CAPE COD
COMMISSION

Meeting Notes
Cape Cod Commission (CCC) Member Retreat
Old Bank Street Firehouse Meeting Room
203 Bank Street, Harwich, MA 02645
June 25, 2026

The Chair thanked members for attending the Retreat and called the Retreat to order on Thursday, June 25, 2026 at the Old Bank Street Firehouse, 203 Bank Street, Harwich, MA.

The clerk Lisa Dillon called the roll for attendance, and a quorum of members was established as follows:

Tom Wilson(Chair)	Present
Douglas Fromm (Vice Chair)	Present
Kevin Grunwald (Secretary)	Present
Catherine Ledec	Present
Robert Frangieh	Present
Elizabeth Taylor	Present
Michael McGee	Present
Michele Vion	Present
John Druley	Present
Harwich Representative	Vacant
Ernest Virgilio	Absent
Douglas Fromm	Present
Anne McManus	Present
Peter Okun	Present
David Mead-Fox	Present
Dennis Prebensen	Absent
Ronald Bergstrom	Absent
John Harris	Absent
Native American Rep	Vacant
Carlos Barbosa	Absent

Cape Cod Commission member training: Staff will provide training to the Cape Cod Commission members on the history and composition of the Commission and the role of its members; the Commission member communications policy and Open Meeting Law; the significant accomplishments of the Commission from the last 5 years; the Commission's planning and regulatory tools and processes; and upcoming priority work of the staff and Commission, including the evaluation of development of regional impact thresholds, open space and disaster resiliency planning. Members may ask questions and discuss the presentation.

Michael Lock and Fire Chief provided background information about the Harwich Fire Association/Conservation Trust and the collaboration to restore the historic Old Bank Street Firehouse and re-purpose it with affording housing and community space.

Members broke into small discussion groups in a "get to know you" session. Questions included what brought you to Cape Cod and what is your favorite thing about living here? Where would you take someone who is visiting the Cape for the first time?

Using Power Point Kristy Senatori provided the history of the Cape Cod Commission, it's mission, planning and regulatory role, member board and staff expertise in each of the issue areas. How the Regional Policy Plan has evolved over 35 years, the regional vision for Cape Cod, the Growth Policy for Barnstable County and the framework for issue specific plans. She described the role of the Cape Cod Commission through Planning, Technical Assistance and Regulatory. Ms. Senatori played a video created by the CCC that tells the story of the Cape Cod Commission.

Members broke into small discussion groups. Questions included What do you see as a significant accomplishment of the Commission over the last 5 years? How do you think the Commission can have the most impact over the next 5 years?

Jessica Wielgus Commission Counsel discussed the different roles of the members and reviewed the communication policy with the members and the limitations of communication. She discussed the legal requirements of the board maintaining impartiality, avoiding deliberation and preserving the judicial role as a Commission Member. She discussed Open Meeting Law, deliberation basics and communication tips and reminders.

David Still provided members with a technology review including accounts, access, member site, email and calendar access, devices and member documents.

Lunch Break

Members joined for trivia questions.

Jordan Velozo reviewed the regulatory process discretionary referrals, affordable housing developments, Chapter 40B, Growth Incentive Zones (GIZs), Chapter H. She discussed the Commission' role compared to Local Boards. She reviewed the Review of Exemptions, types of modifications to existing DRI's.

Erin Perry presented some of the upcoming priorities that included evaluation of DRI review thresholds and regional open space plan planning.

Steven Tupper reported on the New Initiative: Disaster Resiliency Planning, Construction Disruption Assistance, Route 6A transportation visioning study, regional industry analysis, water protection fund. He said that more information will be presented at open cape.

David Mead-Fox asked Ms. Senatori if there was anything that could be suggested to the members to help with the Commission. Kristy said that all that the members do is appreciated. Coordinate communications and keeping up the good work that we do.

John Druley asked about the timeline for the DRI process and expense. Ms. Senator explained that there are preapplication meetings that help the process go smoothly before coming to Commission as a DRI. Mr. Druley asked if people come in and find out it's not worth it. Ms. Velozo said that we field questions from developers and some choose not to move forward.

Kevin Grunwald enjoys working with staff and wanted to give thanks to the Clerk Lisa Dillon for the work that she does for the members.

Seeing no further questions, the training concluded at 2:15 p.m.

List of Documents Used/Presented at the June 25, 2026 Cape Cod Commission Member Retreat

- Cape Cod Commission Member Retreat agenda, 6/25/26
- PowerPoint prepared by CCC staff inclusive of all agenda items

Approved by the Cape Cod Commission