



Town of Barnstable
COMMUNITY PRESERVATION COMMITTEE



www.town.barnstable.ma.us/CommunityPreservation

Email: 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
 Stephen Robichaud– Planning Board • Tom Lee – Conservation Commission • James Tenaglia – Recreation Commission
 Deborah Converse – Housing Authority • Farley Lewis – At Large • Jessica Rapp Grassetti – Town Council Liaison

Monday, August 15, 2022
Regular CPC Meeting APPROVED Minutes
Remote Access Meeting via Zoom Link: <https://zoom.us/j/85208717740>
5:30 PM

Lindsey Counsell – Chair	Present
Marilyn Fifield – Clerk	Present
Terry Duenas	Present
Tom Lee-Vice Chair	Present
Katherine Garofoli	Present
James Tenaglia	Absent
Deborah Converse	Present
Stephen Robichaud	Present
Farley Lewis	Present
Jessica Rapp Grassetti – TC Liaison	Absent

With 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.

Call to Order (Roll Call)

Present: Tom Lee - **yes**, Marilyn Fifield – **yes**, Farley Lewis - **yes**, Katherine Garofoli – **yes**, Stephen Robichaud - **yes**, Terry Duenas – **yes**, Deb Converse – **yes**, Lindsey Counsell - **yes**. Absent: James Tenaglia.

Minutes

The motion of Marilyn Fifield was seconded by Tom Lee to approve the July 18, 2022, Regular Community Preservation Committee meeting minutes as submitted. Motion carried with a roll call vote: **Yes - 7, No – 0, Abstained – 1.**

Letters of Intent

None received.

Applications

- **Sturgis Library has requested that the CPC consider allowing use of a portion of the \$165,000 CPC grant previously awarded for the replacement of a climate control unit, as the roofing project, architectural costs, and repair instead of replacement of the main entrance all cost less than the original budget, leaving \$40,000 in unspent CPC funds. The estimate for replacement of the climate control unit is \$33,204.**

Library Director Lucy Loomis thanked the CPC for their past support. She explained that the Sturgis Library was able to come in under budget by \$40,000 by saving money on certain repairs covered by CPC funds. She reminded that CPC had previously funded work for their archives, but at that time the climate control system was relatively new, while it is now 13-14 years old, and parts are becoming hard to find. Ms. Loomis explained that the HVAC service provider that the library has had for years had provided the estimate for replacement with a similar system, and she noted that it is essential for archives preservation and to ensure there is a unit in place that will not break down. She said that she intends to obtain other quotes for replacement of the unit. Tom Lee noted that, while the contractor's proposal mentions repair of ductwork, piping and electrical work are excluded, and he suggested that she may want to see if they will be required and get quotes to include in this request within the remaining \$40,000 in funds. Ms. Loomis agreed and noted that the alarm system will also need review for any required upgrades, saying that the estimate submitted was just for the replacement of the unit. Steven Robichaud advised that getting additional quotes for the HVAC work may shed light on whether any additional work is needed. He also noted that she should find out if the contract will lock in the price at the time of signing, with a 48-week lead time from ordering to delivery. The Sturgis Library request will be taken up at the September 19, 2022, meeting when Ms. Loomis hopes to return with additional quotes.

Correspondence

Community Preservation Fund Financial Reports as of June 30, 2022, prepared by Mark Milne, Director of Finance.

Project Updates: Chair Counsell provided the following updates:

- Application from the Department of Public Works for Phase I restoration work to the Zion Union Historical Museum has been forwarded for Town Council consideration.
- The Cotuit Federated Church Application was approved at the May 5, 2022, Town Council Public Hearing. Drafting of the Historic Preservation Restriction is in process.
- The Barnstable Little League Application was approved at the May 5, 2022, Town Council Public Hearing. Drafting of a User Agreement is in process
- Barnstable Historical Society CPC Application - Historic Preservation Restriction has been completed and recorded. Funding is available for reimbursement.
- Mid-Point Community Housing Application – updates will be provided by the Affordable Housing Trust.
- An application from the Unitarian Church requesting \$300,000 in Historic Preservation funds for restoration of the church tower is anticipated for a CPC meeting in the Fall of 2022.
- An application from Tales of Cape Cod requesting \$100,000 in Historic Preservation funds to make the building accessible is anticipated for the

September 19, 2022, CPC meeting. Lindsey noted that approvals for modifications have been received.

- Revised Application from the Trustees of Reservations for Armstrong Kelley Park improvements will be reviewed at the September 19, 2022, CPC meeting. A draft Recreation Easement will be anticipated.
- An application from the Department of Public Works for restoration of the Osterville Recreation Playground is anticipated for a future CPC meeting. Chair Counsell noted that the field has been completed in the last few weeks, and the playground will be a nice addition for the village.
- Marstons Mills Community Church will be returning to CPC with quotes for a building analysis report in their pursuit of Historic Preservation funds for building upgrades.

Public Comment.

None.

Member Discussion

- Election of Officers – scheduled for September 19, 2022, meeting
- It was agreed that the September 19, 2022, CPC meeting would be held in the remote format.
- Chair Counsell requested members to provide ideas for updates to the CPC Handbook

Adjournment

Motion was made by Tom Lee and seconded by Katherine Garofoli to adjourn.

Roll Call Vote: Terry Duenas - yes, Marilyn Fifield - yes, Tom Lee - yes, Deb Converse - yes, Farley Lewis - yes, Stephen Robichaud - yes, Katherine Garofoli - yes, and Lindsey Counsell - yes. Meeting adjourned at 5:54 p.m.

Next Regularly Scheduled CPC Meeting –September 19, 2022

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

Exhibit 1 –CPC Agenda, August 15, 2022.

Exhibit 2 –Draft CPC Regular Meeting Minutes from the July 18, 2022, meeting.

Exhibit 3 – Letter and Supporting Documents from Sturgis Library

Exhibit 4 – Community Preservation Fund Financial Reports as of June 30, 2022, prepared by Mark Milne, Director of Finance.

Respectfully submitted,

Ellen M. Swiniarski

Community Preservation Coordinator

Planning & Development Department

and edited by CPC Clerk Marilyn Fifield

Please Note: The list of matters is 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.