



**Town of Barnstable**  
**Hyannis Main Street Waterfront Historic District Commission**  
[www.townofbarnstable.ma.us/hyannismainstreet](http://www.townofbarnstable.ma.us/hyannismainstreet)

**MINUTES**  
**September 18, 2024**  
**6:30 p.m.**

**Members Present:** Cheryl Powell, Matt Clark, Tom Doherty, Jack Kay, Laura Cronin, Cornelius Cawley, Kevin Matthews, Jeniffer Hinckley Needham, Conrad Watson

**Members Absent:** Peri Wentworth

**Staff Present:** James Kupfer, Director, and Karen Pina, Principal Assistant, Planning & Development Dept. in attendance.

To all persons deemed interested or affected by the Town of Barnstable's Hyannis Main Street Waterfront Historic District Commission Ordinance under Chapter 112, Article III of the Code of the Town of Barnstable, you are hereby notified that a hearing is being held at Town Hall, 367 Main Street, Hyannis, MA Selectmen's Conference Room, 2<sup>nd</sup> Floor **6:30 P.M.** on **Wednesday, September 18, 2024.**

The meeting will be televised live via Xfinity Channel 8 or high definition Channel 1072. It may also be accessed via the Government Access Channel live stream on the Town of Barnstable's website:

<http://streaming85.townofbarnstable.us/CablecastPublicSite/watch/1?channel=1>

*Please silence your cell phones*

**Call to Order**

**Attendance Roll Call**

Conrad Watson  
Kevin Matthews  
Cornelius Cawley  
Jennifer Hinckley Needham  
Matt Clark  
Laura Cronin  
Jack Kay  
Tom Doherty  
Cheryl Powell

**Welcome to New Members, Special Guests, Advisors and Comments**

Town Council Liaison Charles Bloom in attendance

**Updates**

- Trainings
- Awards
- Correspondence

**Reminder of Commission's Purpose and Proper Procedure**

**Design Guidelines Update**

Chair Cheryl Powell thanks all involved in this and the work done.

Jim Kupfer, most recent as proposed, Exhibit A. Working group has offered changes. Had some additional comments added in. Updates since Planning Board has adopted their version. Some updated images will be forthcoming.

Chair Cheryl Powell – Pg. 6 , adding some flower boxes as an option and more Juliet balconies?

Jim Kupfer clarifies - in text form in red is there.

Next step is Joint Meeting with the Planning Board.

Tom Doherty, Pg. 11, expanding the Historic District. Going up to the circle at the airport?

Jim Kupfer, MGL 40C, would have to be an approval and a proposal to the Town Council and a modification to the ordinance.

*Discussion who had what areas to cover – streets*

Jim Kupfer will send email – objective about opportunities to expand. Question would be what would be preserved and what properties would be historically significant.

Cornelius Cawley, what zones do we have jurisdiction for?

Jim Kupfer, possibly an ability to expand, and was looked into, brought up by some of the Commissioners.

Cornelius Cawley, no formal vote right? Entire area or portions?

Jim Kupfer, correct, this is a secondary discussion.

Jim Kupfer, up to the Commission – need justification as to how/why protecting. Clarifies.

Chair Cheryl Powell, Pg. 9 – want to include more lights, the more the better.

Laura Cronin, Pg. 12, suggested – please find a portion.

Jim Kupfer, nothing being changed in purpose and jurisdiction, clarifies.

Laura Cronin, Pg. 15, administrative reviews – include in minutes for review, so can be updated as to when they occur.

Chair Cheryl Powell, Pg. 14 – at end should mention HHDC has a form to inform Bldg. Commissioner of potential violations?

Discussion regarding Bldg. Dept. and form for enforcement. Clarification of discussed. Process, no note in the Design Guidelines for this. Enforcement procedures. Complaints and procedure and legalities of.

Chair Cheryl Powell would like Jim Kupfer to check with the Legal Dept. for this information and what/how to proceed with enforcement.

Cornelius Cawley thinks should go before Town Council for authorizing the enforcement and contact for issues.

Tom Doherty, nobody follows up on complaints. DPW doesn't have enough staff/people.

Kevin Matthews, how to have enforcers do what they need to do for the enforcement.

Chair Cheryl Powell previously decided to do the letter with Bldg. Commissioner at a previous meeting, 8 years ago.

Tom Doherty, need to find out what our authority is.

Jim Kupfer, authority is clear, but will speak with Town Attorney. Bldg. Commissioner is authority for enforcement. This Commission is a permit granting authority.

Chair Cheryl Powell, quarterly meetings for tweaking this on Pg. 14, highlighted in red. Won't have time to deal with it on Monday at the Joint Meeting.

Pg. 19 and 20 – Laura Cronin, pictures need to be replaced, these don't look like Hyannis at all.

Jim Kupfer will work on some images. Can hold off until get images you would like. Everyone has different idea of what is historic looking.

Chair Cheryl Powell, put on list for next update. Quarterly review.

Tom Doherty, Pg. 21 – what looks good for residential.

Jennifer Hinckley Neeham, - what buildings would/could she take pictures of?

Jim Kupfer, could just say reserved if don't like the image – Pg. 21, Maybe a secondary image for recommended commercial.

Kevin Matthews, Pg. 24 – logo change. – color requirements included.

Jim Kupfer, logo specifically and regulating speech, challenging. Sign, full signage should take into consideration all.

Laura Cronin, take out color requirements - do not apply to signage?

Chair Cheryl Powell, color requirements may not apply to signage? Rephrase possibly?

Laura Cronin, logos should be coming before us. Must all be approved by HHDC. Discussion regarding logos.

Chair Cheryl Powell – signage and logos should take into consideration when applying.

Kevin Matthews, Pg. 29 – panels.

Tom Doherty, Pg. 47 – historic and maritime - good addition.

Kevin Matthews, community process? Pg. 47, b, talks about public art. How do you engage the community? Process for? Maybe a BID question/involved?

Laura Cronin, murals – thinks should be an approved process. Keep open to the public. Needs to be representative of the town.

Matt Clark, thinks the problem is with the meetings, we get off course. Good to have guidelines, but it breaks down to debate and public argument. Need to do a better job of controlling this. Put a time limit on these types of applications. We are beyond being fair.

Chair Cheryl Powell – restrictions/guidelines on previous applications have been done.

Tom Doherty, only dealing with one art group. Maybe should have different artists.

*Discussion regarding murals and artists and the property owners. Pg. 47. Owners need to consult with HHDC. Pg. 47, b. – May be approved if in the district.*

Laura Cronin subjective to be interactive and encourage community engagement, i.e., inflatables. Pg. 49 – bike racks, these don't look historical.

Jennifer Hinckley Needham, should be historic and not playful.

Laura Cronin, Pg. 59 – open/closed signage. Businesses set back from the street. Need good example of A Frame.

Jim Kupfer, Planning Board is reviewing and can bring the review and suggested changes to them for review

**Matters not Reasonably Anticipated by the Chair**

Approval of September 4, 2024, Draft Minutes

**Chair Cheryl Powell entertains a motion to approve, moved by Kevin Matthews, seconded by Jack Kay,  
Vote  
All aye**

Next HHDC meetings scheduled for - September 23, 2024, Joint Meeting with Planning Board  
October 2<sup>nd</sup>, and October 16, 2024

**Adjournment**

**Chair Cheryl Powell entertains a motion to adjournment, moved by Laura Cronin, seconded by Jack Kay,**

**Roll Call Vote:**

**Cornelius Cawley - aye**

**Laura Cronin - aye**

**Conrad Watson - aye**

**Jack Kay - aye**

**Tom Doherty - aye**

**Jennifer Hinckley Needham - aye**

**Matt Clark - aye**

**Cheryl Powell - aye**

The meeting ended at 8:12 p.m.

Respectfully submitted,  
Karen Pina

Further detail may be obtained by viewing the video via Channel 18 on demand at  
<http://www.town.barnstable.ma.us>

**List of Exhibit Documents**

**Exhibit A – Draft Design Guidelines**