



Town of Barnstable Town Council

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MEETING AGENDA TOWN HALL HEARING ROOM April 27, 2017 7:00 PM

Councilors:

Eric R. Steinhilber
President
Precinct 2

James H. Crocker Jr.
Vice President
Precinct 5

John G. Flores
Precinct 1

Paul Hebert
Precinct 3

Frederick Chirigotis
Precinct 4

William Crocker, Jr.
Precinct 6

Jessica Rapp
Grassetti
Precinct 7

Debra S. Dagwan
Precinct 8

James M. Tinsley
Precinct 9

Sara Cushing
Precinct 10

Philip N. Wallace
Precinct 11

John T. Norman
Precinct 12

Jennifer L. Cullum
Precinct 13

Administrator:
Cynthia A. Lovell

Administrative
Assistant:
Kelly Crahan

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. MOMENT OF SILENCE

4. PUBLIC COMMENT

5. COUNCIL RESPONSE TO PUBLIC COMMENT

- **Presentation by the Charter Review Committee
Councilor Jennifer Cullum, Chair
Ruth Weil, Town Attorney**

6. TOWN MANAGER COMMUNICATIONS

7. ACT ON MINUTES (Including Executive Session)

8. COMMUNICATIONS- from elected officials, boards, committees, staff commission reports, correspondence and announcements

9. ORDERS OF THE DAY

A. Old Business

B. New Business

10. ADJOURNMENT

NEXT REGULAR MEETING: May 4, 2017

ITEM NO.	INDEX TITLE	PAGE
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A. OLD BUSINESS

2017-086	Appropriation and Loan Order in the amount of \$675,000 for the purpose of funding the Osterville Recreation Building Design and Construction Project as outlined in the Fiscal Year 2018 Fiscal Year 2022 Capital Improvement Plan (Public hearing) (2/3 vote)	5
2017-100	Amending the Code of the Town Of Barnstable, Part I General Ordinances, Chapter 240 Zoning by adding a Gateway Medical District (Public hearing) (Roll call)	6-9
2017-102	Amendment of the Zoning Ordinance and map of the Town of Barnstable, Massachusetts to amend and expand the Marine Business A-1 District to include Parcels 093/024, 093/025 and 093/028 (Public hearing) (Roll call)	10-12
2017-108	Moratorium on Recreational Marijuana Establishments and Marijuana Retailers (Public hearing) (Roll call)	13-16
2017-111	Appropriation and Transfer Order in the amount of \$3,478,443 of Excess Overlay in the General Fund to the Capital Trust Fund (Public hearing) (Roll call 2/3)	17-18

B. NEW BUSINESS

FISCAL YEAR 2018 OPERATING BUDGET APPROPRIATION ORDERS

2017-112	Appropriation Order in the amount of \$6,508,537 for the purpose of funding the Town's Fiscal Year 2018 Airport Enterprise Fund budget (Refer to Public hearing 05/18/17)	19
2017-113	Appropriation Order in the amount of \$65,216,084 be appropriated for the purpose of funding the Town's Fiscal Year 2018 Barnstable Public Schools budget (Refer to Public hearing 05/18/17)	20
2017-114	Appropriation Order in the amount of \$13,835,845 to be appropriated for the purpose of funding the Town's Fiscal Year 2018 Barnstable Police Department budget (Refer to Public hearing 05/18/17)	21
2017-115	Appropriation Order in the amount of \$899,336 be appropriated for the purpose of funding the Town's Fiscal Year 2018 Planning and Development Department budget (Refer to Public hearing 05/18/17)	22
2017-116	Appropriation Order in the amount of \$3,555,185 be appropriated for the purpose of funding the Town's Fiscal Year 2018 Community Services Department General Fund budget (Refer to Public hearing 05/18/17)	23
2017-117	Appropriation Order in the amount of \$3,554,772 to be appropriated for the purpose of funding the Town's Fiscal Year 2018 Golf Course Enterprise Fund budget (Refer to Public hearing 05/18/17)	24

FISCAL YEAR 2018 OPERATING BUDGET APPROPRIATION ORDERS (cont'd)

2017-118 Appropriation Order in the amount of **\$3,379,599** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Hyannis Youth and Community Center Enterprise Fund budget **(Refer to Public hearing 05/18/17)** 25

2017-119 Appropriation Order in the amount of **\$839,067** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Marina Enterprise Fund budget **(Refer to Public hearing 05/18/17)** 26

2017-120 Appropriation Order in the amount of **\$1,018,462** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Sandy Neck Park Enterprise Fund budget **(Refer to Public hearing 05/18/17)** 27

2017-121 Appropriation Order in the amount of **\$811,627** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Cable Television Public Educational and Governmental Access Enterprise Fund budget **(Refer to Public hearing 05/18/17)** 28

2017-122 Appropriation Order in the amount of **\$2,037,938** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Regulatory Services Department budget **(Refer to Public hearing 05/18/17)** 29

2017-123 Appropriation Order in the amount of **\$1,033,467** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Building Services Department budget **(Refer to Public hearing 05/18/17)** 30

2017-124 Appropriation Order in the amount of **\$9,437,141** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Department of Public Works General Fund budget **(Refer to Public hearing 05/18/17)** 31

2017-125 Appropriation Order in the amount of **\$3,428,020** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Department of Public Works Solid Waste Enterprise Fund budget **(Refer to Public hearing 05/18/17)** 32

2017-126 Appropriation Order in the amount of **\$4,601,261** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Department of Public Works Water Pollution Control Enterprise Fund budget **(Refer to Public hearing 05/18/17)** 33

2017-127 Appropriation Order in the amount of **\$6,789,486** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Department of Public Works Water Supply Enterprise Fund budget **(Refer to Public hearing 05/18/17)** 34

2017-128 Appropriation Order in the amount of **\$267,685** be raised and appropriated for the purpose of funding the Town's Fiscal Year 2018 Town Council budget **(Refer to Public hearing 05/18/17)** 35

2017-129 Appropriation Order in the amount of **\$495,537** be raised and appropriated for the purpose of funding the Town's Fiscal Year 2018 Town Manager budget **(Refer to Public hearing 05/18/17)** 36

2017-130 Appropriation Order in the amount of **\$5,997,073** be raised and appropriated for the purpose of funding the Town's Fiscal Year 2018 Administrative Services Department budget **(Refer to Public hearing 05/18/17)**..... 37

2017-131 Appropriation Order in the amount of **\$21,473,175** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Employee Benefits budget **(Refer to Public hearing 05/18/17)**..... 38

2017-132	Appropriation Order in the amount of \$9,500,634 be appropriated for the purpose of funding the Town's Fiscal Year 2018 General Fund Debt Service budget (Refer to Public hearing 05/18/17)	39
2017-133	Appropriation Order in the amount of \$1,954,210 be raised and appropriated for the purpose of funding the Town's Fiscal Year 2018 Library and Tourism Grant budgets (Refer to Public hearing 05/18/17)	40
2017-134	Appropriation Order in the amount of \$10,412,239 be raised and appropriated for the purpose of funding the Town's FY 2018 Insurance, Assessments, Transfers and Other Fixed Costs budgets (Refer to Public hearing 05/18/17)	41
2017-135	Appropriation Orders for the Community Preservation Fund Administration Expenses and Fiscal Year 2018 Program Set-Asides in the amount of: \$393,521 for open space and recreation; \$393,521 for historic resources; \$393,521 for community housing; \$508,604 for a budget reserve, and that the sum of \$150,000 be appropriated from the annual revenues of the Community Preservation Fund for the administrative expenses (Refer to Public hearing 05/18/17)	42
2017-136	Appropriation Order in the amount of \$2,191,188 for the purpose of paying the Fiscal Year 2018 Community Preservation Fund debt service requirements (Refer to Public hearing 05/18/17)	43
2017-137	General Ordinance Amendment establishing enterprise fund for the Public, Education and Government (Peg) Access Channels (Refer to Public hearing 05/18/17)	44-45
2017-138	Appointments to a Board/Committee/Commission: Human Services Committee: Robin Gunderson, 160 Bay Road, Cotuit, as a representative member to a term expiring 6/30/20; Renewable Energy Commission: Gordon Starr, 85 Pilots Way West Barnstable, as a regular member to a term expiring 6/30/20; Planning Board: Fred Laselva, 38 Sea Street, Hyannis, as a regular member to a term expiring 6/30/20; Housing Committee: Hilda Haye, 22 Jacqueline Court, Centerville, as a regular member to a term expiring 6/30/20; Economic Development Committee: Britt Beedenbender, 415A Main Street, Centerville, as a regular member to a term expiring 6/30/19 (First reading)	46
2017-139	Order proposing that the Town Council petition the General Court for Special Legislation providing for certain Charter Amendments relating to the filing of vacancies, term limits, Charter objections, appointment of the town collector, the ten year forecast, and the elimination of preliminary elections and the definition of measure. (First reading)	47-67
2017-140	Amendments to the Administrative Code relating to the Community Services Department, the Regulatory Services Department and the Growth Management Department (First reading)	68-79
2017-141	Administrative Code Amendment- Cable Television Advisory Committee (First reading)	80-81
2017-142	Amendments to the Code of the Town of Barnstable to reflect the change of the department name from the Growth Management Department to the Planning and Development Department (First reading)	82-83

Approve Minutes –April 06, 2017

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 (Public Hearing) (2/3 vote)

BARNSTABLE TOWN COUNCIL

ITEM# 2017-086

INTRO: 03/23/17, 04/06/17, 04/27/17

2017-086 APPROPRIATION AND LOAN ORDER IN THE A MOUNT OF \$675,000 FOR THE PURPOSE OF FUNDING THE OSTERVILLE RECREATION BUILDING DESIGN & CONSTRUCTION PROJECT AS OUTLINED IN THE FISCAL YEAR 2018 – FISCAL YEAR 2022 CAPITAL IMPROVEMENT PLAN

ORDERED: That the sum of **\$675,000** be appropriated for the purpose of funding the Osterville Recreation Building Design & Construction Project as outlined in the Fiscal Year 2018 Fiscal Year 2022 Capital Improvement Plan, including the payment of costs incidental or related thereto; and that to meet this appropriation, that the Town Treasurer, with the approval of the Town Manager, is authorized to borrow **\$675,000**, and that in accordance with Chapter 44, Section 20 of the General Laws, any premium received by the Town upon the sale of any bonds or notes thereunder, 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, and that the Town Manager is authorized to contract for and expend the appropriation made available for these purposes and be authorized to accept any grants or gifts in relation thereto.

DATE ACTION TAKEN

03/23/17 Refer to Public Hearing 04/06/17

04/06/17 Open and Referred to Public Hearing on 04/27/17

- Read Item
- Motion to Open Public Hearing
- Rationale
- Public Hearing
- Close Public Hearing
- Council Discussion
- Move/Vote

A. OLD BUSINESS (Public Hearing) (Roll call)

BARNSTABLE TOWN COUNCIL

ITEM # 2017-100
INTRO: 02/16/17, 04/27/17

**2017-100 AMENDING THE CODE OF THE TOWN OF BARNSTABLE, PART I
GENERAL ORDINANCES, CHAPTER 240 ZONING BY ADDING A GATEWAY
MEDICAL DISTRICT**

ORDERED: That Code of the Town of Barnstable, Part I General Ordinances, Chapter 240 Zoning be amended as follows:

SECTION 1

By amending Section 240-6 the Zoning Map, to create a new zoning district known as “Gateway Medical District” which includes the area shown on the maps entitled:

- “Proposed Amendment to the Town Zoning Map creating the Gateway Medical District” and
- “Proposed Amendment to the Hyannis Zoning Map creating the Gateway Medical District”

dated February 8, 2017, prepared by the Town of Barnstable GIS Department.

SECTION 2

By amending Section 240-5, Establishment of Districts, by adding under the heading “Hyannis Village Zoning Districts” the term “Gateway Medical District”.

SECTION 3

By amending Section 240-65 that now reads “Signs in B, UB, HB, HO, S&D and SD-1 Districts” to read “Signs in B, UB, HB, HO, S&D, SD-1 and GM Districts.”

SECTION 4

These amendments are adopted pursuant to and in furtherance of the provisions of Chapter 240, Article III of the Zoning Ordinance, by adding a new Section 240-24.1.9.1 Gateway Medical District as follows:

§ 240-24.1.9.1 GM Gateway Medical District.

A. Permitted uses. The following principal and accessory uses are permitted in the GM District. Uses not expressly allowed are prohibited.

(1) Permitted principal uses.

- (a) Business and professional offices
- (b) Banks
- (c) Restaurants
- (d) Business support services
- (e) Dental and medical clinics
- (f) Retail uses
- (g) Personal Services
- (h) Mixed-use development
- (i) Multifamily housing totaling not more than six dwelling units per acre or 12 bedrooms per acre

(2) Permitted accessory uses.

- (a) Automated banking facilities (ATM)

B. Special permits.

(1) Permitted principal uses as follows:

- (a) Nonresidential development with a total floor area greater than 10,000 square feet.

- (b) Mixed use developments with a total floor area greater than 20,000 square feet or greater than 10,000 square feet of commercial space.
- (c) Multifamily housing proposing to create seven or more dwelling units per acre or 13 or more bedrooms per acre and including at least 25% of workforce housing and totaling not more than 12 units per acre. Multifamily housing in the GM District is not required to provide inclusionary housing pursuant to Chapter 9 of the Barnstable Code.

C. Dimensional, bulk and other requirements.

Zoning District	Minimum Lot Area (square feet)	Minimum Lot Frontage (feet)	Minimum Yard Setbacks			Maximum Building Height		Maximum Lot Coverage	FAR
			Front (feet)	Rear (feet)	Side (feet)	Feet	Stories		
Gateway Medical Services	10,000	50	20 ¹	10	20	38	3	80%	-

NOTES:

¹See also setbacks in Subsection C (1) below.

(1) Setbacks. Front yard landscape setback on Route 28 is 60 feet. For lots with less than 10,000 square feet of lot area, front yard landscape setback on Route 28 shall be 10 feet.

(2) Site access/curb cuts.

- (a) Driveways on Route 28 shall be minimized. Access shall not be located on Route 28 where safe vehicular and pedestrian access can be provided on an alternative roadway, or via a shared driveway, or via a driveway interconnection.
- (b) Applicants seeking a new curb cut on Route 28 shall consult the Town Director of Public Works regarding access prior to seeking an Application for a Permit to Access a State Highway from the Massachusetts Department of Transportation, and work with the Town and other authorizing agencies such as MassDOT on a site access plan prior to site plan approval. The applicant shall provide proof of consultation with the listed entities and other necessary parties.
- (c) All driveways and changes to driveways shall:
 - [1] Provide the minimum number of driveways for the size and type of land use proposed.
 - [2] Provide shared access with adjacent development where feasible.
 - [3] Provide a driveway interconnection between adjacent parcels to avoid short trips and conflicts on the main road where feasible.
- (d) Parking at the front of the lot is strongly discouraged. When parking is allowed on the front of the lot, where feasible, it shall be limited to a single row of vehicles and associated turning space. To the extent feasible, existing parking located on the front of the lot shall be removed and relocated to the rear and/or side of buildings, consistent with this section.
- (e) The SPGA may provide relief from required parking where the applicant:
 - [1] Permanently eliminates and/or significantly reduces the width of existing curb cuts in a manner that improves the through flow of traffic on Route 28; and/or
 - [2] Provides an agreement for one or more driveway interconnections that will alleviate traffic on Route 28.
 - [3] Availability of shared parking

D. Site development standards. Site development standards set forth in § 240-24.1.10 shall apply.

(1) Landscaping for multifamily housing. A perimeter green space of not less than 10 feet in width shall be provided, such space to be planted and maintained as green area and to be broken only in a front yard by a driveway and/or entry walk.

SPONSOR: Eric R. Steinhilber, Town Council President, Precinct 2

DATE ACTION TAKEN

2/16/17 Refer to Planning Board

3/27/17 Planning Board unanimously voted in favor of this motion

- Read Item
- Motion to Open Public Hearing
- Rationale
- Public Hearing
- Close Public Hearing
- Council Discussion
- Move/Vote

BARNSTABLE TOWN COUNCIL

ITEM# 2017-100
INTRO: 02/16/17, 04/27/17

SUMMARY

TO: Town Council
THROUGH: Mark S. Ell, Town Manager
FROM: Elizabeth Jenkins, AICP, Growth Management Director
DATE: February 16, 2017
SUBJECT: Gateway Medical District

SUMMARY: Members of the Barnstable Economic Development Commission (BEDC) met with some property owners within the existing Medical Services District (MSD) in response to their complaints about property vacancies. These property owners host businesses and own buildings located along the Iyannough Road/Route 28 portion of the MSD. Some property owners expressed their frustration that the MSD, adopted with the Growth Incentive Zone rezoning, eliminated established uses in the effort to establish medical related uses in this area.

The BEDC and the property owners agree that medical uses could be an economic benefit and could help improve the area, but such medical uses have not been widely attracted to this area in the ten years that have passed since the zoning change. These owners now request that zoning be revised as shown in this item Gateway Medical District. The majority of the Medical Services District is not affected by this amendment.

ANALYSIS: The Gateway Medical District as proposed streamlines the special permit process, encourages mixed use and multifamily housing, and restores restaurant and business and professional offices uses – in which medical could also be located.

The District, as shown on the map, includes parcels in the area of Iyannough Road/Rte. 28 located between Yarmouth Road and the Barnstable/Yarmouth Town Line.

FISCAL IMPACT: The requested zoning change should make the properties in this new zoning district more economically viable and enhance their value ultimately resulting in more tax revenue to the Town.

STAFF ASSISTANCE: Elizabeth Jenkins, AICP, Growth Management Department Director
Henry Farnham and Thomas Geiler, Members of the Barnstable Economic Development Commission

A. OLD BUSINESS (Public Hearing) (Roll call)

BARNSTABLE TOWN COUNCIL

ITEM# 2017-102

INTRO: 03/02/17, 04/27/17

2017-102 AMENDMENT OF THE ZONING ORDINANCE AND MAP OF THE TOWN OF BARNSTABLE MASSACHUSETTS TO AMEND AND EXPAND THE MARINE BUSINESS A-1 DISTRICT TO INCLUDE PARCELS 093/024, 093/025 AND 093/028

ORDERED: That Code of the Town of Barnstable, Part I General Ordinances, Chapter 240 Zoning be amended as follows:

SECTION 1

By amending Article II, Section 6, The Zoning Map of the Town of Barnstable Massachusetts is hereby amended to rezone property from the Residence C Zoning District to the Marine Business A-1 Zoning District as shown on maps entitled;

- Proposed Amendment to the Town Zoning Map expanding the MB-A1 District in Osterville – Index Map and
- Proposed Amendment to the Osterville Zoning Map expanding the MB-A1 District in Osterville – Sheet 5 of 7 and

Dated February 24, 2017 as prepared by the Town of Barnstable GIS (Geographical Information System) Unit.

SECTION 2

By amending Article III, Section 240-23 MB-A1, MB-A2, and MB-B Business Districts, subsection (A)(1) Principal Permitted uses to include:

- (7) Craft boat building, including the berthing, sale, rental, storage and repair of boats, including the storage of boats on racks within the MB-A1 and MB-A2 Business Districts, subject to the provisions of subsection A(6), and the installation and maintenance of docks, piers, ramps, floats, and moorings.

SECTION 3

By amending Article III, Section 240-23 MB-A1, MB-A2, and MB-B Business Districts, subsection (G) Bulk Regulations, “NOTE” to include a 50 foot side/rear yard landscape setback requirement from residential lot lines as follows:

NOTE: Front yard landscaped setback from the road lot line:

MB-A1 and MB-A2 Business District: 10 feet.

MB-B Business district: 10 feet.

Side/Rear yard landscaped setback from residential lot lines:

MB-A1 Business District: 50 feet.

Existing trees and shrubs shall be retained within the road right-of-way and within the required landscaped setbacks and supplemented with other landscape materials, in accordance with accepted

landscape practices. Where natural vegetation cannot be retained, the landscaped setback shall be landscaped with a combination of grasses, trees and shrubs commonly found on Cape Cod. A minimum of one street tree with a minimum caliper of three inches shall be provided per 30 feet of road frontage distributed throughout the front yard setback area. No plantings shall obscure site at entrance and exit drives and road intersections. All landscape areas shall be continuously maintained, substantially in accordance with any site plan approved pursuant to Article IX herein.

SPONSOR: James H. Crocker, Jr., Vice President Precinct 5

DATE	ACTION TAKEN
<u>03/02/17</u>	<u>Refer to Planning Board</u>
<u>03/27/17</u>	<u>Planning Board unanimously approved this motion</u>

- Read Item
- Motion to Open Public Hearing
- Rationale
- Public Hearing
- Close Public Hearing
- Council Discussion
- Move/Vote

BARNSTABLE TOWN COUNCIL

ITEM# 2017-102

INTRO: 03/02/17, 04/27/17

SUMMARY

TO: Town Council
THROUGH: Mark S. Ells, Town Manager
FROM: Elizabeth Jenkins, Director, Growth Management Department
DATE: March 02, 2017
SUBJECT: Zoning Amendment to amend and expand the Marine Business A-1 District to include
Parcels 093/024, 093/025, and 093/028

BACKGROUND: The Marine Business A-1 District supports established marine uses around the North Bay Channel in Osterville. Marine-centered uses, including craft boat building, continue to be a strong and growing component of our “blue economy”.

ANALYSIS The proposed amendment will allow craft boat building in the Marine Business A-1 District as an independent land use, as well as in conjunction with a commercial marina. The amendment also requires a 50 foot landscape buffer between residential lot lines and new marine uses. Three parcels will be added to the MB-A1 District with this amendment.

STAFF ASSISTANCE: Ruth Weil, Town Attorney

A. OLD BUSINESS (Public hearing) (Roll call)

BARNSTABLE TOWN COUNCIL

ITEM# 2017-108
INTRO: 03/23/17, 04/27/17

2017-108 AMENDING CHAPTER 240 OF THE ZONING ORDINANCE TO ESTABLISH A TEMPORARY MORATORIUM ON THE CULTIVATION, MANUFACTURE, SALE AND DISTRIBUTION OF RECREATIONAL MARIJUANA AND ASSOCIATED ACTIVITIES

SECTION 1.

WHEREAS, by vote at the State election on November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for recreational purposes. The law provided that it is effective on December 15, 2016 and the Cannabis Control Commission was required to issue regulations regarding implementation by September 15, 2017

WHEREAS, Chapter 351 of the Acts of 2016, approved by the Governor on December 30, 2016 and effective immediately as an emergency law, extended the time period for the issuance of regulations by six months until March 15, 2018 (Section 11 of Chapter 351 of the Acts of 2016)

WHEREAS, currently under the Town's Zoning Ordinance Recreational Marijuana Establishments and Marijuana Retailers are not permitted uses

WHEREAS, any regulations promulgated by the State Cannabis Control Commission are expected to provide guidance to municipalities in regulating Recreational Marijuana Establishments and Marijuana Retailers

WHEREAS, the regulation of Recreational Marijuana Establishments and Marijuana Retailers raises novel and complex legal, planning and public safety issues and the Town needs time to study and consider the regulation of Recreational Marijuana Establishments and Marijuana Retailers

WHEREAS, the Town needs adequate time to address the novel and complex issues associated with the regulation of Recreational Marijuana Establishments and Marijuana Retailers, as well as to address the potential impact of the state regulations on local zoning and to undertake a planning process to consider amending the Zoning Ordinance regarding the regulation of Recreational Marijuana Establishments and Marijuana Retailers and other uses related to the regulation of recreational marijuana

WHEREAS, the Town intends adopt a temporary moratorium on the use of land and structures in the Town for Recreational Marijuana Establishments and Marijuana Retailers so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to adopt provisions of the Zoning Ordinance in a manner consistent with sound land use planning goals and objectives.

SECTION 2.

That Chapter 240, Article XIII of the Zoning Ordinance is hereby amended by adding a new §240-129.1 as follows:

§240-129.1 Temporary Moratorium on Recreational Marijuana Establishments and Marijuana Retailers and Associated Activities.

A. Definitions.

As used in this §240-129.1, the following terms shall have the meaning indicated:

“Marijuana accessories” Equipment, products, devices or materials of any kind that are intended or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, ingesting, inhaling or otherwise introducing marijuana into the human body

“Marijuana cultivator” An entity licensed to cultivate, process and package marijuana, to deliver marijuana to marijuana establishments and to transfer marijuana to other marijuana establishments, but not to consumers

“Marijuana establishment” A marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business

“Marijuana Manufacturing” To compound, blend, extract, infuse or otherwise make or prepare a marijuana product.

“Marijuana products” Products that have been manufactured and contain marijuana or an extract from marijuana, including concentrated forms of marijuana and products composed of marijuana and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils and tinctures

“Marijuana product manufacturer” An entity licensed to obtain, manufacture, process and package marijuana and marijuana products, to deliver marijuana and marijuana products to marijuana establishments and to transfer marijuana and marijuana products to other marijuana establishments, but not to consumers

“Marijuana testing facility” An entity licensed to test marijuana and marijuana products, including certification for potency and the presence of contaminants

“Recreational Marijuana retailer” An entity licensed to purchase and deliver marijuana and marijuana products from marijuana establishments and to deliver, sell or otherwise transfer marijuana and marijuana products to marijuana establishments and to consumers

- B. No building permit, special permit, variance, site plan approval decision or other permit may be issued under this zoning ordinance for Recreational Marijuana Establishments and Marijuana Retailers or associated activities as those terms are defined herein.
- C. The moratorium shall be in effect through and including June 30, 2018.
- D. During the moratorium period, the Town shall undertake a planning process to address the complex and novel planning, legal and public safety issues related to the Recreational Marijuana Establishments and Marijuana Retailers, to consider the Cannabis Control Commission regulations regarding Recreational Marijuana Establishments and Marijuana Retailers and related uses, determine whether the Town shall restrict any, or all, licenses for Recreational Marijuana Establishments and Marijuana Retailers, determine whether the Town will prohibit on-site consumption at Recreational Marijuana Establishments and Marijuana Retailers and shall consider adopting new provisions of the Zoning Ordinance to address the direct and secondary impact and operation of Recreational Marijuana Establishments and Marijuana Retailers and related uses
- E. Applications for permits submitted after the first publication of the notice of the public hearing which results in the adoption of this moratorium but before its effective date shall be dealt with in due course until the effective date of this moratorium, and if a permit or other relief is granted prior to such effective date, it shall be subject to the effectiveness of this moratorium and shall be issued subject to any reliance thereon being at the peril of the recipient. During the effective period of this moratorium, any application shall be denied on the basis of this moratorium. In no event shall any permit or other relief applied for after the first publication of the notice of the public hearing create or result in any protections with respect to the land, its uses or structures upon it
- F. Unless extended, continued or modified by a subsequent action of Town Council, this section shall cease to be effective on July 1, 2018.
- G. Severability. The provisions of this ordinance are severable. If any provision, paragraph, sentence, or clause of this ordinance or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this ordinance

SPONSOR: John G. Flores, Councilor, Precinct 1

DATE	ACTION TAKEN
<u>03/23/17</u>	<u>Refer to Planning Board</u>

-
- Read Item
 - Motion to Open Public Hearing
 - Rationale
 - Public Hearing
 - Close Public Hearing
 - Council Discussion
 - Move/Vote

BARNSTABLE TOWN COUNCIL

ITEM# 2017-108
INTRO: 03/23/17, 04/27/17

SUMMARY

TO: Town Council
THROUGH: Mark S. Ells, Town Manager
FROM: Ruth Weil, Town Attorney
DATE: March 23, 2017
SUBJECT: Moratorium on Recreational Marijuana Establishments and Marijuana Retailers

RATIONALE: By vote at the State election on November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for recreational purposes. The law had provided that it is effective on December 15, 2016 and the Cannabis Control Commission was required to issue regulations regarding implementation by September 15, 2017. Thereafter, Chapter 351 of the Acts of 2016, approved by the Governor on December 30, 2016 and effective immediately as an emergency law, extended the time period for the issuance of regulations by six months until March 15, 2018. (Section 11 of Chapter 351 of the Acts of 2016)

The regulation of recreational marijuana establishments and marijuana retailers raises novel and complex public safety, health, planning and legal issues. This proposed moratorium allows the Town time to engage in a thoughtful planning process in a responsible and deliberate way, with the benefit of the regulations from the Cannabis Control Commission, which regulations, once promulgated, will provide guidance to municipalities regarding the implementation of the ballot question.

The proposed moratorium would be in effect until June 30, 2018, unless further extended.

STAFF ASSISTANCE: Ruth Weil, Town Attorney

A. OLD BUSINESS (Public Hearing) (2/3 vote)

BARNSTABLE TOWN COUNCIL

ITEM# 2017-111
INTRO: 04/06/17, 04/27/17

2017-111 APROPRIATION AND TRANSFER ORDER IN THE AMOUNT OF \$3,478,443 FROM THE EXCESS OVERLAY ACCOUNT IN THE GENERAL FUND TO THE CAPITAL TRUST FUND

ORDERED: That the Town Council hereby authorizes the appropriation and transfer of \$3,478,443 from the excess overlay account in the General Fund to the Capital Trust Fund

SPONSOR: Mark. S. Ells, Town Manager

DATE	ACTION TAKEN
<u>04/06/17</u>	<u>Refer to Public hearing 04/27/17</u>

- _____ Read Item
- _____ Motion to Open Public Hearing
- _____ Rationale
- _____ Public Hearing
- _____ Close Public Hearing
- _____ Council Discussion
- _____ Move/Vote

BARNSTABLE TOWN COUNCIL

ITEM# 2017-111
INTRO: 04/06/17, 04/27/17

SUMMARY

TO: Town Council
THROUGH: Mark S. Ells, Town Manager
FROM: Mark Milne, Director of Finance
DATE: March 28, 2017
SUBJECT: Appropriation and Transfer Order in the amount of **\$3,478,443** of Excess Overlay in the General Fund to the Capital Trust Fund

BACKGROUND: At the October 11, 2016 Board of Assessors meeting the board unanimously approved the release of **\$3,478,443** of excess overlay reserved for abatements and exemptions for the tax levy years of 2012 through 2016. Excess overlay released by the Board of Assessors may be appropriated for any lawful purpose by a community within the year it is released. If it is not appropriated then it will close to the General Fund at the end of the fiscal year and become part of the General Fund surplus

ANALYSIS: The Town's capital needs are many and the total requests received for the FY18 to FY22 Capital Improvement Plan exceed the projected available funding sources within the Capital Trust Fund for the General Fund portion of the capital plan. These funds will augment existing Capital Trust Fund balances allowing the town to expand the number of projects that can be funded in future years.

FISCAL IMPACT: It is projected that Capital Trust Fund will be able to finance between \$10 to \$11 million in capital improvements over the next 10 years with the infusion of these funds

TOWN MANAGER RECOMMENDATION: Mark S. Ells, Town Manager recommends approval of the transfer order

STAFF ASSISTANCE: Mark Milne, Director of Finance

Fiscal Year 2018 Operating Budget Appropriation Orders

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

ITEM# 2017-112
INTRO: 04/27/17

BARNSTABLE MUNICIPAL AIRPORT ENTERPRISE FUND

2017-112 APPROPRIATION ORDER IN THE AMOUNT \$6,508,537 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 AIRPORT ENTERPRISE FUND BUDGET
(Majority vote)

ORDERED: That the sum \$6,508,537 be appropriated for the purpose of funding the Town's Fiscal Year 2018 Airport Enterprise Fund budget, and to meet such appropriation that \$6,141,354 be raised from current year revenues by the Airport Enterprise Fund, and that \$367,183 be transferred from the Airport Enterprise Fund reserves, as presented to the Town Council by the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- ___ Read item
- ___ Motion to Open Public Hearing
- ___ Rationale
- ___ Public Hearing
- ___ Close Public Hearing
- ___ Council Discussion
- ___ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-113
INTRO: 04/27/17**

2017-113 APPROPRIATION ORDER IN THE AMOUNT \$65,216,084 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 BARNSTABLE PUBLIC SCHOOLS BUDGET (Majority Vote)

School Department

ORDERED: That the sum **\$65,216,084** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Barnstable Public Schools budget, and that to meet this appropriation that **\$64,985,778** be raised from current year revenues, and that **\$230,306** be transferred from the General Fund reserves, as presented to the Town Council by the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- ___ Read item
- ___ Motion to Open Public Hearing
- ___ Rationale
- ___ Public Hearing
- ___ Close Public Hearing
- ___ Council Discussion
- ___ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-114
INTRO: 04/27/17**

2017-114 APPROPRIATION ORDER IN THE AMOUNT OF \$13,835,845 FOR THE PURPOSE OF FUNDING THE TOWN'S FY 2018 BARNSTABLE POLICE DEPARTMENT BUDGET (Majority vote)

Police Department

ORDERED: That the sum of **\$13,835,845** to be appropriated for the purpose of funding the Town's Fiscal Year 2018 Barnstable Police Department budget; and to meet such appropriation that **\$13,785,845** be raised from current year revenues and that **\$50,000** be transferred from the Embarkation Fee Special Revenue Fund as presented to the Town Council by the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- ___ Read item
- ___ Motion to Open Public Hearing
- ___ Rationale
- ___ Public Hearing
- ___ Close Public Hearing
- ___ Council Discussion
- ___ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-115
INTRO: 04/27/17**

2017-115 APPROPRIATION ORDER IN THE AMOUNT OF \$899,336 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 PLANNING AND DEVELOPMENT DEPARTMENT BUDGET (Majority vote)

Planning and Development Department

ORDERED: That the sum of **\$899,336** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Planning and Development Department budget, and that to meet this appropriation that **\$899,336** be raised from current year revenues as presented to the Town Council by the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- _____ Read item
- _____ Motion to Open Public Hearing
- _____ Rationale
- _____ Public Hearing
- _____ Close Public Hearing
- _____ Council Discussion
- _____ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-116
INTRO: 04/27/17**

2017-116 APPROPRIATION ORDER IN THE AMOUNT OF \$3,555,185 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 COMMUNITY SERVICES DEPARTMENT GENERAL FUND BUDGET (Majority Vote)

Community Services Department General Fund Budget

ORDERED: That the sum of **\$3,555,185** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Community Services Department General Fund budget, and to meet such appropriation, that **\$3,267,185** be raised from current year revenue and that **\$288,000** be transferred from the Waterways Special Revenue Fund as presented to the Town Council by the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- ___ Read item
- ___ Motion to Open Public Hearing
- ___ Rationale
- ___ Public Hearing
- ___ Close Public Hearing
- ___ Council Discussion
- ___ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-117
INTRO: 04/27/17**

2017-117 APPROPRIATION ORDER IN THE AMOUNT OF \$3,554,772 TO BE APPROPRIATED FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 GOLF COURSE ENTERPRISE FUND BUDGET (Majority Vote)

Community Services Department Golf Course Enterprise Fund

ORDERED: That the sum of **\$3,554,772** to be appropriated for the purpose of funding the Town's Fiscal Year 2018 Golf Course Enterprise Fund budget; and to meet such appropriation that **\$3,314,680** be raised from enterprise fund revenues, and that **\$175,217** be raised from the General Fund, and that **\$64,875** be transferred from the Golf Course Enterprise Fund reserves, as presented to the Town Council by the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- ___ Read item
- ___ Motion to Open Public Hearing
- ___ Rationale
- ___ Public Hearing
- ___ Close Public Hearing
- ___ Council Discussion
- ___ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-118
INTRO: 04/27/17**

2017-118 APPROPRIATION ORDER IN THE AMOUNT OF \$3,379,599 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 HYANNIS YOUTH AND COMMUNITY CENTER ENTERPRISE FUND BUDGET (2/3 Vote – Capital Trust Fund is being used as a funding source)

Community Services Department Hyannis Youth and Community Center Enterprise Fund

ORDERED: That the sum of **\$3,379,599** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Hyannis Youth and Community Center Enterprise Fund budget; and to meet such appropriation that **\$1,183,000** be raised from enterprise fund revenues, and that **\$971,263** be raised from the general fund, and that **\$1,170,336** be transferred from the Capital Trust Fund, and that **\$55,000** be transferred from the Hyannis Youth and Community Center Enterprise Fund reserves, as presented to the Town Council by the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- _____ Read item
- _____ Motion to Open Public Hearing
- _____ Rationale
- _____ Public Hearing
- _____ Close Public Hearing
- _____ Council Discussion
- _____ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-119
INTRO: 04/27/17**

**2017-119 APPROPRIATION ORDER IN THE AMOUNT OF \$839,067 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 MARINA ENTERPRISE FUND BUDGET
(2/3 Vote – Capital Trust Fund is being used as a funding source)**

Community Services Department Marina Enterprise Fund

ORDERED: That the sum of **\$839,067** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Marina Enterprise Fund budget; and to meet such appropriation that **\$721,700** be raised from enterprise fund revenues, and that **\$58,831** be transferred from the Capital Trust Fund, and that **\$30,000** be transferred from the Bismore Park Special Revenue Fund, and that **\$28,536** be transferred from the Marina Enterprise Fund reserves, as presented to the Town Council by the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- _____ Read item
- _____ Motion to Open Public Hearing
- _____ Rationale
- _____ Public Hearing
- _____ Close Public Hearing
- _____ Council Discussion
- _____ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-120
INTRO: 04/27/17**

2017-120 APPROPRIATION ORDER IN THE AMOUNT OF \$1,018,462 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 SANDY NECK PARK ENTERPRISE FUND BUDGET (Majority vote)

Community Services Department Sandy Neck Park Enterprise Fund

ORDERED: That the sum of **\$1,018,462** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Sandy Neck Park Enterprise Fund budget; and to meet such appropriation that **\$968,462** be raised from enterprise fund revenues, and that **\$50,000** be transferred from the Sandy Neck Enterprise Fund reserves, as presented to the Town Council by the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- _____ Read item
- _____ Motion to Open Public Hearing
- _____ Rationale
- _____ Public Hearing
- _____ Close Public Hearing
- _____ Council Discussion
- _____ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-121
INTRO: 04/27/17**

2017-121 APPROPRIATION ORDER IN THE AMOUNT OF \$811,627 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 CABLE TELEVISION PUBLIC EDUCATIONAL & GOVERNMENTAL ACCESS ENTERPRISE FUND BUDGET (Majority Vote)

Community Services Department Cable Television Public, Educational & Governmental Access Enterprise Fund

ORDERED: That the sum of **\$811,627** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Cable Television Public Educational & Governmental Access Enterprise Fund budget; and to meet such appropriation that **\$795,000** be raised from enterprise fund revenues, and that **\$16,627** be transferred from the Cable Television Public, Educational & Governmental Access Enterprise Fund reserves, as presented to the Town Council by the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- _____ Read item
- _____ Motion to Open Public Hearing
- _____ Rationale
- _____ Public Hearing
- _____ Close Public Hearing
- _____ Council Discussion
- _____ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-122
INTRO: 04/27/17**

2017-122 APPROPRIATION ORDER IN THE AMOUNT OF \$2,037,938 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 REGULATORY SERVICES DEPARTMENT BUDGET (Majority Vote)

Regulatory Services Department

ORDERED: That the sum of **\$2,037,938** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Regulatory Services Department budget, and to meet such appropriation, that **\$1,826,838** be raised from current year revenue, and that **\$45,000** be transferred from the Wetlands Protection Special Revenue Fund, and that **\$166,100** be transferred from the Bismore Park Special Revenue Fund, as presented to the Town Council by the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- ___ Read item
- ___ Motion to Open Public Hearing
- ___ Rationale
- ___ Public Hearing
- ___ Close Public Hearing
- ___ Council Discussion
- ___ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-123
INTRO: 04/27/17**

2017-123 APPROPRIATION ORDER IN THE AMOUNT OF \$1,033,467 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 BUILDING SERVICES DEPARTMENT BUDGET (Majority vote)

Building Services Department

ORDERED: That the sum of **\$1,033,467** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Building Services Department budget, and to meet such appropriation, that **\$1,033,467** be raised from current year revenue as presented to the Town Council by the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- _____ Read item
- _____ Motion to Open Public Hearing
- _____ Rationale
- _____ Public Hearing
- _____ Close Public Hearing
- _____ Council Discussion
- _____ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-124
INTRO: 04/27/17**

2017-124 APPROPRIATION ORDER IN THE AMOUNT OF \$9,437,141 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 DEPARTMENT OF PUBLIC WORKS GENERAL FUND BUDGET (Majority Vote)

Department of Public Works General Fund Budget

ORDERED: That the sum of **\$9,437,141** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Department of Public Works General Fund budget, and to meet such appropriation, that **\$9,366,571** be raised from current year revenue, **\$45,570** be transferred from the Embarkation Fee Special Revenue Fund and **\$25,000** be transferred from the Bismore Park Special Revenue Fund, as presented to the Town Council by the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- ___ Read item
- ___ Motion to Open Public Hearing
- ___ Rationale
- ___ Public Hearing
- ___ Close Public Hearing
- ___ Council Discussion
- ___ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-125
INTRO: 04/27/17**

2017-125 APPROPRIATION ORDER IN THE AMOUNT OF \$3,428,020 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 DEPARTMENT OF PUBLIC WORKS SOLID WASTE ENTERPRISE FUND BUDGET (Majority Vote)

Department of Public Works Solid Waste Enterprise Fund

ORDERED: That the sum of **\$3,428,020** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Department of Public Works Solid Waste Enterprise Fund budget, and to meet such appropriation that **\$2,979,500** be raised from the enterprise fund revenues, and that **\$448,520** be transferred from the Solid Waste Enterprise Fund reserves, as presented to the Town Council by the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- ____ Read item
- ____ Motion to Open Public Hearing
- ____ Rationale
- ____ Public Hearing
- ____ Close Public Hearing
- ____ Council Discussion
- ____ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-126
INTRO: 04/27/17**

2017-126 APPROPRIATION ORDER IN THE AMOUNT OF \$4,601,261 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 DEPARTMENT OF PUBLIC WORKS WATER POLLUTION CONTROL ENTERPRISE FUND BUDGET(Majority Vote)

Department of Public Works Solid Waste Enterprise Fund

ORDERED: That the sum of **\$4,601,261** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Department of Public Works Water Pollution Control Enterprise Fund budget, and to meet such appropriation that **\$4,601,261** be raised from the enterprise fund revenues, as presented to the Town Council by the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- ___ Read item
- ___ Motion to Open Public Hearing
- ___ Rationale
- ___ Public Hearing
- ___ Close Public Hearing
- ___ Council Discussion
- ___ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-127
INTRO: 04/27/17**

2017-127 APPROPRIATION ORDER IN THE AMOUNT OF \$6,789,486 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 DEPARTMENT OF PUBLIC WORKS WATER SUPPLY ENTERPRISE FUND BUDGET

ORDERED: That the sum of **\$6,789,486** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Department of Public Works Water Supply Enterprise Fund budget, and to meet such appropriation that **\$5,578,000** be raised from the enterprise fund revenues, and that **\$1,211,486** be transferred from the Water enterprise Fund reserves, as presented to the Town Council by the Town Manager.

(Majority Vote)

Department of Public Works Water Supply Enterprise Fund

DATE	ACTION TAKEN
_____	_____
_____	_____

- _____ Read item
- _____ Motion to Open Public Hearing
- _____ Rationale
- _____ Public Hearing
- _____ Close Public Hearing
- _____ Council Discussion
- _____ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-128
INTRO: 04/27/17**

2017-128 APPROPRIATION ORDER IN THE AMOUNT OF \$267,685 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 TOWN COUNCIL BUDGET (Majority Vote)

Town Council Department

ORDERED: That the sum of \$267,685 be raised and appropriated for the purpose of funding the Town's Fiscal Year 2018 Town Council budget as presented to the Town Council by the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- ___ Read item
- ___ Motion to Open Public Hearing
- ___ Rationale
- ___ Public Hearing
- ___ Close Public Hearing
- ___ Council Discussion
- ___ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-129
INTRO: 04/27/17**

**2017-129 APPROPRIATION ORDER IN THE AMOUNT OF \$495,537 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 TOWN MANAGER BUDGET
(Majority vote)**

Town Manager Department

ORDERED: That the sum of **\$495,537** be raised and appropriated for the purpose of funding the Town's Fiscal Year 2018 Town Manager budget as presented to the Town Council by the Town Manager

DATE	ACTION TAKEN
_____	_____
_____	_____

- ___ Read item
- ___ Motion to Open Public Hearing
- ___ Rationale
- ___ Public Hearing
- ___ Close Public Hearing
- ___ Council Discussion
- ___ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-130
INTRO: 04/27/17**

**2017-130 APPROPRIATION ORDER IN THE AMOUNT OF \$5,997,073 FOR THE
PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018
ADMINISTRATIVE SERVICES DEPARTMENT BUDGET**

ORDERED: That the sum of **\$5,997,073** be raised and appropriated for the purpose of funding the Town's Fiscal Year 2018 Administrative Services Department budget as presented to the Town Council by the Town Manager

DATE	ACTION TAKEN
_____	_____
_____	_____

- _____ Read item
- _____ Motion to Open Public Hearing
- _____ Rationale
- _____ Public Hearing
- _____ Close Public Hearing
- _____ Council Discussion
- _____ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-131
INTRO: 04/27/17**

**2017-131 APPROPRIATION ORDER IN THE AMOUNT OF \$21,473,175 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 EMPLOYEE BENEFITS BUDGET
(Majority Vote)**

Employee Benefits

ORDERED: That the sum of **\$21,473,175** be appropriated for the purpose of funding the Town's Fiscal Year 2018 Employee Benefits budget, and to meet such appropriation, that **\$20,388,175** be raised from current year revenue, that **\$260,000** be transferred from the Pension Reserve Trust Fund, and that **\$825,000** be transferred from the general fund reserves, as presented to the Town Council by the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- ___ Read item
- ___ Motion to Open Public Hearing
- ___ Rationale
- ___ Public Hearing
- ___ Close Public Hearing
- ___ Council Discussion
- ___ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-132
INTRO: 04/27/17**

2017-132 APPROPRIATION ORDER IN THE AMOUNT OF \$9,500,634 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 GENERAL FUND DEBT SERVICE BUDGET

Debt Service

ORDERED: That the sum of **\$9,500,634** be appropriated for the purpose of funding the Town's Fiscal Year 2018 General Fund Debt Service budget, and to meet such appropriation, that **\$9,388,451** be raised from current year revenue, and that **\$59,283** be transferred from the Embarkation Fee Special Revenue Fund, and that **\$52,900** be transferred from the Bismore Park Special Revenue Fund, as presented to the Town Council by the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- _____ Read item
- _____ Motion to Open Public Hearing
- _____ Rationale
- _____ Public Hearing
- _____ Close Public Hearing
- _____ Council Discussion
- _____ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-133
INTRO: 04/27/17**

2017-133 APPROPRIATION ORDER IN THE AMOUNT OF \$1,954,210 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 LIBRARY AND TOURISM GRANT BUDGETS (Majority Vote)

Grants

ORDERED: That the sum of **\$1,954,210** be raised and appropriated for the purpose of funding the Town's Fiscal Year 2018 Library and Tourism Grant budgets as presented to the Town Council by the Town Manager

DATE	ACTION TAKEN
_____	_____
_____	_____

- ___ Read item
- ___ Motion to Open Public Hearing
- ___ Rationale
- ___ Public Hearing
- ___ Close Public Hearing
- ___ Council Discussion
- ___ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-134
INTRO: 04/27/17**

2017-134 APPROPRIATION ORDER IN THE AMOUNT OF \$10,412,239 FOR THE PURPOSE OF FUNDING THE TOWN'S FISCAL YEAR 2018 INSURANCE, ASSESSMENTS, TRANSFERS AND OTHER FIXED COSTS BUDGETS (Majority Vote)

Insurance, Assessments, Transfers and Other Fixed Costs

ORDERED: That the sum of **\$10,412,239** be raised and appropriated for the purpose of funding the Town's Fiscal Year 2018 Insurance, Assessments, Transfers and Other Fixed Costs budgets as presented to the Town Council by the Town Manager, and that the following sums be transferred from the Town's enterprise funds for the purpose of reimbursing administrative, employee benefit and insurance costs budgeted within the General Fund:

Water Pollution Control	\$489,251
Solid Waste	\$338,497
Water Supply	\$150,579
Airport	\$739,998
Golf Course	\$454,820
Marinas	\$71,543
Sandy Neck	\$100,873
HYCC	\$334,091
PEG	\$90,872

And further, that the sum of **\$1,500,000** be transferred from the General Fund reserves all for the purpose of funding the Town's Fiscal Year 2017 General Fund budget as presented to the Town Council by the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- ___ Read item
- ___ Motion to Open Public Hearing
- ___ Rationale
- ___ Public Hearing
- ___ Close Public Hearing
- ___ Council Discussion
- ___ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-135
INTRO: 04/27/17**

**2017-135 APPROPRIATION ORDER IN THE AMOUNT OF \$393,521 FOR OPEN SPACE AND RECREATION; \$393,521 FOR HISTORIC RESOURCES; \$393,521 FOR COMMUNITY HOUSING; \$508,604 FOR A BUDGET RESERVE, AND THAT THE SUM OF \$150,000 BE APPROPRIATED FROM THE ANNUAL REVENUES OF THE COMMUNITY PRESERVATION FUND FOR THE ADMINISTRATIVE EXPENSES THE COMMUNITY PRESERVATION COMMITTEE
(Majority vote)**

Community Preservation Fund Administration Expenses and Fiscal Year 2018 Program Set-Asides

ORDERED: That, pursuant to the provisions of G. L. c. 44B § 6, for the Fiscal Year beginning July 1, 2017, the following sums of the annual revenues of the Community Preservation Fund be set aside for further appropriation and expenditure for the following purposes: **\$393,521** for open space and recreation; **\$393,521** for historic resources; **\$393,521** for community housing; **\$508,604** for a budget reserve, and that the sum of **\$150,000** be appropriated from the annual revenues of the Community Preservation Fund for the administrative expenses the Community Preservation Committee, to be expended under the direction of the Town Manager, or the Community Preservation Committee with the prior approval of the Town Manager.

DATE	ACTION TAKEN
_____	_____
_____	_____

- _____ Read item
- _____ Motion to Open Public Hearing
- _____ Rationale
- _____ Public Hearing
- _____ Close Public Hearing
- _____ Council Discussion
- _____ Move/Vote

B. NEW BUSINESS (Refer to Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-136
INTRO: 04/27/17**

2017-136 APPROPRIATION ORDER IN THE AMOUNTS OF \$2,191,188 FOR THE PURPOSE OF PAYING THE FISCAL YEAR 2018 COMMUNITY PRESERVATION FUND DEBT SERVICE REQUIREMENTS (Majority vote)

ORDERED: That the Town Council hereby appropriate **\$2,191,188** for the purpose of paying the Fiscal Year 2018 Community Preservation Fund debt service requirements, and to meet such appropriation, that **\$2,096,044** be provided from current year revenues of the Community Preservation Fund and that **\$95,144** be provided from the reserve for the historic preservation program within the Community Preservation Fund.

DATE	ACTION TAKEN
_____	_____
_____	_____

- ___ Read item
- ___ Motion to Open Public Hearing
- ___ Rationale
- ___ Public Hearing
- ___ Close Public Hearing
- ___ Council Discussion
- ___ Move/Vote

B. NEW BUSINESS (Refer To Public Hearing 05/18/17)

BARNSTABLE TOWN COUNCIL

**ITEM# 2017-137
INTRO: 04/27/17**

**2017-137 GENERAL ORDINANCE AMENDMENT ESTABLISHING ENTERPRISE FUND
FOR THE PUBLIC, EDUCATION AND GOVERNMENT (PEG) ACCESS
CHANNELS**

ORDERED, that §86-6 of the General Ordinances is hereby amended by inserting at the end thereof the following new paragraph:

“I. The Department of Community Services Public, Education & Government (PEG) Access Channels, as an enterprise thereunder.”

SPONSOR: Town Manager Mark S. Ells

BARNSTABLE TOWN COUNCIL

ITEM# 2017-137
INTRO: 04/27/17

SUMMARY

TO: Town Council
FROM: Mark S. Ells
DATE: April 27, 2017
SUBJECT: Ordinance Amendment Establishing Enterprise Fund for the Public, Education and Government (PEG) Access Channels

RATIONALE: An Enterprise Fund is a separate fund established to account for operations (a) that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. It is the town's intent that the PEG operations be self-sufficient, and that the existing cable license revenue is adequate to cover all operating and capital costs.

Massachusetts general finance law, Chapter 44; § 53F ½ allows communities to establish enterprise funds for a utility, health care, recreational or transportation facility. Cities and towns may now designate cable PEG access operations or services as an enterprise and separately account for all franchise fees and other revenues derived from enterprise activities in the same manner as other enterprise funds. Alternatively, cities and towns may reserve the franchise fees and other cable related revenues for appropriation to support PEG access services, monitor compliance with the franchise agreement or prepare for license renewal by accepting G.L. c. 44, § 53F¾ and establishing a PEG Access and Cable Related Fund. Either way, these funds cannot be expended without Town council appropriation starting with fiscal year 2018.

As part of the Fiscal Year 2018 budget proposal; the town is proposing to create a new enterprise fund for the PEG operations as it currently operates several enterprise funds. The fiscal year 2018 budget proposal will provide the estimated operating costs and associated revenue.

STAFF ASSISTANCE: Mark Milne, Director, Finance

B. NEW BUSINESS (First Reading)

BARNSTABLE TOWN COUNCIL

**ITEM # 2017-138
INTRO: 04/27/17**

2017-138 APPOINTMENTS TO A BOARD/COMMITTEE/COMMISSION

RESOLVED: That the Town Council appoints the following individuals to a multiple-member board/committee/commission:

Human Services Committee: Robin Gunderson, 160 Bay Road, Cotuit, as a representative member to a term expiring 6/30/20; **Renewable Energy Commission:** Gordon Starr, 85 Pilots Way West Barnstable, as a regular member to a term expiring 6/30/20; **Planning Board:** Fred Laselva, 38 Sea Street, Hyannis, as a regular member to a term expiring 6/30/20; **Housing Committee:** Hilda Haye, 22 Jacqueline Court, Centerville, as a regular member to a term expiring 6/30/20; **Economic Development Committee:** Britt Beedenbender, 415A Main Street, Centerville, as a regular member to a term expiring 6/30/19

SPONSOR: Appointments Committee

DATE	ACTION TAKEN
_____	_____
_____	_____

- ___ Read Item
- ___ Rationale
- ___ Council Discussion
- ___ Move/Vote

B. NEW BUSINESS (First reading)

BARNSTABLE TOWN COUNCIL

**ITEM # 2017-139
INTRO: 04/27/17**

2017-139 AN ORDER PROPOSING THAT THE TOWN COUNCIL PETITION THE GENERAL COURT FOR LEGISLATION PROVIDING FOR CERTAIN CHARTER AMENDMENTS

ORDERED that the Town Council submit a petition to the Great and General Court of the Commonwealth for a special act incorporating the following proposed amendments to the Charter of the Town of Barnstable:

“AN ACT AMENDING THE CHARTER OF THE CITY KNOWN AS THE TOWN OF BARNSTABLE”

Be it enacted by the Senate and House of Representatives in General Court assembled, and by authority of the same, as follows.

SECTION 1. Part II of the charter of the city known as the town of Barnstable adopted by the voters on April 11, 1989 and which is on file in the office of the archivist, as is provided in section 12 of chapter 43B of the General Laws, is hereby amended by inserting a new subsection Section 2-1 (d) as follows:

(d) Term Limits

No person elected to serve as a town councilor may serve more than three consecutive terms of office or twelve consecutive years, whichever is greater. When the term of office for which said person is elected would extend membership on the town council beyond twelve consecutive years if the member served the full term, the seat shall be deemed vacant at the time of the next scheduled biennial town election and the vacancy shall be filled at that regular election for the balance of the unexpired term; provided, however, the retiring councilor shall continue to serve until a successor is qualified.

SECTION 2. Part II of said charter is hereby further amended by striking out section 2-5 and inserting in place thereof the following section:

Section 2-5 Filling of Vacancies

If a vacancy occurs in the office of councilor during the first forty-four months of a term, it shall be filled by a precinct election. If a regular town election is scheduled to be held within 120 days, but more than fifty days, after the date vacancy occurs, it shall be filled at that regular election; otherwise, the council shall schedule a special election to be held as soon as is practical to fill the vacancy for the balance of the unexpired term. The provisions of the charter governing regular elections shall, so far as they are apt, apply to said special election.

SECTION 3. Part II of said charter is hereby further amended by striking out subsection 2-8(c) and inserting in place thereof the following subsection (c):

Section 2-8 (c) Charter Objection

(c) Charter Objection. Except for an emergency measure as defined in section 2-8(b), on the first occasion that the question on adoption of a measure is put to the town council, if a single member

objects to the taking of the vote, the vote shall be postponed until the next meeting of the town council whether regular or special. A charter objection shall have privilege over all motions but must be made at the call for a vote on the measure by the presiding officer and all debate shall cease. This procedure shall not be used more than once for any matter bearing a single docket number notwithstanding any amendment to the original matter.

SECTION 4. Part II of said charter is hereby further amended by striking out the following last sentence contained in Section 2-11: "No person elected to serve as a town councilor may serve more than three consecutive terms of office."

SECTION 5. Part III of said charter is hereby amended by striking out sections 3-1 to 3-7 inclusive and inserting in place thereof the following six sections:

Section 3-1. Elective Offices in General.

In addition to the town council, the offices to be filled by the voters shall be a school committee, a town clerk and a housing authority and such other regional authorities, districts, or committees as may be established by law or interlocal agreement.

Section 3-2. Eligibility.

Any voter shall be eligible to hold any elective town office provided that, no person shall simultaneously hold more than one elective town office.

Section 3-3. School Committee.

(a) Composition, Terms of Office. There shall be a school committee composed of five members elected by and from the voters at large.

(b) Term of Office. The terms of school committee members shall be four years beginning on the second Monday following election and continuing until a successor is qualified. Terms of office shall be so arranged that the terms of as nearly an equal number of members as is possible shall expire at each regular election.

[Amended by Town Council vote December 1993; approved by Act of Legislature May 31, 1994]

(c) Powers and Duties. The school committee shall have general charge and superintendence of the public schools of the town. The powers of the school committee shall include, but need not be limited to: appoint a superintendent of schools, and all other officers and employees associated with the school, fix their compensation, define their duties and discharge them; make all reasonable rules and regulations, consistent with law, for the administration and management of the public schools of the town. The school committee shall have all the powers and duties given to school committees by the laws of the Commonwealth, the charter, ordinance or other council vote.

Section 3-4. Town Clerk.

(a) Election. A town clerk shall be elected by and from the voters at large.

(b) Term of Office. The town clerk shall serve for a term of four years beginning on the second Monday following election and continuing until a successor is qualified.

[Amended by Town Council vote December 1993; approved by Act of Legislature May 31, 1994]

(c) Powers and Duties. The town clerk shall be the keeper of vital statistics of the town, the custodian of the town seal and of all records of the town, shall administer the oath of office to all town officers, shall issue licenses and permits as may be provided by law and shall be responsible for the conduct of elections and all matters relating thereto. The town clerk shall have the powers and duties provided that office by the laws of the Commonwealth, the charter, ordinance or other council vote.

(d) Clerk of the Council. Unless otherwise provided by the town council the town clerk shall be the clerk of the council and shall give notice of all meetings of the town council to its members and to the public,

keep a record of its proceedings and perform such duties as may be assigned by the charter, by ordinance, or by other council vote.

Section 3-5. Housing Authority.

(a) Composition, Election. There shall be a housing authority composed of five members. Four members shall be elected by and from the voters at large and the fifth member shall be appointed by the Secretary of Communities and Development of the Commonwealth.

(b) Term of Office. The terms of the housing authority members shall be four years beginning on the second Monday following election and continuing until their successors are qualified. Terms of office shall be so arranged that the terms of two members shall expire at each regular town election.

(c) Powers and Duties. The housing authority shall make studies of the housing needs of the town and shall provide programs for housing. The authority shall have all the powers and duties given to housing authorities under the laws of the Commonwealth.

Section 3-6. Filling Vacancies.

If a vacancy occurs in the office of town clerk whether by failure to elect or otherwise, the town council shall, within thirty days following the date such vacancy is declared to exist, act to fill the said vacancy. The town council shall choose from among the voters, a person to serve for the balance of the unexpired term. Any person so chosen shall be sworn and commence to serve forthwith.

If a vacancy occurs in the membership of the school committee or housing authority whether by failure to elect or otherwise, the president of the town council shall, within thirty days following the date such vacancy is declared to exist, call a joint meeting of the town council and the remaining membership of whichever agency in which a vacancy is declared to exist, to act to fill the said vacancy. At any such joint meeting a majority of those present and voting shall choose from among the voters, a person to serve for the balance of the unexpired term. Any person so chosen shall be sworn and commence to serve forthwith. Participants in such joint meeting to fill a vacancy in the school committee or housing authority shall give consideration to whichever of the defeated candidates for the seat in which the vacancy is declared to exist who received the highest number of votes at the last regular town election immediately preceding the date the vacancy is declared to exist.

SECTION 6. Part VI of said charter is hereby amended by striking out the word “ten” in Section 6-6 and inserting in place thereof the word “five”.

SECTION 7. Part VII of said charter is hereby amended by striking out sections 7-1 to 7-5 inclusive and inserting in place thereof the following four sections:

Section 7-1 Town Elections

The regular town election shall be held on the first Tuesday following the first Monday in November of each odd-numbered year.

Section 7-2 Regular Election

(a) Signature Requirements

The number of signatures of voters required to place the name of a candidate on the official ballot to be used at an election shall be as follows: For an office which is to be filled by vote of the whole town, not less than one hundred and fifty. For an office which is elected by the voters in a precinct, not less than fifty signatures from said precinct.

(b) Information to Voters

If the candidate in a regular town election is an incumbent of the office to which he seeks election, against his name shall appear the phrase "candidate for re-election."

(c) Ballot Position

The order in which names of candidates appear on the ballot for each office in a regular town election shall be determined by a drawing by lot conducted by the town clerk in the presence of such candidates or their representatives as may choose to attend.

Section 7-3 Precincts

The territory of the town shall be divided into precincts so established as to consist of as nearly equal a number of inhabitants as it is possible in compact and contiguous territory; bounded insofar as possible by the center line of known streets or ways or by other well defined limits.

Section 7-4 Application of State Laws

Except as expressly provided in the charter and authorized by statute, all town elections shall be governed by the laws of the commonwealth relating to the right to vote, the registration of voters, the nomination of candidates, the conduct of preliminary and regular elections, the submission of charter amendments and other propositions, the counting of votes and the declaration of results.

SECTION 8. Part IX of said charter is hereby amended by inserting under Section 9-4 the following definition:

MEASURE:--The word "measure" shall mean matters to come before the town council which are inherently legislative in nature, including, without limitation, ordinances, charter amendments, appropriations, loan orders, lease approvals, contract approvals and eminent domain authorizations. "Measure" shall not encompass any matter which is executive, administrative or ministerial, or quasi-judicial in nature, including, without limitation, appointments, resolutions, proclamations, tax classification votes and petitions to the General Court.

SECTION 9. Part X of the charter is hereby amended by striking out Section 10-7(b) and inserting in place thereof the following:

The incumbent in the office of tax collector shall continue to serve in said office until the completion of the current elected term.

SECTION 10. Part X of said charter is hereby further amended by inserting under Section 10-7(k)(1) the words "a town collector."

SECTION 11. The town clerk for the town of Barnstable shall cause the following question to be placed on the official ballot to be used in the town of Barnstable at the biennial town election to be held on November 7, 2017: Shall an act entitled "An Act amending the charter of the town of Barnstable" be accepted?

The town attorney shall prepare a summary of the proposed special act to amend the charter which shall appear on the ballot along with the question provided in this section.

If a majority of votes cast to the question is in the affirmative, the town of Barnstable shall be taken to have accepted the amendments to the charter of the town of Barnstable, but not otherwise.

SECTION 12. This act shall take effect upon its passage.

BARNSTABLE TOWN COUNCIL

SUMMARY

TO: Town Council
THROUGH: Mark S. Ells, Town Manager
FROM: Jennifer Cullum, Chair, Charter Review Subcommittee
DATE: April 13, 2017
SUBJECT: Order Proposing that the Town Council Petition the General Court for Legislation Providing for Certain Charter Amendments

BACKGROUND: Section 9-1 of the Charter states that “[t]he charter may be replaced, revised or amended in accordance with any procedure made available by Article LXXXIX of the Amendments to the Constitution of the Commonwealth and any laws of the Commonwealth enacted to implement said constitutional amendment.” The Charter Review Subcommittee was tasked with reviewing all areas of the existing charter. The Subcommittee, comprised of five councilors and two at-large members, met approximately 16 times. Included in the discussions were the Director of Finance, the Town Clerk and the Town Collector. An update was provided to the Town Council on November 19, 2015 and a workshop was conducted before the Town Council on August 11, 2016. At the workshop, the Town Council discussed possible additional changes, voted to accept the Subcommittee’s final report and referred the matter back to the Subcommittee to present an agenda item to the Town Council incorporating the proposed charter amendments in the form of a Special Act.

RATIONALE: Identifying potential charter changes was a collaborative effort with input from town staff, members of the public, elected officials and the two at-large members of the Subcommittee.

Certain proposed amendments have been discussed over the years. The current town clerk and her predecessor had requested the elimination of preliminary elections because of the cost factors involved. The Citizen Advisory Committee has requested changing the long term forecast from ten years to five years as that being a more useful metric. With regard to the proposed change in the Town Collector’s position from an elected to an appointed position, a survey of similarly sized communities revealed that the majority had appointed collectors, reflecting the trend toward ensuring that town collectors possess professional credentials to fulfill the position’s responsibilities. The proposed amendment would not take effect until the current town collector has completed her term of office.

Other proposed amendments represent efforts to clarify certain provisions of the charter about which questions have been raised. The existing “term limits” provision of the charter, found under Prohibitions (Section 2-11), states that a Town Councillor shall serve no more than three terms. Questions have arisen as to how that provision should be interpreted when a four year term is truncated by an event, such as a redistricting or a vacancy. The proposed amendment, now under a separate “term limits” Section 2-1(d), states the prohibition as “No person elected to serve as a town councilor may serve more than three consecutive terms of office or twelve consecutive years, whichever is greater.” Another charter provision that has raised concerns in the past is the charter objection provision, Section 2-8 (c). The proposed amendment does not subject emergency measures to the charter objection process and eliminates the provision that if two councilors object, the measure will not be heard until the next regular council meeting.

The proposed amendment to Section 2-5, Filing of Vacancies, is a housekeeping measure proposed by the town clerk to eliminate the anachronistic reference to a “special election within the general election.”

Finally, a definition of measure was added because while the charter references “measure” in several sections, it is currently undefined.

Below you will find the existing charter provision, a redlined version of the proposed change to that provision and a “clean” text of the charter provision incorporating the proposed amendment.

Part II of Charter

CURRENT CHARTER TERM LIMITS (UNDER PROHIBITIONS)

Section 2-1 Composition; Eligibility; Election and Term

(a) Composition

There shall be a town council which shall exercise the legislative powers of the town. One councillor shall be elected from each precinct.

(b) Eligibility

Only voters who at all times during their term of office shall be and remain residents of the town shall be eligible to hold the office of councillor. A member of the town council who shall remove from one precinct to another during the term for which such councillor was elected shall cease to be a member of the town council, provided however, a councillor with six months or less remaining on the term for which such councillor was elected, notwithstanding removal from one precinct to another, shall continue to serve and to perform all official duties during such term of office.

(c) Election and Term

The term of office of all members of the Town Council shall be for four years beginning on the second Monday following election and continuing until their successors are qualified. Councilors shall serve four year overlapping terms so arranged that the terms of as nearly half of the councilors as may be shall expire at each biennial town election.

Section 2-11 Prohibitions

No councillor shall, while a member of the town council, hold any other compensated town office or position. No former councillor shall hold any compensated appointive town office or town employment until one year after the expiration of his service on the town council. This provision shall not prevent a town officer or employee who has taken a leave of absence from such duties in order to serve as a member of the town council from returning to such office or employment following service as a member of the town council. No person elected to serve as a town councillor may serve more than three consecutive terms of office.

REDLINED VERSION OF PROPOSED TERM LIMITS

Section 2-1 Composition; Eligibility; Election and Term

(a) Composition

There shall be a town council which shall exercise the legislative powers of the town. One councillor shall be elected from each precinct.

(b) Eligibility

Only voters who at all times during their term of office shall be and remain residents of the town shall be eligible to hold the office of councillor. A member of the town council who shall remove from one precinct to another during the term for which such councillor was elected shall cease to be a member of the town council, provided however, a councillor with six months or less remaining on the term for which such councillor was elected, notwithstanding removal from one precinct to another, shall continue to serve and to perform all official duties during such term of office.

(c) Election and Term

The term of office of all members of the Town Council shall be for four years beginning on the second Monday following election and continuing until their successors are qualified. Councilors shall serve four year overlapping terms so arranged that the terms of as nearly half of the councilors as may be shall expire at each biennial town election.

(d) Term Limits

No person elected to serve as a town councillor may serve more than three consecutive terms of office or twelve consecutive years, whichever is greater. When the term of office for which said person is elected would extend membership on the town council beyond twelve consecutive years if the member served the full term, the seat shall be deemed vacant at the time of the next scheduled biennial town election and the vacancy shall be filled at that regular election for the balance of the unexpired term; provided, however, the retiring councillor shall continue to serve until a successor is qualified.

Section 2-11 Prohibitions

No councillor shall, while a member of the town council, hold any other compensated town office or position. No former councillor shall hold any compensated appointive town office or town employment until one year after the expiration of his service on the town council. This provision shall not prevent a town officer or employee who has taken a leave of absence from such duties in order to serve as a member of the town council from returning to such office or employment following service as a member of the town council. ~~No person elected to serve as a town councillor may serve more than three consecutive terms of office.~~

CLEAN PROPOSED AMENDED TERM LIMITS

Section 2-1 Composition; Eligibility; Election and Term

(a) Composition

There shall be a town council which shall exercise the legislative powers of the town. One councillor shall be elected from each precinct.

(b) Eligibility

Only voters who at all times during their term of office shall be and remain residents of the town shall be eligible to hold the office of councillor. A member of the town council who shall remove from one precinct to another during the term for which such councillor was elected shall cease to be a member of the town council, provided however, a councillor with six months or less remaining on the term for which such councillor was elected, notwithstanding removal from one precinct to another, shall continue to serve and to perform all official duties during such term of office.

(a) Election and Term

The term of office of all members of the Town Council shall be for four years beginning on the second Monday following election and continuing until their successors are qualified. Councilors shall serve four year overlapping terms so arranged that the terms of as nearly half of the councilors as may be shall expire at each biennial town election.

(d) Term Limits

No person elected to serve as a town councilor may serve more than three consecutive terms of office or twelve consecutive years, whichever is greater. When the term of office for which said person is elected would extend membership on the town council beyond twelve consecutive years if the member served the full term, the seat shall be deemed vacant at the time of the next scheduled biennial town election and the vacancy shall be filled at that regular election for the balance of the unexpired term; provided, however, the retiring councilor shall continue to serve until a successor is qualified.

Section 2-11 Prohibitions

No councillor shall, while a member of the town council, hold any other compensated town office or position. No former councillor shall hold any compensated appointive town office or town employment until one year after the expiration of his service on the town council. This provision shall not prevent a town officer or employee who has taken a leave of absence from such duties in order to serve as a member of the town council from returning to such office or employment following service as a member of the town council.

CURRENT CHARTER FILLING OF VACANCIES

Section 2-5 Filling of Vacancies

If a vacancy occurs in the office of councillor occurs during the first forty-four months of a term, it shall be filled by a precinct election. If a regular town election is scheduled to be held within 120 days, but more than fifty days, after the date vacancy occurs, it shall be filled by a special election within that regular election; otherwise, the council shall schedule a special election to be held as soon as is practical to fill the vacancy for the balance of the unexpired term. The provisions of the charter governing regular elections shall, so far as they are apt, apply to said special election, provided no preliminary election shall be held. (Amended by Town Council item 9 1-03-02 on 6/20/91; amendment approved by voters 11/5/91)

REDLINED PROPOSED AMENDED FILLING OF VACANCIES

Section 2-5 Filling of Vacancies

If a vacancy occurs in the office of councillor ~~occurs~~ during the first forty-four months of a term, it shall be filled by a precinct election. If a regular town election is scheduled to be held within 120 days, but more than fifty days, after the date vacancy occurs, it shall be filled ~~by a special election within at~~ that regular election; otherwise, the council shall schedule a special election to be held as soon as is practical to fill the vacancy for the balance of the unexpired term. The provisions of the charter governing regular elections shall, so far as they are apt, apply to said special election, ~~provided no preliminary election shall be held~~. (Amended by Town Council item 9 1-03-02 on 6/20/91; amendment approved by voters 11/5/91)

CLEAN PROPOSED AMENDED FILLING OF VACANCIES

Section 2-5 Filling of Vacancies

If a vacancy occurs in the office of councillor during the first forty-four months of a term, it shall be filled by a precinct election. If a regular town election is scheduled to be held within 120 days, but more

than fifty days, after the date vacancy occurs, it shall be filled at that regular election; otherwise, the council shall schedule a special election to be held as soon as is practical to fill the vacancy for the balance of the unexpired term. The provisions of the charter governing regular elections shall, so far as they are apt, apply to said special election. (Amended by Town Council item 9 1-03-02 on 6/20/91; amendment approved by voters 11/5/91)

CURRENT CHARTER OBJECTION PROVISION

Section 2-8 Measures; Emergency Measures; Charter Objection

(c) Charter Objection

On the first occasion that the question on adoption of a measure is put to the town council, if a single member objects to the taking of the vote, the vote shall be postponed until the next meeting of the town council whether regular or special. If two members shall object, such postponement shall be until the next regular meeting; but for an emergency measure at least four members, in all, must object. This procedure shall not be used more than once for any matter bearing a single docket number notwithstanding any amendment to the original matter. *(Changed by legislative action dated August 3, 1995)*

REDLINED VERSION OF PROPOSED AMENDMENT TO CHARTER OBJECTIONS

Section 2-8. Measures; Emergency Measures; Charter Objection.

(c)

Charter Objection.- ~~Except for an emergency measure as defined in section 2-8(b),~~ ~~On~~ the first occasion that the question on adoption of a measure ~~-is~~ put to the town council, ~~-if~~ a single member objects to the taking of the vote, the vote shall be postponed until the next meeting of the town council whether regular or special. ~~If two members shall object, such postponement shall be until the next regular meeting; but for an emergency measure at least four members, in all, must object.~~ A charter objection shall have privilege over all motions but must be made at the call for a vote on the measure by the presiding officer and all debate shall cease This procedure shall not be used more than once for any matter bearing a single docket number notwithstanding any amendment to the original matter.-
[Changed by legislative action dated August 3, 1995]

CLEAN VERSION PROPOSED AMENDED CHARTER OBJECTION TO CHARTER OBJECTION PROVISION

Section 2-8. Measures; Emergency Measures; Charter Objection.

(c) Charter Objection. Except for an emergency measure as defined in section 2-8(b), on the first occasion that the question on adoption of a measure is put to the town council, if a single member objects to the taking of the vote, the vote shall be postponed until the next meeting of the town council whether regular or special. A charter objection shall have privilege over all motions but must be made at the call for a vote on the measure by the presiding officer and all debate shall cease. This procedure shall not be used more than once for any matter bearing a single docket number notwithstanding any amendment to the original matter.

Part III

TOWN COLLECTOR

Section 3.1

The town collector would become an appointed rather than elected position. The legislation would specify that the amendment would become effective at the expiration of the term of the town collector in office at the time of the adoption.

CURRENT CHARTER PROVISION ELECTED TOWN COLLECTOR

Section 3-1 Elective Offices in General

In addition to the town council, the offices to be filled by the voters shall be a school committee, a town clerk, a town collector and a housing authority and such other regional authorities, districts, or committees as may be established by law or interlocal agreement.

Section 3-5 Town Collector

(a) Election

A town collector shall be elected by and from the voters at large.

(b) Term of Office

The town collector shall serve for a term of four years beginning on the second Monday following election and continuing until a successor is qualified. (Amended by Town Council vote Dec. 1993 - Approved by Act of Legislature May 31, 1994.)

(c) Powers and Duties 8

The town collector shall be responsible for the collection of all accounts due and payable to the town. Town officials and town agencies, from time to time, shall commit to the town collector for collection all accounts due and payable to the town, listed against the parties obligated to assume and pay the same. The town collector shall pay over to the town treasurer all collections received with any sums received in interest. The town collector shall have the powers and duties provided that office by the laws of the Commonwealth, the charter, ordinance or other council vote.

Section 3-7 Filling Vacancies

If a vacancy occurs in the office of town clerk or town collector whether by failure to elect or otherwise, the town council shall, within thirty days following the date such vacancy is declared to exist, act to fill the said vacancy. The town

council shall choose from among the voters, a person to serve for the balance of the unexpired term. Any person so chosen shall be sworn and commence to serve forthwith.

If a vacancy occurs in the membership of the school committee or housing authority whether by failure to elect or otherwise, the president of the town council shall, within thirty

days following the date such vacancy is declared to exist, call a joint meeting of the town council and the remaining membership of whichever agency in which a vacancy is declared to exist, to act to fill the said vacancy. At any such joint meeting a majority of those present and voting shall choose from among the voters, a person to serve for the balance of the unexpired term. Any person so chosen shall be sworn and commence to serve forthwith. Participants in such joint meeting to fill a vacancy in the school committee or housing authority shall give consideration to whichever of the defeated candidates for the seat in which the vacancy is declared to exist who received the highest number of votes at the last regular town election immediately preceding the date the vacancy is declared to exist.

REDLINED VERSION ELIMINATING ELECTED COLLECTOR

PART III Elected Town Offices
Section 3-1 Elective Offices in General

In addition to the town council, the offices to be filled by the voters shall be a school committee, a town clerk, ~~a town collector~~ and a housing authority and such other regional authorities, districts, or committees as may be established by law or interlocal agreement.

~~Section 3-5 Town Collector~~

~~(a) Election~~

~~A town collector shall be elected by and from the voters at large.~~

~~(b) Term of Office~~

~~The town collector shall serve for a term of four years beginning on the second Monday following election and continuing until a successor is qualified. (Amended by Town Council vote Dec. 1993 - Approved by Act of Legislature May 31, 1994.)~~

~~(c) Powers and Duties~~

~~The town collector shall be responsible for the collection of all accounts due and payable to the town. Town officials and town agencies, from time to time, shall commit to the town collector for collection all accounts due and payable to the town, listed against the parties obligated to assume and pay the same. The town collector shall pay over to the town treasurer all collections received with any sums received in interest. The town collector shall have the powers and duties provided that office by the laws of the Commonwealth, the charter, ordinance or other council vote.~~

Section 3-56 Housing Authority

(a) Composition, Election

There shall be a housing authority composed of five members. Four members shall be elected by and from the voters at large and the fifth member shall be appointed by the Secretary of Communities and Development of the Commonwealth.

(b) Term of Office

The terms of the housing authority members shall be four years beginning on the second Monday following election and continuing until their successors are qualified. Terms of office shall be so arranged that the terms of two members shall expire at each regular town election. (Amended by vote of Town Council Dec. 1993 - Approved by Act of Legislature May 31, 1994).

(c) Powers and Duties

The housing authority shall make studies of the housing needs of the town and shall provide programs for housing. The authority shall have all the powers and duties given to housing authorities under the laws of the Commonwealth.

Section 3-67 Filling Vacancies

If a vacancy occurs in the office of town clerk ~~or town collector~~ whether by failure to elect or otherwise, the town council shall, within thirty days following the date such vacancy is declared to exist, act to fill the said vacancy. The town council shall choose from among the voters, a person to serve for the balance of the unexpired term. Any person so chosen shall be sworn and commence to serve forthwith. If a vacancy occurs in the membership of the school committee or housing authority whether by failure to elect or otherwise, the president of the town council shall, within thirty days following the date such vacancy is declared to exist, call a joint meeting of the town council and the remaining membership of whichever agency in which a vacancy is declared to exist, to act to fill the said vacancy. At any such joint meeting a majority of those present and voting shall choose from among the voters, a person to serve for the balance of the unexpired term. Any person so chosen shall be sworn and commence to serve forthwith. Participants in such joint meeting to fill a vacancy in the school committee or housing authority shall give consideration to whichever of the defeated candidates for the seat in which the vacancy is declared to exist who received the highest number of votes at the last regular town election immediately preceding the date the vacancy is declared to exist.

PROPOSED CLEAN AMENDED SECTION 3 ELIMINATING ELECTED TOWN COLLECTOR

PART III

Elected Town Offices

Section 3-1 Elective Offices in General

In addition to the town council, the offices to be filled by the voters shall be a school committee, a town clerk and a housing authority and such other regional authorities, districts, or committees as may be established by law or interlocal agreement.

Section 3-2 Eligibility

Any voter shall be eligible to hold any elective town office provided that, no person shall simultaneously hold more than one elective town office.

Section 3-3 School Committee

(a) Composition, Terms of Office

There shall be a school committee composed of five members elected by and from the voters at large.

(b) Term of Office

The terms of school committee members shall be four years beginning on the second Monday following election and continuing until a successor is qualified. Terms of office shall be so arranged that the terms of as nearly an equal number of members as is possible shall expire at each regular election. (Amended by Town Council vote Dec. 1993 - Approved by Act of Legislature - May 31, 1994.)

(c) Powers and Duties

The school committee shall have general charge and superintendence of the public schools of the town. The powers of the school committee shall include, but need not be limited to: appoint a superintendent of schools, and all other officers and employees associated with the school, fix their compensation, define their duties and discharge them; make all reasonable rules

and regulations, consistent with law, for the administration and management of the public schools of the town. The school committee shall have all the powers and duties given to school committees by the laws of the Commonwealth, the charter, ordinance or other council vote.

Section 3-4 Town Clerk

(a) Election

A town clerk shall be elected by and from the voters at large.

(b) Term of Office

The town clerk shall serve for a term of four years beginning on the second Monday following election and continuing until a successor is qualified. (Amended by Town Council vote Dec. 1993 - Approved by Act of Legislature May 31, 1994)

(c) Powers and Duties

The town clerk shall be the keeper of vital statistics of the town, the custodian of the town seal and of all records of the town, shall administer the oath of office to all town officers, shall issue licenses and permits as may be provided by law and shall be responsible for the conduct of elections and all matters relating thereto. The town clerk shall have the powers and duties provided that office by the laws of the Commonwealth, the charter, ordinance or other council vote.

(d) Clerk of the Council

Unless otherwise provided by the town council the town clerk shall be the clerk of the council and shall give notice of all meetings of the town council to its members and to the public, keep a record of its proceedings and perform such duties as may be assigned by the charter, by ordinance, or by other council vote.

Section 3-5 Housing Authority

(a) Composition, Election

There shall be a housing authority composed of five members. Four members shall be elected by and from the voters at large and the fifth member shall be appointed by the Secretary of Communities and Development of the Commonwealth.

(b) Term of Office

The terms of the housing authority members shall be four years beginning on the second Monday following election and continuing until their successors are qualified. Terms of office shall be so arranged that the terms of two members shall expire at each regular town election. (Amended by vote of Town Council Dec. 1993 - Approved by Act of Legislature May 31, 1994).

(c) Powers and Duties

The housing authority shall make studies of the housing needs of the town and shall provide programs for housing. The authority shall have all the powers and duties given to housing authorities under the laws of the Commonwealth.

Section 3-6 Filling Vacancies

If a vacancy occurs in the office of town clerk whether by failure to elect or otherwise, the town council shall, within thirty days following the date such vacancy is declared to exist, act to fill the said vacancy. The town council shall choose from among the voters, a person to serve for the balance of the unexpired term. Any person so chosen shall be sworn and commence to serve forthwith. If a vacancy occurs in the membership of the school committee or housing authority whether by failure to elect or otherwise, the president of the town council shall, within thirty days following the date such vacancy is declared to exist, call a joint meeting of the town council and the remaining membership of whichever agency in which a vacancy is declared to exist, to act to fill the said vacancy. At any such joint meeting a majority of those present and voting shall choose from among the voters, a person to serve for the balance of the unexpired term. Any person so chosen shall be sworn and commence to serve forthwith. Participants in such joint meeting to fill a vacancy in the school committee or housing authority shall give consideration to whichever of the defeated candidates for the seat in which the vacancy is declared to exist who received the highest number of votes at the last regular town election immediately preceding the date the vacancy is declared to exist.

Part VI

LONG TERM FINANCIAL FORECAST

Section 6-6

Consistent with the recommendation made by CFAC and the Director of Finance, the amendment would require an annual five year forecast rather than the annual ten year forecast currently required.

EXISTING TEN YEAR FORECAST

Section 6-6 Long Term Financial Forecast

The town manager shall annually prepare a ten year financial forecast of town revenue, expenditures and the general financial condition of the town. The forecast shall include, but not be limited to, an identification of factors which will impact on the financial condition of the town, revenue and expenditure trends; potential sources of new or expanded revenues and any long or short term actions which may be taken that will enhance the financial condition of the town. The forecast shall be submitted to the town council and shall be available to the public for inspection.

REDLINED LONG TERM FORECAST CHANGING TEN YEAR TO FIVE YEAR

Section 6-6 Long Term Financial Forecast

The town manager shall annually prepare a ~~ten~~-five year financial forecast of town revenue, expenditures and the general financial condition of the town. The forecast shall include, but not be limited to, an identification of factors which will impact on the financial condition of the town, revenue and expenditure trends; potential sources of new or expanded revenues and any long or short term actions which may be taken that will enhance the financial condition of the town. The forecast shall be submitted to the town council and shall be available to the public for inspection.

CLEAN COPY OF PROPOSED REVISION

Section 6-6 Long Term Financial Forecast

The town manager shall annually prepare a five year financial forecast of town revenue, expenditures and the general financial condition of the town. The forecast shall include, but not be limited to, an identification of factors which will impact on the financial condition of the town, revenue and expenditure trends; potential sources of new or expanded revenues and any long or short term actions which may be taken that will enhance the financial condition of the town. The forecast shall be submitted to the town council and shall be available to the public for inspection.

Part VII

EXISTING PRELIMINARY ELECTION CHARTER PROVISION

Nominations and Elections

Section 7-1 Town Elections; General and Preliminary

The regular town election shall be held on the first Tuesday following the first Monday in November of each odd-numbered year. On the seventh Tuesday preceding every regular town election, there shall be held a preliminary election for the purpose of nominating candidates. (Amended by Town Council item #93-106; Amendment passed by Act of Legislature August 6, 1993).

Section 7-2 Preliminary Elections

(a) Signature Requirements

The number of signatures of voters required to place the name of a candidate on the official ballot to be used at a preliminary election shall be as follows: For an office which is to be filled by vote of the whole town, not less than one hundred and fifty. For an office which is elected by the voters in a precinct, not less than twenty five signatures from said precinct.

(b) Ballot Position

The order in which names of candidates appear on the ballot for each office shall be determined by a drawing by lot conducted by the town clerk in the presence of such candidates or their representatives as may choose to attend such drawings.

(c) Determination of Candidates for Election

The two persons receiving at a preliminary election the highest number of votes for nomination for an office shall be the sole candidates for that office whose names may be printed on the official ballot to be used at the regular election at which such office is to be filled, and no acceptance of a nomination at a preliminary election shall be necessary to its validity. If two or more persons are to be elected to the same office at such regular election, the several persons in number equal to twice the number to be so elected receiving at such preliminary election the highest number of votes for nomination for that office shall be the sole candidates for that office whose names may be printed on the official ballot. If the preliminary election results in a tie vote among candidates for nomination receiving the lowest number of votes, which but for said tie vote would entitle a person receiving the same to have the person's name printed upon the official ballot for the election, all candidates participating in said tie vote shall have their names printed upon the official ballot, although in consequence thereof, there be printed on such ballots the names of candidates exceeding twice the number to be elected.

(d) Nomination of Candidates;

Conditions Making Preliminary Election Unnecessary

If at the expiration of the time for filing petitions of candidates to be voted for at any preliminary election, not more than twice as many such petitions have been filed with the town clerk for an office as are to be elected to such office, the candidates whose petitions have thus been filed shall be deemed to have been nominated to said office and their names shall be voted on for such office at the succeeding regular election,

and the town clerk shall not print said names upon the ballot to be used at said preliminary election and no other nomination to said office shall be

made . If in consequence it shall appear that no names are to be printed upon the official ballot to be used at any preliminary election in any precinct or precincts of the town, no preliminary election shall be held in any such precinct or precincts.

Section 7-3 Regular Election

(a) Information to Voters

If the candidate in a regular town election is an incumbent of the office to which he seeks election, against his name shall appear the phrase "candidate for re-election."

(b) Ballot Position

The order in which names of candidates appear on the ballot for each office in a regular town election shall be determined by a drawing by lot conducted by the town clerk in the presence of such candidates or their representatives as may choose to attend.

Section 7-4 Precincts

The territory of the town shall be divided into precincts so established as to consist of as nearly equal a number of inhabitants as it is possible in compact and contiguous territory; bounded insofar as possible by the center line of known streets or ways or by other well defined limits.

Section 7-5 Application of State Laws

Except as expressly provided in the charter and authorized by statute, all town elections shall be governed by the laws of the commonwealth relating to the right to vote, the registration of voters, the nomination of candidates, the conduct of preliminary and regular elections, the submission of charter amendments and other propositions, the counting of votes and the declaration of results.

REDLINED CHANGES ELIMINATING PRELIMINARY ELECTION

Section 7-1 Town Elections; ~~General and Preliminary~~

The regular town election shall be held on the first Tuesday following the first Monday in ~~November of each odd-numbered year. On the seventh Tuesday preceding every regular town election, there shall be held a preliminary election for the purpose of nominating candidates. (Amended by Town Council item #93-106; Amendment passed by Act of Legislature August 6, 1993).~~

~~Section 7-2 Preliminary Elections~~

~~(a) Signature Requirements~~

~~The number of signatures of voters required to place the name of a candidate on the official ballot to be used at a preliminary election shall be as follows: For an office which is to be filled by vote of the whole town, not less than one hundred and fifty. For an office which is elected by the voters in a precinct, not less than twentyfive~~

signatures from said precinct.

(b) Ballot Position

The order in which names of candidates appear on the ballot for each office shall be determined by a drawing by lot conducted by the town clerk in the presence of such candidates or their representatives as may choose to attend such drawings.

(c) Determination of Candidates for Election

The two persons receiving at a preliminary election the highest number of votes for nomination for an office shall be the sole candidates for that office whose names may be printed on the official ballot to be used at the regular election at which such office is to be filled, and no acceptance of a nomination at a preliminary election shall be necessary to its validity. If two or more persons are to be elected to the same office at such regular election, the several persons in number equal to twice the number to be so elected receiving at such preliminary election the highest number of votes for nomination for that office shall be the sole candidates for that office whose names may be printed on the official ballot.

If the preliminary election results in a tie vote among candidates for nomination receiving the lowest number of votes, which but for said tie vote would entitle a person receiving the same to have the person's name printed upon the official ballot for the election, all candidates participating in said tie vote shall have their names printed upon the official ballot, although in consequence thereof, there be printed on such ballots the names of candidates exceeding twice the number to be elected.

(d) Nomination of Candidates;

Conditions Making Preliminary Election Unnecessary

If at the expiration of the time for filing petitions of candidates to be voted for at any preliminary election, not more than twice as many such petitions have been filed with the town clerk for an office as are to be elected to such office, the candidates whose petitions have thus been filed shall be deemed to have been nominated to said office and their names shall be voted on for such office at the succeeding regular election, and the town clerk shall not print said names upon the ballot to be used at said preliminary election and no other nomination to said office shall be made. If in consequence it shall appear that no names are to be printed upon the official ballot to be used at any preliminary election in any precinct

or precincts of the town, no preliminary election shall be held in any such precinct or precincts.

Section 7-23 Regular Election

(a) Signature Requirements

The number of signatures of voters required to place the name of a candidate on the official ballot to be used at an election shall be as follows: For an office which is to be filled by vote of the whole town, not less than one hundred and fifty. For an office which is elected by the voters in a precinct, not less than fifty signatures from said precinct.

(b)a) Information to Voters

If the candidate in a regular town election is an incumbent of the office to which he seeks election, against his name shall appear the phrase "candidate for re-election."

(c)b) Ballot Position

The order in which names of candidates appear on the ballot for each office in a regular town election shall be determined by a drawing by lot conducted by the town clerk in the presence of such candidates or their representatives as may choose to attend.

Section 7-34 Precincts

The territory of the town shall be divided into precincts so established as to consist of as nearly equal a number of inhabitants as it is possible in compact and contiguous territory; bounded insofar as possible by the center line of known streets or ways or by other well defined

limits.

Section 7-45 Application of State Laws

Except as expressly provided in the charter and authorized by statute, all town elections shall be governed by the laws of the commonwealth relating to the right to vote, the registration of voters, the nomination of candidates, the conduct of preliminary and regular elections, the submission of charter amendments and other propositions, the counting of votes and the declaration of results.

PROPOSED CHARTER CHANGE ELIMINATING PRELIMINARY ELECTIONS

Nominations and Elections

Section 7-1 Town Elections

The regular town election shall be held on the first Tuesday following the first Monday in November of each odd-numbered year.

Section 7-2 Regular Election

(a) Signature Requirements

The number of signatures of voters required to place the name of a candidate on the official ballot to be used at an election shall be as follows: For an office which is to be filled by vote of the whole town, not less than one hundred and fifty. For an office which is elected by the voters in a precinct, not less than fifty signatures from said precinct.

(b) Information to Voters

If the candidate in a regular town election is an incumbent of the office to which he seeks election, against his name shall appear the phrase "candidate for re-election."

(c) Ballot Position

The order in which names of candidates appear on the ballot for each office in a regular town election shall be determined by a drawing by lot conducted by the town clerk in the presence of such candidates or their representatives as may choose to attend.

Section 7-3 Precincts

The territory of the town shall be divided into precincts so established as to consist of as nearly equal a number of inhabitants as it is possible in compact and contiguous territory; bounded insofar as possible by the center line of known streets or ways or by other well defined limits.

Section 7-4 Application of State Laws

Except as expressly provided in the charter and authorized by statute, all town elections shall be governed by the laws of the commonwealth relating to the right to vote, the registration of voters, the nomination of candidates, the conduct of preliminary and regular elections, the submission of charter amendments and other propositions, the counting of votes and the declaration of results.

Part IX

AMENDING SECTION 9-4 TO ADD DEFINITION OF MEASURE

Section 9-4 Definitions.

Unless another meaning is clearly apparent from the manner in which the word is used, the following words as used in the charter shall have the following meanings:

(i)

MEASURE:--The word "measure" shall mean matters to come before the town council which are inherently legislative in nature, including ordinances, charter amendments, appropriations, loan orders, lease approvals and eminent domain authorizations. "Measure" shall not encompass any matter which is executive, administrative or ministerial, or quasi-judicial in nature, including, without limitation, appointments, resolutions, proclamations, tax classification votes, contract approvals, and petitions to the General Court

Part X AMENDING SECTION 10-7 COLLECTOR TRANSITION AND APPOINTMENT

Section 10-7. Time of Taking Effect.

(b) The incumbent in the office of tax collector shall continue to serve in said office until the completion of the current elected term.

(k)(1)

The town manager shall appoint subject to the approval of the town council:

a town attorney

a town accountant/director of finance

a town collector

a town treasurer

a police chief

a director of personnel

a building commissioner

a director of civil defense

an inspector of animals

the constables

a dog officer

the fence viewers

a forest fire warden

a gas inspector

a harbor master

and, all other officers, department heads, and employees for whom no other method of appointment is provided.

B. NEW BUSINESS (First reading)

BARNSTABLE TOWN COUNCIL

**ITEM #2017-140
INTRO: 04/27/17**

2017-140 AMENDMENTS TO THE ADMINISTRATIVE CODE RELATING TO THE COMMUNITY SERVICES DEPARTMENT, THE REGULATORY SERVICES DEPARTMENT AND THE GROWTH MANAGEMENT DEPARTMENT.

ORDERED:

Section 1. That Section 241-47.10 of the Administrative Code, "Community Services Department" be amended by striking Section 241-47.10 in its entirety and substituting in place thereof the following:

§ 241-47.10 Community Services Department

The Community Services Department, located within the Operational Branch, provides an array of recreation, social and leisure time services to the citizens of Barnstable that appeal to a wide range of ages and interests as well as those that will preserve, protect and enhance our natural environment. The Department also provides liaison with the Veterans' Services District.

A. Recreation Division.

- (1) Mission. The Recreation Division is committed to providing safe and healthy leisure and recreational opportunities of a general and specialized nature to improve the quality of life in our community through exceptional and affordable programs and services.
- (2) Authorities and responsibilities. Recreation is responsible for the development and delivery of a variety of educational, social, recreational and counseling services to the residents of Barnstable. The major responsibility is to provide services in a manner that eliminates duplication of services, maximizes existing personnel resources, and utilizes a variety of volunteer programs to diversify the effectiveness of programming. It services the community's entire population, as well as servicing the tourism population on a seasonal basis.
- (3) Organizational components.
 - a. The Recreation Division administers four programs to ensure efficient accomplishment of program objectives with a minimum of duplication. Programs are as follows:
 - 1) Leisure Services provides and coordinates leisure activities through programs such as basketball, softball, open gym, Sunshine, Friday night social, sailing, karate, dance, tennis, playground program, track and field, baseball, theater, floor hockey, volleyball, gymnastics, community youth centers, after-school soccer, special events and special needs programs.
 - 2) Aquatics provide and maintain aquatic services at the 16 Town of Barnstable beach sites. Services in the aquatic program include general supervision, operating the gate attendant program, bathhouse attendants, overseeing the police program, water safety, and a swim program.
 - 3) The Youth Services program is dedicated to creating successful youth and family services programs through the Hyannis Youth and Community Center and other municipal and school buildings. These programs include the Youth Commission and its Youth Advisory Group, and follow the tenets of America's Promise: Prevention, Skills Education, Caring Adults, and Service Learning.

4)The Hyannis Youth and Community Center program provides ice programs and Youth Center activities. Ice activities include two NHL regulation ice rinks, one of which is the Lt. Joseph P. Kennedy Jr. Memorial Skating Rink and provides a public skating program, hockey activities and figure skating instruction. Youth Center activities include a Teen Center and basketball/volleyball courts and other dry floor activities.

(4) Interrelationships.

- a. Town Manager. Recreation interacts with the Town Manager for the purpose of program approval, budgeting, expenditure, grant assistance, as well as scheduling of facility use and coordination.
- b. Other departments. It interacts with Public Works on a regular basis to prepare, maintain, and improve facilities. Work order requests are utilized. The Recreation Director and Public Works Superintendent meet to review facilities management issues. Police Department interaction takes place in scheduling of recreation programs, special details, patrols public safety and coordination of recreational services with public safety concerns.
- c. Interaction with the Regulatory Services Department relates to land use for passive and active recreation. School Department interaction concerns utilization of school gyms, fields, coordination of special needs activities with the School Department's Special Needs Division; scheduling activities for the Hyannis Youth and Community Center and athletic fields, and beach areas.
- d. Multiple-member boards. Recreation provides administrative support to the Recreation Commission and the Youth Commission, implementing the policies of said committees through the promulgation of rules and regulations that are subject to approval by the Town Manager.

B. Golf Division.

- (1) Mission. Barnstable Golf is dedicated to providing, operating and maintaining affordable, self-supporting public golf facilities, while protecting them for the future, by maintaining and improving the courses, buildings, and equipment. Golf Course Management strives to provide programs that enrich recreational opportunities, while being fiscally responsible to the residents and taxpayers of the Town of Barnstable.
- (2) Authorities and responsibilities. Golf is responsible for the development and delivery of a variety of educational, social, and recreational programs for the residents of Barnstable. The major responsibility is to provide services in a manner that eliminates duplication of services and maximizes existing personnel resources. It services the community's golfing population as it is an enterprise account and the users of the service pay for the service. It also services the tourism population on a seasonal basis.
- (3) Organizational components: The Golf Division is dedicated to operating and maintaining an attractive, affordable, and self-supporting public golf facility. The two facilities are the Olde Barnstable Fairgrounds Municipal Golf Course, which is an eighteen-hole golf course located in Marstons Mills, and the Hyannis Golf Course, which is also an eighteen-hole golf course located in Hyannis. The golf component is self-supporting through an enterprise account. It is responsible for all aspects of operating the golf course. The primary services are as follows:
 - a. Membership offers residents the opportunity to play year-round golf at a responsible rate. It provides the players with organized events, scheduled activities and a sense of belonging to a top golf facility.
 - b. Junior golf provides the Barnstable youth with affordable recreation, trains the juniors in the rules, etiquette, and swing technique, provides a home for the high school golf team,

plus tournaments, clinics and competitions of various kinds are organized throughout the season.

- c. Fee players are provided with a quality service, a high level of conditioning, and a pace of play attracting visitors from all parts of New England to make the Olde Barnstable Fairgrounds and the Hyannis Golf Course their choice of courses. Combined, the courses are open to the public seven days a week, year round.
- d. Pro shops at both courses consist of a full line of equipment, fashions, and accessories that are always stocked.
- e. Driving ranges offers the serious golfer an area to practice all parts of the game.
- f. Maintenance provides continuous improvements of each course. The condition of each course is essential to its future. Cooperative efforts with conservation, Audubon and other environmental groups will improve public relations. A beautification program to improve the aesthetic value of the facility is ongoing.
- g. A tournament schedule provides high quality events for members, local charities, and state and local associations.
- h. Restaurants provide food and beverages for customers prior, during, and after golfing. It also offers non-golfers an opportunity to visit the facility and enjoy the scenery.

(4) Interrelationships.

- a. Town Manager. Golf interacts with the Town Manager for the purpose of program approval, budgeting, expenditure, as well as scheduling of facility use and coordination.
- b. Other departments. It interacts with Recreation on a regular basis to prepare, maintain, and improve programs.
- c. Interaction with the Regulatory Services Department relates to land use for passive and active recreation.
- d. Multiple-member boards. Golf provides administrative support to the Golf Committee, implementing the policies of said committee through the promulgation of rules and regulations that are subject to approval by the Town Manager.

C. Marine and Environmental Affairs Division.

- (1) Mission. Marine and Environmental Affairs provides administration of the Town waterways, safety and marina program and the protection, preservation, management and enhancement of the Town's natural and wetland resources, including Sandy Neck.
- (2) Authorities and responsibilities. Marine and Environment Affairs is responsible for enforcement and promulgation of mooring regulations, marina rules and regulations subject to approval of the Town Manager, the federal Clean Water Act (in conjunction with U.S. Coast Guard)[1] and Town ordinances concerning vessel use in public waters; enforcement of state boating laws; the placement and maintenance of the Town's private aids to navigation; approval of moorings; slip contracts and supervision of four Town marinas which operate as an enterprise account; inspection of Town ways to water; harbor patrols; and collection of fees and charges at various marinas, ramps, and for mooring permits. Public safety activities include the placement and maintenance of aids to navigation, compliance activities, emergency response activities and technical assistance to the Waterways Committee. It is responsible for the administration of programs and the enhancement and protection of resources relative to the Town property at the Sandy Neck Barrier Beach which operates as an enterprise account; programming relative to shellfish protection, propagation, and management pursuant to MGL c.130; implementation of conservation land management plans; herring run management; and provides assistance to federal, state, and other local agencies in projects of mutual concern. It enforces statutes (MGL c. 90B, 130, 131; MGL c. 266, § 113; and MGL c. 270, § 16), ordinances, rules and regulations relative to shellfish, fish and game, marine and recreational vehicles, conservation regulations, illegal disposal and taking of timber, berries, etc. It is responsible for answering complaints or

other matters pertaining to animals within the Town; enforcement of all laws relating to the care, custody and control of dogs, pursuant to MGL c.140, § 136S through § 174; MGL c. 266, § 47; and MGL c. 272, § 77 through § 98; Chapter 108, Hazardous Materials, and Chapter 24, Animals, Article I, Regulation of Dogs, of the Code of the Town of Barnstable.[1]Editor's Note: See 33 U.S.C. § 1251 et seq.

(3) Organizational components.

- a. Marine Affairs Section. Marine Affairs is responsible for administration and management of the Town waterways safety program, including daily supervision of Town docks, moorings, boat ramps and Town waters, and the promotion of public safety for persons and property on the waterways. The mooring program serves to provide adequate space for harbor users and for the safety of moored boats.
- b. Environmental Affairs Section. Environmental Affairs is responsible for the protection, preservation, management and enhancement of the Town's natural and wetland resources as well as the promotion of public safety for persons, property and animals.

(4) Interrelationships.

- a. Town Manager. Marine and Environmental Affairs interacts with the Town Manager with respect to approval of rules and regulations relative to moorings and marinas, fees and charges resulting therefrom, and approval of rules and regulations, including, but not limited to, shellfish regulatory matters, fish and game, and all fees and charges resulting therefrom. Interaction further occurs relative to implementation of the Town's property and facilities management plan, approval of programs, budgets, expenditures, and other programs as necessary. Interaction also occurs through the Town Manager's responsibilities pursuant to state law and local ordinance concerning restraining orders, banishment and disposition of dangerous dogs.
- b. Other departments. It interacts with Conservation on waterway-related project applications and implementation of conservation land management plans, and land use; Recreation to maintain passive recreational facilities and placement of recreational devices; Public Works for land management maintenance and maintenance of Town landings, vehicle maintenance, and equipment use, erosion control projects, moth infestations, snow fence construction, building maintenance, mapping, GIS; Police for law enforcement issues concerning complaint investigation, abandoned/recovered motor vehicles, land search/rescue operations; Fire Districts for underwater search/recovery; Fire Districts and Health Division for oil spill cleanup and pollution response and investigation; Health Division for animal bites and quarantines; and Town Clerk for census and dog licensing matters; Assessing and Collector concerning mooring permit issuance/boat excise tax.
- c. Multiple-member boards. It provides administrative and technical support to the Waterways Committee, to the Shellfish Committee, and to the Sandy Neck Board and interacts with the Conservation Commission, Recreation Commission, and other boards as necessary.

D. Senior Services Division.

- (1) Mission. Senior Services assesses the needs of those citizens age 60 and over living in Town. It designs and creates programs to meet those needs, advocates and educates the community on those issues affecting the elderly, and enlists the support and the funding for the programs from federal, state, Town, and other public and private organizations.
- (2) Authorities and responsibilities. Senior Services provides a wide and diverse array of programs designed to meet the needs of elders that includes, but is not limited to, the following: outreach, medical education and assistance, supportive day care, social, recreational and educational programming, counseling, information and referral, newsletters, financial, nutrition, and transportation. Services are developed and provided through staff, volunteers and cooperative efforts with community groups and agencies. It also serves as a resource to other departments

and community groups concerning issues having an impact on elders, as well as regularly assessing needs and developing financial resources.

(3) Interrelationships.

- a. Town Manager. Senior Services interacts with the Manager primarily for program approval, budget expenditures, secondarily and through the section for all other matters.
- b. Other departments. Senior Services interacts with Public Works relative to facilities program preparation, maintenance, and improvement. It interacts with the Health Division for cooperation in providing appropriate health services. Ongoing interaction with all other departments and organizational components to insure accomplishment of its goals and objectives is commonplace.
- c. Multiple-member boards. Senior Services provides administrative support to the Council on Aging and receives advisory information regarding program service delivery.
- d. Other interactions. Senior Services interacts with appropriate community agencies and groups as well as state agencies to seek effective accomplishment of the departmental programming.

E. Administration, Community Relations and Public Information Division

(1) Mission. Administration, Community Relations and Public Information oversees the day-to-day operations of the Community Services Department and provides media and communication strategies for the Town to provide the Town's residents and visitors with timely and accurate information relative to municipal government.

(2) Authorities and responsibilities. The Administration, Community Relations and Public Information Division provides a wide and diverse array of programs designed to meet the needs of the community that includes government, education and public access television, website, weekly and monthly newsletters, press releases, social media and other communication channels. Services are developed and provided through staff, volunteers and cooperative efforts with community groups and agencies. It also serves as a resource to other departments concerning media issues.

(3) Interrelationships.

- a. Town Manager. Administration, Community Relations and Public Information interacts with the Manager primarily for the dissemination of information to the public, program approval and budget expenditures.
- b. Other departments. Administration, Community Relations and Public Information interacts with all Town Departments for the dissemination of information to the public.
- c. Multiple-member boards. Administration, Community Relations and Public Information provides administrative support to the Cable Television Advisory Committee and interacts with other boards as necessary.
- d. Other interactions. Administration, Community Relations and Public Information interacts with appropriate community agencies and groups to seek effective accomplishment of departmental programming.

F. Veterans' Services District.

(1) Mission. Veterans' Services provides assistance in obtaining benefits from federal, state, and local programs for veterans and their dependents, as well as aiding them financially for ordinary living expenses and medical needs.

(2) Authorities and responsibilities. Veterans' Services operates within the Town of Barnstable as part of a Veterans' Services District, pursuant to MGL c. 115. It provides aid and assistance to veterans and/or their dependents, secures appropriate benefits for this service group, and provides outreach, counseling, medical and other support services. It is headquartered in Barnstable.

(3) Interrelationships.

- a. Town Manager. Veterans' Services interacts with the Town Manager, as the Manager is a member of the District Board. The Manager approves programs, budgets, and coordinates the District employee benefits through its financial offices.
- b. Other departments. It interacts with the Finance Director and the Town Treasurer to provide the financial needs of the veteran in an acceptable manner under law and in a timely fashion and with Assessing to assist veterans with real estate tax abatements.”

Section 2. That Section 241-47.15 of the Administrative Code, “Growth Department Management Department” be amended by striking Section 241-47.15 in its entirety and substituting in place thereof the following:

“§ 241-47.15 Planning and Development Department.

The mission of the Planning and Development Department is to preserve the character of the seven villages and improve the quality of life for Town residents by developing and implementing land use strategies while promoting consistent sustainable economic redevelopment in Hyannis through the interdisciplinary coordination of municipal departments. The Department is comprised of four programs: Regulatory Review, Comprehensive Planning, Community Development, and Economic Development.

A. Regulatory Review.

- (1) Mission. The Regulatory Review Program provides professional planning advice and services to Town residents, the Town Manager and other Town boards, commissions, committees and departments and assists in the implementation of the Town's ordinances and regulations relating to land use.
- (2) Authorities and responsibilities. The Regulatory Review Program provides staff support, technical assistance and clerical services to the Planning Board, Zoning Board of Appeals, Old King's Highway Historic District Committee, Historical Commission and Hyannis Main Street Waterfront Historic District Commission and Appeals Committee and provides general advice and assistance on day-to-day zoning, planning and historic issues to other Town entities.
- (3) Interrelationships.
 - a. Town Manager. Regulatory Review interacts directly with the Town Manager's office, primarily through the Assistant Town Manager, who provides direction and supervision.
 - b. Other departments. In addition to the interdisciplinary approach and interrelationships which exist between the functions in the Planning and Development Department, interrelationships commonly exist with the Public Works, Legal, Building Services, and Regulatory Services Departments.
 - c. Multiple-member boards. Interaction with the Planning Board, Zoning Board of Appeals, Historical Commission, Old King's Highway Historic District Committee, Hyannis Main Street Waterfront Historic District Commission and Appeals Committee and other boards and commissions as requested.

B. Comprehensive Planning.

- (1) Mission. The Comprehensive Planning Program is responsible for identifying, analyzing and planning for the Town's long-term needs as they relate to commercial and economic development, the preservation and enhancement of natural and historic resources and the provision of adequate public facilities and infrastructure, with the goal of recommending strategies, plans and legislation to promote sustainable development.
- (2) Authorities and responsibilities. The Comprehensive Planning Program performs long-term professional planning for the Town, including the drafting of amendments to the zoning and general ordinances, the coordination of intergovernmental activities relating to planning issues, performing grant administration, and the undertaking of the revisions to the Town's local comprehensive plan. In carrying out these duties it:

- a. Provides the Town with relevant data concerning its physical, social, economic and environmental future;
- b. Advises and assists all Town departments and agencies in the administration of their respective municipal functions and responsibilities as they relate to Town planning;
- c. Initiates and conducts studies of the resources and needs of the Town and its relationship with other towns in Barnstable County and its environs;
- d. Prepares plans and recommendations with regard to land use, population patterns and projections, siting of public works projects, economic development, and related matters;
- e. In conjunction with the other programs within the Planning and Development Department, analyzes proposals for housing, transportation, employment, public utility developments, recreation, parking and traffic circulation and related matters to assist the Town Manager and other Town agencies in the making of any recommendations, or rendering of any approvals, which they may be required to make concerning such matters;
- f. Distributes reports or plans in connection with planning and development issues, problems, policies and strategies;
- g. Coordinates with the Regional Planning Organization and other planning agencies of neighboring communities and other agencies and groups;
- h. Represents the Town to the Regional Planning Organization, recording and transmitting all municipal referrals of developments of Regional Impact, Districts of Critical Planning Concern, the Regional Policy Plan, coordinating the review of potential regional referrals through a management level review team working in conjunction with the managers of the Building, Conservation, Health and Public Works;
- i. Drafts, maintains, and updates the Local Comprehensive Plan (LCP) of the Town, including data and analyses, maps, surveys, and plans affecting the components of the Comprehensive Plan; goals, objectives, policies and strategies that implement the Comprehensive Plan; and coordination of functions and activities consistent with the Comprehensive Plan;
- j. Provides a wide array of data and analysis as part of the planning process. This database is coordinated with other Town departments to ensure that projects, functions and activities are consistent with the goals, policies, and strategies of the LCP; and
- k. Reviews state MEPA filings.

(3) Interrelationships.

- a. Town Manager. Comprehensive Planning interacts directly with the Town Manager's office, primarily through the Assistant Town Manager, who provides direction and supervision.
- b. Other departments. In addition to the interdisciplinary approach and interrelationships which exist between the programs in the Planning and Development Department, interrelationships commonly exist with Public Works, Legal, Building Services and Regulatory Services Departments.
- c. Multiple-member boards. Interaction with the Planning Board, Zoning Board of Appeals, Historical Commission, Old King's Highway Historic District Committee, Hyannis Main Street Waterfront Historic District Committee and Appeals Committee, Conservation Commission and Board of Health.
- d. Outside agencies. Significant interrelationships exist between the Regional Planning Organization, concerning regional policy planning, developments of regional impact, districts of critical planning concern, and other regional issues. Extensive interaction occurs with respect to the State Office of Environmental Affairs and its subsidiary land use and regulatory agencies, and other agencies as appropriate.

C. Community Development.

- (1) Mission. The objective of the Community Development Program is to provide leadership and expertise working with the community to assess the needs in the areas of low income housing, including the implementation of a comprehensive affordable housing plan for the residents of the

Town. In addition, the function aims to enhance and enrich the quality of life for the Town's residents through the coordination and augmentation of activities promoting arts and culture.

(2) Organizational components.

- a. Community Development Block Grant (CDBG). The Town, through the federal Community Development Block Grant Program, receives funds annually from the U.S. Department of Housing and Urban Development and Economic Development. The Town's allocation of these funds is based upon the Town's Five-Year Consolidated Plan and the annual action plans that are developed under the U.S. Department of Housing and Urban Development regulations.
- b. Accessory apartment/amenity activity. This activity is a component of the Town's affordable housing plan. The main objective of the activity is to use existing housing, which may currently violate the Town's zoning laws, to provide safe, legal and affordable housing units utilizing the Chapter 40B Comprehensive Permit process.
- c. Housing acquisition activity. This activity assists eligible public, quasi-public and private entities such as the Barnstable Housing Authority, local nonprofit organizations and private individuals to purchase existing housing units in order to maintain them at affordable rents.
- d. Development of municipally owned vacant land activity. This activity involves identifying municipally owned parcels of land that may be suitable to develop affordable housing to provide further affordable housing opportunities for Barnstable residents.
- e. Development of privately owned land activity. The activity involves working with and providing technical assistance to private developers engaged in obtaining the necessary permits in order to provide affordable housing which meets the goals and objectives of the Town's Affordable Housing Plan.
- f. Culture and arts. This activity encourages and supports a wide range of cultural and artistic endeavors through the implementation of innovative and diverse events and programs, the goal of which is to increase access to the arts for the citizens of the Town and to enhance public spaces through the arts.

(3) Interrelationships.

- a. Town Manager. Community Development interacts directly with the Town Manager's office, primarily through the Assistant Town Manager, who provides direction and supervision.
- b. Other departments. In addition to the interdisciplinary approach and interrelationships which exist between the programs in the Planning and Development Department, interrelationships commonly exist with Public Works, Legal, Building Services and Regulatory Services Department.
- c. Multimember Boards. Interaction with the Housing Committee, Cultural Council, Planning Board, Zoning Board of Appeals and the Hyannis Main Street Waterfront Historic District Commission.
- d. Other interactions. Community Development interacts with appropriate community agencies, groups and private enterprise as well as state agencies to seek effective accomplishment of goals and objectives.

D. Economic Development.

- (1) Mission. The Economic Development Program is to provide the leadership and expertise to develop and implement a comprehensive economic development plan based upon the economic development policies outlined in the local Comprehensive Plan.
- (2) Organizational components.
 - a. Economic Development Incentive Program (EDIP). The EDIP is a state program that allows municipalities to provide tax incentives to new and existing businesses that make capital investments in their real estate and create jobs in the Town's two Economic Opportunity Areas (EOAs); Downtown Hyannis and the Hyannis Industrial Park.

- b. Hyannis revitalization. Various components to assist in the promoting of the revitalization effort includes providing staff support for the implementation of the rezoning of downtown Hyannis, the regulatory agreement ordinance as well as proposing methods for addressing related traffic and parking issues.
 - c. Commercial revitalization grants. Commercial revitalization grants provide financial and technical assistance to Downtown Hyannis property owners and business tenants to upgrade their commercial properties.
- (3) Interrelationships.
- a. Town Manager. Economic Development interacts directly with the Town Manager's office, primarily through the Assistant Town Manager, who provides direction and supervision.
 - b. Other departments. In addition to the interdisciplinary approach and interrelationships which exist between the programs in the Planning and Development Department, interrelationships commonly exist with the Public Works, Legal, Building Services and Regulatory Services Departments.
 - c. Multimember boards. Interaction with the Planning Board, Zoning Board of Appeals, Barnstable Economic Development Commission, Historical Commission and the Hyannis Main Street Waterfront Historic District Commission.
 - d. Other interactions. Economic Development interacts with the Hyannis Main Street Business Improvement District, the Greater Hyannis Chamber of Commerce, community agencies, groups and private enterprise as well as state agencies to seek effective accomplishment of goals and objectives.”

Section 3. That Section 241-47.30 of the Administrative Code, “Regulatory Services Department” shall be amended by striking out Paragraph A “Building Services Division” in its entirety and re-lettering the remaining paragraphs contained in Section 241-47.30, so that Section 241-47.30 as amended shall read as follows:

“§ 241-47.30

Regulatory Services Department.

The Regulatory Services Department, located within the Administrative Branch, provides efficient and effective public health and public safety services that are environmentally balanced and meet the needs of the community.

A. Conservation Division.

- (1) Mission. Conservation seeks to protect wetland and watershed resources and to set management direction for municipal properties held for conservation purposes.
- (2) Authorities and responsibilities.
 - a. Conservation serves the Conservation Commission through the implementation of three primary objectives: regulatory, land management and land acquisition.
 - b. In respect to regulatory matters, it administers and implements the State Wetland Protection Act (MGL c. 131, § 40) and the Town Wetland Protection Ordinance (Chapter 237 of the Code), which includes review of permit applications and issuance of permits subsequent to Conservation Commission decisions, recordkeeping, public assistance and enforcement.
 - c. In respect to land management, the Conservation Commission develops land management plans for conservation lands within the Town consistent with the Comprehensive Land Management Plan and based upon those policies established by the Commission.
 - d. In respect to land acquisition, Conservation evaluates land proposed for donation for conservation purposes, evaluates potential fee simple acquisitions consistent with the Open Space Plan, evaluates tax title and owners unknown parcels, and implements Town policy dealing with conservation restrictions.
 - e. Conservation seeks to implement other objectives of the Open Space Plan. The division implements a public environmental education agenda, particularly for elementary schools.

(3) Interrelationships.

- a. Town Manager. Conservation interacts for the purpose of conservation facilities management, budgeting, program approval, expenditures, and staff support for Conservation-Commission-related issues coming before the Town Council.
- b. Other departments. Extensive interaction with other municipal components: interaction with Marine and Environmental Affairs in permit review and enforcement matters; interaction with Marine and Environmental Affairs and Public Works, for the purpose of implementation of land management plans for conservation properties; Assessing, Collector, and Treasurer with respect to tax title properties; Legal with respect to Commission representation on adjudicatory matters and land acquisition; and Recreation and Planning for preparation and implementation of the Five-Year Open Space Plan, for approval by the Conservation and Recreation Commissions and Town Council.
- c. Multiple-member boards. Interaction with Conservation Commission for provision of administrative, clerical, and technical support.

B.Consumer Affairs Division.

(1) Mission. Consumer Affairs seeks to protect the public interest through enforcement of laws relating to weights and measures, parking citations and meters, licensing and regulation of certain establishments and processing of civil infractions.

(2) Authorities and responsibilities.

- a. Consumer Affairs is responsible for enforcement of all laws pertaining to the sale of commodities by weight or measure, the inspection and testing of weighing and measuring devices, the operation and use of electronic retail checkout systems, the method of sale of commodities and the labeling of prepackaged commodities.
- b. Consumer Affairs enforces laws regulating hawkers and peddlers, transient vendors and business entities licensed by the Town. It provides technical support to the Licensing Authority and inspection and enforcement activities for establishments licensed by the Licensing Authority.
- c. Consumer Affairs provides collection and adjudication functions for the processing of parking citations and provides an administrative process for all other noncriminal citations issued by the Town agencies, except motor vehicle infractions. It maintains and polices all municipal parking meters and enforces other prohibited parking within the Town, pursuant to local ordinance and general law. It operates pursuant to Town ordinance, and the following MGL Chapters: 94, 95, 96, 97, 98, and 99 concerning weights and measures; 100 concerning auctions, 101 concerning hawkers, peddlers and transient vendors; 136, 138, and 140 concerning licensing; 90 concerning parking; 40 concerning civil infractions; 31 concerning civil service status of Sealer of Weights and Measures.

(3)Interrelationships.

- a. Town Manager. Interaction concerning enforcement of all licensing, advice on establishment of rules, regulations, fee and charges and enforcement of pertinent Town ordinances, and the impact of fees, fines and enforcement activities in the area of parking controls and other noncriminal regulations.
- b. Other departments. Extensive interaction with Planning and Development as well as Marine and Environmental Affairs, particularly as concerns training in the issuance and processing of noncriminal citations, licensing activities, and provision of measurement devices for various purposes. Other interaction is with the police in provision of measurement devices, processing of parking and noncriminal citations, safety inspections for vehicles for hire, and licensing activities and Public Works in provision of measurement devices for various purposes.

C. Health Division.

- (1) Mission. Health seeks to preserve and maintain the Town's public health standards and protect its environmental resources by educational means and by strict enforcement of various health regulations, ordinances, state codes and general and federal laws through the efficient and effective efforts of divisional personnel.”
- (2) Authorities and responsibilities. Health provides administrative support to the Board of Health. It has further responsibilities in respect to the following: communicable diseases; groundwater protection for benefit of drinking water supply; protection of wetlands, surface waters, and shellfish resources from contamination; immunization and vaccination of residents; investigation of all health-related complaints; action and reporting concerning premature-born infants; enforcement of fuel and chemical storage systems regulations; inspect establishments possessing hazardous and/or toxic waste; inspect all food establishments, swimming pools, seasonal rental units, motels, campgrounds, saunas, well installation, well destruction, septic system installations, horse stables; observe test holes and percolation tests; process death certificates; issue all licenses and permits in relation to food establishments, bed-and-breakfast, retail food, continental breakfast, frozen dessert, food unit, milk pasteurization, motel, camp, sauna, vapor baths, swimming pools, burial, stable, disposal works construction, disposal works installer, well construction, funeral director, masseuse, garbage hauler, septage hauler.
- (3) Interrelationships.
 - a. Town Manager. Interaction primarily for program approval, budget, expenditures, and to further provide Manager with information concerning public and environmental health issues and problems; secondarily, and through department, for all other matters.
 - b. Other departments. Interaction is continuous and frequent with all divisions and departments of the Town, as well as federal, state, or regional agencies in order for the division to seek effective accomplishment of its responsibilities.
 - c. Multiple-member boards. Interaction with Board of Health primarily to provide administrative, clerical, and technical support relative to promulgation of regulations and variance request reviews. Reporting on interpretation and implementation of Board regulations and policies as regards compliance levels and public and environmental health problems and concerns.”

Section 4. That the Administrative Code be amended by adding the following new section, Section 241-47.7 Building Services Department:

“§ 241-47.7 Building Services Department.

The Building Services Department, located within the Operational Branch, provides efficient and effective public health and public safety services that meet the needs of the community.

A. Building Services Department.

- (1) Mission. Building Services, under the direction of the Building Commissioner, maintains and enforces all laws, rules, regulations and policies concerning building, wiring, plumbing and gas construction and installation within the Town, as well as to enforce the Town's Zoning Ordinance, [1] for the purpose of protecting the public health and safety of residents. [1] Editor's Note: See Ch. 240, Zoning.
- (2) Building Commissioner appointment. The Town Manager shall appoint a Building Commissioner.
- (3) Authorities and responsibilities. Building Services makes inspections, issues such permits and enforces such regulations and ordinances as may be required by the Town or under the State Building, Wiring, Plumbing and Gas Codes. Through its personnel, it enforces all the provisions of the Zoning Ordinance, and further enforces all the provisions of the Old King's Highway Historic District rules. It operates pursuant to MGL c. 143, 142, 302, Acts of 1973, Chapter 470,

CMR 248, 521, and 780; and NFPA 54 and 58; the Town Zoning Ordinance and Town General Ordinances.

(4) Interrelationships.

- a. Town Manager. Interaction with respect to program approval, budgets, expenditures, as well as enforcement activities of relevant laws.
- b. Other departments. Extensive interaction with other divisions and departments. On a recurring basis, the Building Services interacts with most municipal organizational components in pursuit of its objectives. Assistance is further provided to the Disability Commission and the Zoning Board of Appeals.”

SPONSOR: Mark S. Ells, Town Manager

DATE	ACTION TAKEN
_____	_____
_____	_____

- _____ Read item
- _____ Motion to Open Public Hearing
- _____ Rationale
- _____ Public Hearing
- _____ Close Public Hearing
- _____ Council Discussion
- _____ Move/Vote

BARNSTABLE TOWN COUNCIL

ITEM #2017-140
INTRO: 04/27/17

SUMMARY

TO: Town Council
THROUGH: Mark S. Eells, Town Manager
FROM: Ruth Weil, Town Attorney
DATE: April 27, 2017
SUBJECT: Amendments to the Administrative Code relating to the Community Services Department, the Regulatory Services Department and the Growth Management Department.

RATIONALE: The Fiscal Year 2018 Operation Budget proposes to make several changes to the Town's organizational structure. This item amends the Administrative Code to align it with the proposed organizational structure. Organizational changes are proposed in the Community Services and Regulatory Services Departments. A new department titled Building Services Department is proposed and the name of the Growth Management Department is changed to Planning and Development.

STAFF ASSISTANCE: Ruth Weil, Town Attorney

B. NEW BUSINESS (First reading)

BARNSTABLE TOWN COUNCIL

**ITEM # 2017-141
INTRO: 04/27/17**

2017-141 ADMINISTRATIVE CODE AMENDMENT- CABLE TELEVISION ADVISORY COMMITTEE

ORDERED:

That § 241-14 of the Code of the Town of Barnstable be amended as follows:

By inserting a new paragraph B (3):

(3) The Committee further advises and otherwise assists the Town Manager in establishing rules and regulations for development, servicing, and delivery of Public, Educational and Government (PEG) television policies.

By striking out paragraph C (2) and inserting in place thereof the following:

(2) Town Manager: The Cable Television Advisory Committee interacts with the Town Manager, and otherwise provides advice and recommendations to the Manager in the matter of licensing for the cable contract and establishing rules and regulations for the development, servicing, and delivery of PEG television policies. The Community Services Department provides staff support to the Committee, when requested, in order to effectuate efficient management of the cable license and PEG policies.

So that § 241-14 as amended shall read as follows:

“§ 241-14 Cable Advisory Committee

- A. Term of office. There shall be a Cable Television Advisory Committee consisting of five members.
- B. Authorities and responsibilities.
 - (1) The Cable Television Advisory Committee advises the Town Manager on matters relating to the licensing and supervision of a contract for cable television services in the Town consistent with MGL Chapter 166A. Consistent with the cable television contract, the Committee may be designated by the Town Manager to exercise certain authorities under the contract.
 - (2) The Committee acts as a sounding board for citizen complaints and suggestions relating to the cable television services and shall, under the direction of the Town Manager, refer subscriber complaints to the cable operator for appropriate resolution. The Committee meets not less than once each quarter for the purpose of reviewing cable contract compliance, and advising on other licensing matters. The Cable Television Advisory Committee is an advisory committee of the Town.
 - (3) The Committee further advises and otherwise assists the Town Manager in establishing rules and regulations for development, servicing, and delivery of Public, Educational and Government (PEG) television policies.

C. Interrelationships.

- (1) Town Council: The Cable Television Advisory Committee interacts with the Town Council for the purpose of advising the Town Council on matters relating to issues and legislation concerning cable television matters.
- (2) Town Manager: The Cable Television Advisory Committee interacts with the Town Manager, and otherwise provides advice and recommendations to the Manager in the matter of licensing for the cable contract and establishing rules and regulations for the development, servicing, and delivery of PEG television policies. The Community Services Department provides staff support to the Committee, when requested, in order to effectuate efficient management of the cable license and PEG policies.”

SPONSOR: Mark S. Ells, Town Manager

DATE

ACTION TAKEN

- ___ Read item
- ___ Motion to Open Public Hearing
- ___ Rationale
- ___ Public Hearing
- ___ Close Public Hearing
- ___ Council Discussion
- ___ Move/Vote

BARNSTABLE TOWN COUNCIL

ITEM # 2017-141
INTRO: 04/27/17

SUMMARY

TO: Town Council
THROUGH: Mark S. Eells, Town Manager
FROM: Ruth Weil, Town Attorney
DATE: April 27, 2017
SUBJECT: Administrative Code Amendment- Cable Television Advisory Committee

RATIONALE: The change is proposed to reflect the role of the Cable Advisory Committee in advising the Town Manager in establishing rules and regulations for development, servicing, and delivery of Public, Educational and Government (PEG) television policies.

STAFF ASSISTANCE: Ruth Weil, Town Attorney

B. NEW BUSINESS (First reading)

BARNSTABLE TOWN COUNCIL

**ITEM # 2017-142
INTRO: 04/27/17**

2017-142 AMENDMENTS TO THE CODE OF THE TOWN OF BARNSTABLE TO REFLECT THE CHANGE OF THE DEPARTMENT NAME FROM THE GROWTH MANAGEMENT DEPARTMENT TO THE PLANNING AND DEVELOPMENT DEPARTMENT

ORDERED: The following sections of the Code of the Town of Barnstable are hereby amended by striking out the phrase “Growth Management” where said phrase appears therein and inserting in place thereof the phrase “Planning and Development”:

- § 86-7;
- § 86-8;
- § 112-3D
- § 241-22C(2);
- § 241-47.1D(1)(z);
- § 401-37A.

SPONSOR: Mark S. Ells, Town Manager

DATE	ACTION TAKEN
_____	_____
_____	_____

- _____ Read item
- _____ Motion to Open Public Hearing
- _____ Rationale
- _____ Public Hearing
- _____ Close Public Hearing
- _____ Council Discussion
- _____ Move/Vote

BARNSTABLE TOWN COUNCIL

ITEM # 2017-142
INTRO: 04/27/17

TO: Town Council
THROUGH: Mark S. Eells, Town Manager
FROM: Ruth Weil, Town Attorney
DATE: April 27, 2017
SUBJECT: Amendments to the Code of the Town of Barnstable to reflect the change of the department name from the Growth Management Department to the Planning and Development Department

RATIONALE: The proposed amendments represent housekeeping measures to ensure that the change of the name of the Growth Management Department to the Planning and Development is reflected in the various places in the Barnstable Code where the “Growth Management Department” currently appears.

STAFF ASSISTANCE: Ruth Weil, Town Attorney