:

- Amount clarified, \$5,111; due to time lapse and rising costs, motion amended

Motion duly made by Lindsey Counsell to approve the application for Eben L. Johnson, for records restoration in an amount not to exceed \$5,500, seconded by Laura Shufelt.

Vote: So voted unanimously

General Discussion:

- CPC meeting with Town Council on August 21, 2008
 - * Funding projects on privately owned property
 - * Income eligibility to be determined and identified as well
 - * Funding for affordable housing projects by private developers
 - * Reaffirm Town Council support of funding for churches; provided the church is a historic building
 - * Town owned buildings as a priority; capital budget should now cover repairs on town owned buildings
 - * Timeline for housing projects, projects in general, and for time in which CPA funds must be spent
 - * Upgrade dollars for administrative funds
 - * School projects – needs further clarification
- Update on Massachusetts Historical Commission referencing denial for Marstons Mills Public Library; Library has already been contacted.
- Massachusetts Historical Commission meets monthly to review and often pre-approve applications; a procedure for CPC applicants is recommended to alleviate and further circumstances like the Marstons Mills Public Library
- Committee would like for Barbara Harris to draft a generic Historic Restriction, so applicants will have a better idea of what they will be agreeing to, and their respective legal representation would be advised as well
- Administrative funds request for increase to \$185k, additional \$35k for a historical consultant

Motion to approve the Administrative Funds increase by Lindsey Counsell

Vote: So voted unanimously

- Appropriation order for debt service: requirements are \$2,995,075 – estimated sur-tax revenue for the CPF in fiscal year 2009 to be collected is \$2,604,116, a difference of \$390,959 will be covered by fund balance as brought forward by the land bank as recommended by the Community Preservation Committee
Motion to approve by Lindsey Counsell, seconded by Laura Shufelt
Vote: So voted unanimously
- **AdHoc Committee**
 - * Paula Schnepf to head the 'Branding Committee' which would be in charge of securing and placing plaques on historic buildings which received CPA funds

Community Preservation Plan:

- Numerous areas identified – requiring action from committee members
 - * Page 4 – Mission Statement referencing evaluation and consultation with municipal boards needs to be deleted.
 - * Page 5 – evaluate LCP and other plans; applicants are responsible for reviewing and identifying how their project coincides with the LCP. Specific areas need to be addressed further
 - * Page 5 – category specific criteria for affordable housing – language may need to be clarified, and verification of CPC responsibilities (i.e. applicants will need to provide verifications on mixed income, etc.)
 - * Re-development of existing buildings
- * Language added referencing need for deed and / or historic restrictions, and applicant requirements necessary prior to approval by CPC
- Grammatical / clerical changes to be emailed to Alisha
- Final plan to be available at September CPC meeting, and then shared with the Town Council

Motion to approve the Community Preservation Plan with the additions and changes just discussed and with any grammatical and punctuation errors being corrected appropriately by Marilyn Fifield, final document to be ready at the September CPC

Meeting – approve as written now by Sue Rohrbach, seconded by Laura Shufelt

Vote: So voted unanimously

September CPC meeting

- Laura Shufelt is requesting updates on projects, i.e. Wellness Center and West Barnstable Community Building
- Projects will be an addendum to the CPC Plan
- Update to be provided by Project Coordinator

Closing Public Comment:

- None

Motion duly made by Terry Duenas to adjourn the meeting, seconded by Tom Lee

VOTE: So voted unanimously

Meeting adjourned at 5:51 PM

Respectfully submitted,
Theresa M. Santos
Administrative Assistant