



# Town of Barnstable Town Council

367 Main Street, 2<sup>nd</sup> floor,  
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## Councilors:

Paul Hebert  
President  
Precinct 3

Jessica Rapp Grassetti  
Vice President  
Precinct 7

Gordon Starr  
Precinct 1

Eric R. Steinhilber  
Precinct 2

Britt Beedenbender  
Precinct 4

David W. Bogan  
Precinct 5

Paul C. Neary  
Precinct 6

Debra S. Dagwan  
Precinct 8

Tracy Shaughnessy  
Precinct 9

Matthew Levesque  
Precinct 10

Kristine Clark  
Precinct 11

Paula Schnepf  
Precinct 12

Jennifer L. Cullum  
Precinct 13

Administrator:  
Cynthia A. Lovell

Administrative  
Assistant:  
Kelly Crahan

## MEETING AGENDA

**February 6, 2020  
7:00 PM**

- 1. ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. MOMENT OF SILENCE**
- 4. PUBLIC COMMENT**
- 5. COUNCIL RESPONSE TO PUBLIC COMMENT**
- 6. TOWN MANAGER COMMUNICATIONS**
  - **Katie Servis, Barnstable Municipal Airport Update**
  - **Chris Kennedy, Mobility Manager, Cape Cod Regional Transit Authority**  
**Smart DART- Dial-A-Ride Transportation**
  - **Elizabeth Jenkins, Director, Planning and Development**  
**Transit Oriented Development and Housing**
- 7. ACT ON MINUTES (Including Executive Session)**
- 8. COMMUNICATIONS- from elected officials, boards, committees, staff commission reports, correspondence and announcement**
- 9. ORDERS OF THE DAY**
  - A. Old Business**
  - B. New Business**
- 10. ADJOURNMENT**

**NEXT REGULAR MEETING: February 27, 2020**

ITEM NO.	INDEX TITLE	PAGE
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**A. OLD BUSINESS**

2020-078	Appointments to a Board/ Committee/ Commission: <b>Airport Commission:</b> Bradley Bailey, 34 Quisset Road, Centerville, as a regular member to a term expiring 6/22; <b>Housing Committee:</b> Jacob Dewey, 53 Arbor Way, Hyannis, as an alternate member to a term expiring 6/21; <b>Hyannis Main Street Waterfront Historic District Commission:</b> Cecelia Carey, 939 Mary Dunn Road, Hyannis as a regular member to a term expiring 6/22; David Sorensen, 59 Sheaffer road, Centerville as an alternate member to a term expiring 6/20; Timothy Ferreira, 150 Old Yarmouth Road, Hyannis, as a regular member to a term expiring 6/20; <b>Recreation Commission:</b> Timothy Lus, 1480 Falmouth Road, Centerville, as a regular member to a term expiring 6/21; <b>Shellfish Committee:</b> Tyler Hagenstein, 96 Grove Street, Cotuit as a professional fisheries trained member to a term expiring 6/21.	3
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**B. NEW BUSINESS**

2020-079	Transfer Order of <b>\$60,000</b> from the Fiscal Year 2020 Planning & Development Personnel Cost Budget to the Fiscal Year 2020 Town Manager Budget for the purpose of funding the New Communications Director Position and associated operating expenses.	4-5
2020-080	Appropriation and Loan Order in the amount of <b>\$220,860</b> pursuant to Temporary Repairs to Private Roads Program for certain private ways regarding Goodview Way, Barnstable Village.	6-7

Approve Minutes; January 23, 2020

**Please Note:** The list of matters, are those reasonably anticipated by the council president, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may in fact 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 Council may go into executive session. The Council may also act on items in an order other than they appear on this agenda. Persons interested are advised, that in the event any matter taken up at the meeting remains unfinished at the close of the meeting, may be put off to a continued session of this meeting, and with proper notice. Anyone requiring hearing assistance devices please inform the Town Clerk at the meeting.

**A. OLD BUSINESS (Second Reading)(May be acted upon)  
(Majority Vote)**

**BARNSTABLE TOWN COUNCIL**

**ITEM # 2020-078  
INTRO: 01/23/2020, 02/06/2020**

**2020-078 APPOINTMENTS TO A BOARD/COMMITTEE/COMMISSION:**

**RESOLVED:** That the Town Council appoints the following individuals to a multiple-member board/committee/commission: **Airport Commission:** Bradley Bailey, 34 Quisset Road, Centerville, as a regular member to a term expiring 6/22; **Housing Committee:** Jacob Dewey, 53 Arbor Way, Hyannis, as an alternate member to a term expiring 6/21; **Hyannis Main Street Waterfront Historic District Commission:** Cecelia Carey, 939 Mary Dunn Road, Hyannis as a regular member to a term expiring 6/22; David Sorensen, 59 Sheaffer Road, Centerville as an alternate member to a term expiring 6/20; Timothy Ferreira, 150 Old Yarmouth Road, Hyannis, as a regular member to a term expiring 6/20; **Recreation Commission:** Timothy Lus, 1480 Falmouth Road, Centerville, as a regular member to a term expiring 6/21; **Shellfish Committee:** Tyler Hagenstein, 96 Grove Street, Cotuit as a professional fisheries trained member to a term expiring 6/21.

**SPONSOR:** Appointments Committee

DATE	ACTION TAKEN
<u>01/23/2020</u>	<u>First Reading, Refer to Second Reading 02/06/2020</u>

- \_\_\_\_ Read Item  
\_\_\_\_ Rationale  
\_\_\_\_ Council Discussion  
\_\_\_\_ Move/Vote

**B. NEW BUSINESS (May be acted upon) (Roll Call) (Majority Vote)**

**BARNSTABLE TOWN COUNCIL**

**ITEM # 2020-079  
INTRO: 02/06/2020**

**2020-079 TRANSFER ORDER IN THE AMOUNT OF \$60,000 TO FUND THE PERSONNEL COSTS AND ASSOCIATED OPERATING EXPENSES OF THE NEW COMMUNICATIONS DIRECTOR POSITION IN THE TOWN MANAGER'S OFFICE**

**ORDERED:** That the sum of **\$60,000** be transferred from the Fiscal Year 2020 Planning and Development Department Personnel cost budget to the Fiscal Year 2020 Town Manager Department budget for the purpose of funding the personnel costs and associated operating expenses of the new Communications Director position.

**SPONSOR:** Mark S. Ells, Town Manager

DATE	ACTION TAKEN
_____	_____
_____	_____

- \_\_\_\_\_ Read Item
- \_\_\_\_\_ Rationale
- \_\_\_\_\_ Council Discussion
- \_\_\_\_\_ Move/Vote

# BARNSTABLE TOWN COUNCIL

**ITEM # 2020-079**  
**INTRO: 02/06/2020**

## SUMMARY

**TO:** Town Council  
**FROM:** Mark S. Ells, Town Manager  
**THROUGH:** Mark A. Milne, C.P.A., Director of Finance  
**DATE:** February 06, 2020  
**SUBJECT:** Transfer Order of **\$60,000** from the Fiscal Year 2020 Planning & Development Personnel Cost Budget to the Fiscal Year 2020 Town Manager Budget for the purpose of funding the New Communications Director Position and associated operating expenses.

**BACKGROUND:** We continue to progress with the internal reorganization of our existing work force and created a Director of Communications position and supporting staff under the direct oversight of the Town Manager's office. The primary role of this position includes being responsible for managing and directing our organization's internal and external communications efforts. This position, in coordination with the Town Manager, will supervise public relations, create communication strategies, and may serve as a primary media contact for the organization when appropriate.

**ANALYSIS:** The fiscal year 2020 operating budget for the Town Manager Department did not include funding for this position. Vacancy savings created from personnel turnover within the Planning and Development Department will be used to fund the salary and associated operating expenses for the remainder of the fiscal year. Salary costs are expected to be \$55,200 and \$4,800 will be provided for operating expenses. An Administrative Code change will be brought forward as part of the fiscal year 2021 budget development for the restructuring of the Town Manager Department to include the Communications Program.

**FISCAL IMPACT:** The Fiscal Year 2021 Operating Budget for the Town Manager Department will include a recommendation for a full year of funding for this position. It is anticipated the funding for the position will be provided from a combination of the General Fund and PEG Enterprise Fund. As the Fiscal Year 2021 Operating Budget is developed, reductions in personnel costs in other areas will be explored to offset the cost of this new position.

**TOWN MANAGER RECOMMENDATION:** Mark S. Ells, Town Manager recommends approval of the Transfer Order.

**STAFF ASSISTANCE:** Mark A. Milne, C.P.A., Director of Finance

**B. NEW BUSINESS (Refer to Public Hearing 02/27/2020)**

**BARNSTABLE TOWN COUNCIL**

**ITEM # 2020-080  
INTRO: 02/06/2020**

**2020-080 APPROPRIATION AND LOAN ORDER IN THE AMOUNT OF \$220,860  
PURSUANT TO TEMPORARY REPAIRS TO PRIVATE ROADS PROGRAM  
FOR CERTAIN PRIVATE WAYS REGARDING GOODVIEW WAY,  
BARNSTABLE VILLAGE**

**ORDERED:** That the sum of **\$220,860** be appropriated for the purpose of making temporary repairs to Goodview Way in Barnstable Village, a private road within the Town of Barnstable, and that to meet this appropriation, the Town Treasurer, with the approval of the Town Manager, be authorized to borrow \$220,860 under and pursuant to Chapter 174 of the Acts of 1994, as amended by Chapter 350 of the Acts of 2014 or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; and that in accordance with M.G.L. c. 44, §20, any premium received by the Town upon the sale of any bonds or notes authorized by this order, less any such premium applied to the payment of the costs of issuance of such bonds and notes, may be applied to pay such project costs, thereby reducing the amount authorized to be borrowed by this order by a like amount; and that the Town Manager is authorized to contract for and expend the appropriation made available for these purposes, and for these purposes assess betterments in accordance with M.G.L. c. 80, and further that the Town Manager is authorized to accept any grants or gifts in relation thereto.

**SPONSOR:** Gordon Starr, Precinct 1, Mark S. Ells, Town Manager

DATE	ACTION TAKEN
_____	_____
_____	_____

- \_\_\_ Read Item
- \_\_\_ Rationale
- \_\_\_ Public Hearing
- \_\_\_ Close Public Hearing
- \_\_\_ Council Discussion
- \_\_\_ Move/Vote

# BARNSTABLE TOWN COUNCIL

**ITEM # 2020-080**  
**INTRO: 02/06/2020**

## SUMMARY

**TO:** Town Council  
**FROM:** Mark S. Ells, Town Manager  
**THROUGH:** Daniel W. Santos, P.E., Director of Public Works  
**DATE:** February 06, 2020  
**SUBJECT:** Appropriation and Loan Order in the amount of **\$220,860** pursuant to Temporary Repairs to Private Roads Program for certain private ways regarding Goodview Way, Barnstable Village.

**BACKGROUND:** Chapter 174 of the Acts of 1994, as amended by Chapter 350 of the Acts of 2014, authorized the Town to borrow funds to repair and improve private roads within the Town. Under this Program the abutters to roads being repaired can be charged betterment assessments for 100% of the actual costs of repairs which they can elect to pay in one lump sum or over a period of up to 20 years (with interest). This road will not be taken by the Town of Barnstable and will remain a private road. A majority of the property abutters to Goodview Way, Barnstable Village have expressed an interest in having repairs made to their private road and 69% of the abutters have signed a Consent and Acknowledgement Agreement for Betterment Assessment. The proposed work includes engineering design, installation of new drainage structures, removal and replacement of the existing roadway pavement, cleaning of existing drainage structures and final restoration.

The cost of improvements: Estimated as \$220,860 with a cost per 13 abutters, distributed as 12 full shares and one half-share, not to exceed \$17,670 per abutter full share and \$8,840 per half share.

**FISCAL IMPACT:** There is no cost to the Town, as all costs will be covered by betterments assessed on the abutters. The town will issue a bond to cover the cost of the repairs and use the revenue collected from the betterment assessments to make the annual loan repayments on the bond.

**TOWN MANAGER RECOMMENDATION:** Mark S. Ells, Town Manager requests favorable action by the Town Council.

**STAFF SUPPORT:** Daniel W. Santos, P.E., Director of Public Works