



Town of Barnstable Town Council

367 Main Street, 2nd floor, Hearing Room
Village of Hyannis, MA 02601
Office 508.862.4738 • Fax 508.862.4770
E-mail: council@town.barnstable.ma.us

MEETING AGENDA

JAMES H. CROCKER, JR. HEARING ROOM

**January 9, 2020
7:00 PM**

Councillors:

Paul Hebert
President
Precinct 3

Jessica Rapp Grassetti
Vice President
Precinct 7

Gordon Starr
Precinct 1

Eric R. Steinhilber
Precinct 2

Britt Beedenbender
Precinct 4

David Bogan
Precinct 5

Paul C. Neary
Precinct 6

Debra S. Dagwan
Precinct 8

Tracy Shaughnessy
Precinct 9

Matthew Levesque
Precinct 10

Kristine Clark
Precinct 11

Paula Schnepf
Precinct 12

Jennifer L. Cullum
Precinct 13

Administrator:
Cynthia A. Lovell

Administrative
Assistant:
Kelly Crahan

- 1. ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. MOMENT OF SILENCE**
- 4. PUBLIC COMMENT**
- 5. COUNCIL RESPONSE TO PUBLIC COMMENT**
- 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: January 23, 2020

ITEM NO.	INDEX TITLE	PAGE
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A. OLD BUSINESS

2020-073 Appointments to a Board/ Committee/ Commission: **Airport Commission:** John G. Flores, 83 Keveney Lane, Cummaquid, MA as a regular member to a term expiring 06/2021; **Land Acquisition and Preservation Committee:** Douglas Payson, 110 Commerce Road, Barnstable, MA as a regular member to a term expiring 06/2020; **Planning Board:** Aimee Guthinger, 27 Holly Hill Road, Centerville, MA as a regular member to a term expiring 06/2021 **(May be acted upon) (Majority vote)**

B. NEW BUSINESS

2020-074 Appropriation and Transfer Order in the amount of **\$16,500** for the Barnstable Department of Public Works Fiscal Year 2020 Operating Expense Budget for the purpose of funding maintenance at the former Cotuit Elementary School, located at 140 Old Oyster Road, Cotuit, MA **(Refer to Public Hearing 01/23/2020)**

2020-075 Transfer Order of **\$20,000** from the Fiscal Year 2020 Solid Waste Division Capital Improvement Project #2019-141 Roll Off Trailer Replacement to the Fiscal Year 2020 Solid Waste Division Capital Improvement Project #2019-139 Compactor Refurbishing **(May be acted upon) (Majority vote)**

2020-076 Appropriation Order in the amount of **\$169,266.00** Community Preservation Funds for hard and soft costs associated with preservation, rehabilitation and restoration work to the West Barnstable Community Building located at 2377 Meetinghouse Way, West Barnstable, MA **(Refer to Public Hearing 01/23/2020)**

Approve Minutes; December 19, 2019

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

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

BARNSTABLE TOWN COUNCIL

ITEM # 2020-073
INTRO: 12/19/19, 01/09/20

2020-073 APPOINTMENTS TO A BOARD/COMMITTEE/COMMISSION:

RESOLVED: That the Town Council appoints the following individuals to a multiple-member board/committee/commission: **Airport Commission:** John G. Flores, 83 Keveney Lane, Cummaquid, MA as a regular member to a term expiring 06/2021; **Land Acquisition and Preservation Committee:** Douglas Payson, 110 Commerce Road, Barnstable, MA as a regular member to a term expiring 06/2020; **Planning Board:** Aimee Guthinger, 27 Holly Hill Road, Centerville, MA as a regular member to a term expiring 06/2021

SPONSOR: Appointments Committee

DATE	ACTION TAKEN
<u>12/19/19</u>	<u>Refer to Second Reading 01/09/20</u>

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

B. NEW BUSINESS (Refer to Public Hearing 01/23/2020)

BARNSTABLE TOWN COUNCIL

**ITEM # 2020-074
INTRO: 01/09/2020**

2020-074 APPROPRIATION AND TRANSFER ORDER IN THE AMOUNT OF \$16,500 FOR THE BARNSTABLE DEPARTMENT OF PUBLIC WORKS FISCAL YEAR 2020 OPERATING EXPENSE BUDGET FOR THE PURPOSE OF FUNDING MAINTENANCE AT THE FORMER COTUIT ELEMENTARY SCHOOL, LOCATED AT 140 OLD OYSTER ROAD, COTUIT, MA.

ORDERED: That the sum of **\$16,500** be added to the Fiscal Year 2020 Department of Public Works General Fund Operating Expense Budget for the purpose of funding Fiscal Year 2020 expenses related to maintenance of the former Cotuit Elementary School and that to fund this appropriation, \$16,500 be transferred from the General Fund reserves.

DATE	ACTION TAKEN
_____	_____
_____	_____

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

BARNSTABLE TOWN COUNCIL

ITEM # 2020-074
INTRO: 01/09/2020

SUMMARY

TO: Town Council
FROM: Mark S. Ells, Town Manager
THROUGH: Daniel W. Santos, P.E., Director of Public Works
DATE: January 09, 2020
SUBJECT: Appropriation and Transfer Order in the amount of **\$16,500** for the Barnstable Department of Public Works Fiscal Year 2020 Operating Expense Budget for the purpose of funding maintenance at the former Cotuit Elementary School, located at 140 Old Oyster Road, Cotuit, MA.

BACKGROUND: At their November 20, 2019 meeting, the Barnstable School Committee voted unanimously to declare that the former Cotuit Elementary School building, located at 140 Old Oyster Road, Cotuit, Massachusetts, is no longer needed for educational purposes and that the custody and control of said property shall revert to the Town of Barnstable.

ANALYSIS: In order for the Town to maintain the former school and grounds in a manner that protects the asset prior to a decision on the building's eventual disposition, the Department of Public Works requires additional funding in FY 2020 for heating fuel, electricity, water, alarm services, etc.

FISCAL IMPACT: Funding for this appropriation will be provided from the General Fund reserves which has been certified by the State Department of Revenue to have a balance of \$14,688,744.

TOWN MANAGER RECOMMENDATION: Mark S. Ells, Town Manager recommends approval of this supplemental appropriation request.

STAFF ASSISTANCE: Daniel W. Santos, P.E., Director of Public Works and Steven Sundelin, Supervisor, Structures and Grounds Division.

B. NEW BUSINESS (May be acted upon)

BARNSTABLE TOWN COUNCIL

**ITEM # 2020-075
INTRO: 01/09/2020**

2020-075 TRANSFER ORDER IN THE AMOUNT OF \$20,000 TO INCREASE THE FUNDING FOR THE REFURBISHING AND REPAIR OF FIVE COMPACTOR UNITS

ORDERED: That the sum of **\$20,000** be transferred from the Fiscal Year 2020 Solid Waste Division Capital Improvement Project approved under Town Council Order 2019-141 Roll Off Trailer Replacement and added to the Fiscal Year 2020 Solid Waste Division Capital Improvement Project approved under Town Council Order 2019-139, Compactor Refurbishing, for a total appropriation of \$80,000, for the purpose of awarding the winning bid and funding the refurbish and repair of 5 compactor units, including the payment of costs incidental or related thereto, and that the Town Manager is authorized to contract for and expend the funds made available for these purposes.

DATE	ACTION TAKEN
_____	_____
_____	_____

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

BARNSTABLE TOWN COUNCIL

ITEM # 2020-075
INTRO: 01/09/2020

SUMMARY

TO: Town Council
FROM: Mark S. Ells, Town Manager
THROUGH: Daniel W. Santos, P.E., Director of Public Works
DATE: January 09, 2020
SUBJECT: Transfer Order of **\$20,000** from the Fiscal Year 2020 Solid Waste Division Capital Improvement Project #2019-141 Roll Off Trailer Replacement to the Fiscal Year 2020 Solid Waste Division Capital Improvement Project #2019-139 Compactor Refurbishing

BACKGROUND: The Town Council voted and approved the Capital Improvement Project for refurbishing the five compactor units that accept municipal solid waste at the Transfer Station & Recycling Center. The costs associated with the project at the time of approval showed the funding was sufficient to complete the related work.

ANALYSIS: Operation and maintenance of the of the compactor units is essential to the operation of the Transfer Station & Recycling Center. Preventive maintenance prolongs the life of necessary equipment but cannot prevent normal wear and tear. After more than 20 years of use, basic preventive maintenance is not sufficient for continued operation. Refurbishment and replacement of internal parts is required to continue use of the compactors. The cost of the materials needed to perform this work has increased since the approval of the project. This increase has resulted in project bids exceeding the appropriated funding. Using remaining Fiscal Year 2020 Capital Improvement funds from another project will allow the Solid Waste Division to complete work necessary for the efficient operation of the facility for users. Transfer of funds will cover the unexpected increase of costs to refurbish and repair the compactor units and avoid any delays that may result in equipment failure.

FISCAL IMPACT: Capital Improvement Project #2019-141 Roll Off Trailer Replacement has been completed and remaining funds of \$20,513 are due to be returned to Solid Waste Division Reserves. Instead, we are proposing that the remaining funds be redirected to project #2019-139 in order to complete the refurbishment of 5 compactor units. There is no operational budget impact.

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

STAFF ASSISTANCE: Daniel W. Santos, P.E., Director of Public Works; P.J. Kelliher, Supervisor, Solid Waste Division

B. NEW BUSINESS (Refer to Public Hearing 01/23/2020)

BARNSTABLE TOWN COUNCIL

**ITEM# 2020-076
INTRO: 01/09/2020**

**2020-076 APPROPRIATION ORDER IN THE AMOUNT OF \$169,266.00
COMMUNITY PRESERVATION FUNDS FOR HARD AND SOFT COSTS
ASSOCIATED WITH PRESERVATION, REHABILITATION AND
RESTORATION WORK TO THE WEST BARNSTABLE COMMUNITY
BUILDING LOCATED AT 2377 MEETINGHOUSE WAY, WEST
BARNSTABLE, MA**

ORDERED: That, pursuant to the provisions of the Community Preservation Act, G. L. c 44B, the sum of One Hundred Sixty-Nine Thousand Two Hundred Sixty-Six and NO/100 (**\$169,266.00**) dollars be appropriated and transferred from the amount set aside for historic preservation in the Community Preservation Fund and that the Town Manager is authorized to add this appropriation to the sum of One Hundred Fifty-Eight Thousand, Seven Hundred and Thirty and NO/100 (\$158,730.00) appropriated under Agenda Item 2016-114 and expend the total appropriation of Three Hundred Twenty-Seven Thousand, Nine Hundred and Ninety Six and NO/100 (\$327,996.00) made available for preservation, rehabilitation and restoration work on the historic resource consisting of the West Barnstable Community Building, 2377 Meetinghouse Way, West Barnstable for the replacement of failed metal windows with historic wood replicated windows, subject to oversight by the Community Preservation Committee.

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# 2020-076
INTRO: 01/09/2020

SUMMARY

TO: Town Council
FROM: Mark S. Ells, Town Manager
THROUGH: Lindsey Counsell, Chair, Community Preservation Committee on Behalf of Community Preservation Committee
DATE: January 09, 2020
SUBJECT: Appropriation Order in the amount of **\$169,266.00** Community Preservation Funds for hard and soft costs associated with preservation, rehabilitation and restoration work to the West Barnstable Community Building located at 2377 Meetinghouse Way, West Barnstable, MA

BACKGROUND: The Department of Public Works is seeking approval from the Town Council through the Town Manager for \$169,266 in Community Preservation Historic Preservation funds. At the September 16, 2019 Community Preservation Committee meeting, the seven members present voted 6 yes and 1 no for recommendation to the Town Council through the Town Manager, the Department of Public Work's request for additional Historic Preservation funds in the amount of \$169,266 for replacement of failed metal replacement windows with historic wood replicated windows at the West Barnstable Community Building.

ANALYSIS This additional funding request is necessary because all bids received for the project exceeded the \$158,730 Historic Preservation funds previously appropriated under Town Council Order 2016-114. The total project budget amount of \$327,996 for window replacement includes contingencies, and will allow the project to be awarded to the lowest bidder. Replacement of the windows will complete the extensive upgrades that have been performed on the Community Building over the years. The West Barnstable Community Building is a public building built in 1903 and is listed on the National Register of Historic Places and is located in the West Barnstable Village Historic and Old King's Highway Historic Districts.

FISCAL IMPACT: This appropriation is provided from the set-aside for historic preservation funds within the Community Preservation Fund which has an available balance of \$258,177. There is no impact on the general fund operating budget.

TOWN MANAGER RECOMMENDATION: Mark S. Ells, Town Manager upon recommendation of the Community Preservation Committee

STAFF ASSISTANCE: Lindsey Counsell, Chair, Community Preservation Committee