



Town of Barnstable Town Council

367 Main Street, 2nd floor, Hearing Room
Village of Hyannis, MA 02601
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MEETING AGENDA

JAMES H. CROCKER, JR. HEARING ROOM

**January 23, 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 W. Bogan
Precinct 5

Paul C. Neary
Precinct 6

Debra S. Dagwan
Precinct 8

Tracy Shaughnessy
Precinct 9

Matthew Levesque
Precinct 10

Kristine Clark
Precinct 11

Paula Schnepf
Precinct 12

Jennifer L. Cullum
Precinct 13

Administrator:
Cynthia A. Lovell

Administrative
Assistant:
Kelly Crahan

- 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 announcement**
- 9. ORDERS OF THE DAY**
 - A. Old Business**
 - B. New Business**
- 10. ADJOURNMENT**

NEXT REGULAR MEETING: February 6, 2020

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A. OLD BUSINESS

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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 (Public Hearing) (Roll Call) (Majority vote)	5-6
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 (Public Hearing) (Roll Call) (Majority vote)	7-8

B. NEW BUSINESS

NONE AT THIS TIME

Approve Minutes; January 09, 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 (Public Hearing) (Roll call) (Majority vote)

BARNSTABLE TOWN COUNCIL

ITEM# 2020-068

INTRO: 12/19 /2019, 01/23/2020

2020-068 APPROPRIATION AND TRANSFER ORDER IN THE AMOUNT OF \$2.5 MILLION IN COMMUNITY PRESERVATION FUNDS TO INCREASE THE NUMBER AND AVAILABILITY OF COMMUNITY HOUSING UNITS IN THE TOWN OF BARNSTABLE

ORDERED: That, pursuant to the provisions of the Community Preservation Act, G. L. c 44B, the sum of One Million Five Hundred Thousand (**\$1,500,000**) Dollars be appropriated and transferred from the set-aside for Community Housing Funds within the Community Preservation Fund and the sum of One Million (**\$1,000,000**) Dollars be appropriated and transferred from the undesignated amount in the Community Preservation Fund to the Affordable Housing/Growth & Development Trust Fund, and that the Affordable Housing/Growth & Development Trust Fund Board is authorized to contract for and expend the appropriation to increase the number and availability of community housing units within the Town of Barnstable by both funding and initiating projects and programs for that purpose, subject to oversight by the Community Preservation Committee.

SPONSOR: Mark S. Ells, Town Manager upon recommendation of the Community Preservation Committee.

DATE	ACTION TAKEN
<u>12/19/19</u>	<u>Refer to Public Hearing 01/23/2020</u>
_____	_____

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

BARNSTABLE TOWN COUNCIL

ITEM# 2020-068

INTRO: 12/19 /2019, 01/23/2020

SUMMARY

TO: Town Council
FROM: Mark S. Ells, Town Manager
THROUGH: Lindsey Counsell, Chair, Community Preservation Committee
DATE: December 19, 2019
SUBJECT: Appropriation and Transfer Order in the amount of \$2.5 million in Community Preservation Funds to increase the number and availability of community housing units in the Town of Barnstable

BACKGROUND: The Affordable Housing/Growth & Development Trust Fund Board is seeking approval from the Town Council through the Town Manager for \$1.5 million in Community Preservation Community Housing Funds and \$1 million from the Community Preservation Undesignated Fund. 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, for the Affordable Housing/Growth & Development Trust Fund Board's request. Administered by the Trust, the purpose of this project is to increase the number and availability of community housing in Barnstable by both funding programs and projects and initiating same as well. This funding request represents a portion of the total project budget of \$2,673,814 with \$173,814 matching funds provided by the Trust. The Trust was established in 2007 by Town Council order 2007-158 with the purpose of providing for the preservation and creation of affordable housing and promoting sound and prudent economic development. With the increasing housing crisis and renewed sense of purpose, the Trust is preparing to shift to a proactive role in promoting and funding affordable housing in Barnstable. The Trust expects to fund a variety of projects such as: pre-development tasks, feasibility studies on town-owned land; programs to assist first-time homebuyers, gap funding to assist developers in the community, working together with affordable housing programs that are already in place. Maintenance of a reserve fund will allow the Trust flexibility to react to market real estate opportunities as they occur. The use of Community Preservation Act funds must be in accordance with the Community Preservation Act legislation to create, preserve, and support community housing. A provision within the Community Preservation Act legislation specifically allows the Trust to receive a portion of Community Preservation Funds. The project goals outlined by the Trust are consistent with the Local Comprehensive Plan, the Housing Production Plan, and the Town Council Strategic Plan.

FISCAL IMPACT: This appropriation has no impact on the general fund since the entire amount is appropriated and transferred from the community preservation fund. \$1.5 million of this request will be provided from the set-aside in the Community Preservation Fund for Community Housing which has a current balance of \$1,583,087 and \$1 million will be provided from the Community Preservation Fund's undesignated fund balance which has a current available balance of \$6,029,688.

TOWN MANAGER RECOMMENDATION: Mark S. Ells, Town Manager

VOLUNTEER ASSISTANCE: Lindsey Counsell, Chair, Community Preservation Committee

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

BARNSTABLE TOWN COUNCIL

ITEM # 2020-074
INTRO: 01/09/2020, 01/23/2020

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.

SPONSOR: Mark S. Ells, Town Manager

DATE	ACTION TAKEN
<u>01/09/2020</u>	<u>Refer to Public Hearing 01/23/2020</u>

-
- 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, 01/23/2020

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.

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

BARNSTABLE TOWN COUNCIL

ITEM# 2020-076

INTRO: 01/09/2020, 01/23/2020

**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
<u>01/09/2020</u>	<u>Refer to Public Hearing 01/23/2020</u>

- _____ 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, 01/23/2020

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

VOLUNTEER ASSISTANCE: Lindsey Counsell, Chair, Community Preservation Committee