



The Town of Barnstable

Office of Town Manager

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March 16, 2023

To: Barnstable Town Councilors

From: Mark S. Ells, Town Manager

RE: Town Manager update for March 3 through March 16, 2023

1. For all those wishing to run for office in the November 7, 2023 Town Election, the nomination papers will be available on Friday, March 17, 2023 in the Town Clerk's office. The Town Election will include the following: 13 Town Council seats, 3 School Committee seats, and 2 Barnstable Housing Authority seats. Please direct any questions you may have regarding this matter to Ann Quirk, Barnstable Town Clerk.
2. On Wednesday March 8th, the Barnstable Youth Commission hosted their 7th Annual Job Fair at the Hyannis Youth and Community Center. This year, 42 prospective businesses and over 290 students attended the event. The Job Fair was the largest to date, with 13 different schools represented from across the Cape. The largest student participation came from Barnstable High School with over 155 students attending. The Youth Commissioners did a wonderful job planning and organizing the event and assisting job seekers during the job fair.
3. We are proceeding with the Budget Action Calendar for FY2024 as scheduled. On March 14, 2023 the Town Council (via email) received a memo from Mark Milne, Director of Finance, to the Town Manager that outlines increases in the Governor's proposed FY2024 budget to Chapter 70 aid. The Governor's proposed budget is subject to the state legislature passing a budget. We have a reasonable degree of confidence that the proposed budget will receive approval as the legislature typically attempts to add to the budget and rarely subtract. As outlined in the memo the increase in Chapter 70 aid will provide financial support to Barnstable Public Schools to meet the requirements of the Student Opportunity Act. The Capital Budget for FY2024 and Capital Plan for FY2024 to FY2028 have been submitted to the Town Council. Public hearings on the Capital Improvements Plan (CIP) orders are scheduled to begin April 27, 2023. The Town Manager Hearing on proposed changes to fiscal year fees is scheduled for Tuesday, March 21st at 11:00 AM via Zoom. The hearing notice and proposed fees are posted on the Town website. The Superintendent of Barnstable Public Schools continued FY2024 Operating Budget discussions with the School Committee last evening as per the budget calendar. We encourage all to view the proposed FY2024 budget summary presentation. We have a scheduled workshop with Town Council on April 6, 2023 to continue the discussion regarding revenue sources to address the capital costs of implementing the Comprehensive

Wastewater Management Plan. For information on our fiscal year budgets, please view the Town's Open Budget website at <http://budget.townofbarnstable.us>.

4. The Town received competitive bids from bond underwriters on Wednesday, March 8, 2023, for a \$14,550,000, 20-year general obligation bond issue. Janney Montgomery Scott LLC was the winning bidder on the Bonds with an average interest rate of 3.25%. The Town received a total of 10 bids on the Bonds. Bond proceeds will be used to finance various municipal projects. Prior to the sale, S&P Global Ratings, a municipal bond credit rating agency, affirmed the Town's 'AAA' bond rating, the highest rating attainable. The rating agency cited the Town's strong wealth and income indicators, comprehensive set of formalized financial policies and practices, history of strong financial performance with maintenance of very strong reserves, low overall debt and contingent liability profile, and strong institutional framework as positive credit factors.
5. On February 15, 2023, a group of municipal officials met with Lieutenant Governor Kim Driscoll on the proposed regulatory changes to Title 5 and Watershed Permit regulations. A second meeting with the Lieutenant Governor and the Department of Environmental Protection (DEP) was held on March 3, 2023 to continue a discussion regarding comments and concerns expressed to Mass DEP about the proposed regulatory changes. We do anticipate that Mass DEP will promulgate changes to the regulations in the future therefore discussions with Cape Cod communities is critical as the proposed changes have significant impacts on Cape Cod properties. Mass DEP has reached out to the Town and requested a meeting to discuss how the proposed regulations comport with the Town's efforts to implement its approved Comprehensive Wastewater Management Plan. We will keep you advised of our progress on this matter.
6. As stated at the March 2, 2023 Town Manager communication, the Town Attorney's Office with the assistance of outside expert legal counsel led the development of the proposed Town Manager Grant of Locations Regulations Providing Standards for the Placement of Wireless Communication Facilities in the Public Rights of Way, with support from the Planning & Development Department. An initial draft of the regulations was posted on the Town website and made available for public comment on June 30, 2022. Attached is the link to the draft Grant of Location regulations. [Town of Barnstable - Town Manager's Office](#). The authority to adopt and implement these regulations lies with the Town Manager. The Town Manager will hold a hearing on these regulations on March 23, 2023 at 2:00 PM via Zoom. These regulations provide application procedures and standards for the placement of wireless communication facilities in the public rights of way. The purpose of these regulations is to provide a uniform and comprehensive set of objective procedures and standards for the location, placement, installation, height, appearance and operation of personal wireless service facilities in the public ways to meet the needs of residents, business owners and visitors, while protecting public health and safety and the aesthetic character of the community, consistent with applicable state and federal requirements. With these regulations, the Town seeks to maximize local control of wireless communications facilities in the public ways, while ensuring compliance

with state and federal laws and requirements. We will keep you advised as we progress through the review and approval of these draft regulations.

7. Residents who have not yet purchased their 2023 Beach Parking Permit for the upcoming season received a reminder email earlier this week. If you have already mailed, dropped off, or electronically submitted your 2023 Beach Parking Permit application, please disregard the email. If you have not, please apply at your earliest convenience to avoid delays in receiving your permit. The options by which you can obtain a 2023 Beach Parking Permit are as follows:
 - **Online:** If renewing permits from 2022, please search for your renewal email sent from noreply@viewpointcloud.com and follow steps to renew. You may also visit <https://barnstablema.viewpointcloud.com/categories/1089> to purchase your permit(s) online.
 - To access step-by-step guides to the online process, please click on the links below:
 - **Video:** <https://youtu.be/voQZt1ymZpE>
 - **PDF Guide:** <https://www.town.barnstable.ma.us/Departments/Recreation/Online%20Guide-Resident%20Parking%20Permits.pdf>
 - **By Mail:** Mail-in applications can be downloaded from this link: <https://www.town.barnstable.ma.us/Departments/Recreation/Beach-Stickers.asp>
 - Permit applications are available at the Hyannis Youth & Community Center (HYCC), 141 Bassett Lane, Hyannis, MA 02601, if you are unable to print the application.
 - **Drop Box:** Completed forms with all the necessary documentation, stamped self-addressed envelope, and payment, can be placed in the drop box located outside the front door of the HYCC.

If you have any questions, please call the Parking Permit hotline at 508-790-6345 X145 and a Recreation Division team member will get back to you as soon as possible. Please be aware that given the high volume of permit applications, turnaround time for stickers to be issued can be 3-4 weeks.

8. As part our Asset Management Department's ongoing effort to manage town-wide assets we announced during the March 2nd Town Manager Communications that three (3) municipal properties have been declared surplus.

These properties are located at:

- 259 Barnstable Road, Hyannis
- 30 Ocean Street, Hyannis; and
- 164 Route 149, Marstons Mills

Signing the declaration of surplus allows for Asset Management and our Procurement office to prepare Request for Proposals (RFPs) for the disposition of surplus property via sale. The properties located at 259 Barnstable Road and 30 Ocean Street will be issued for disposal without restrictions. The property located at 164 Route 149 in

Marstons Mills has been restricted for affordable housing. You may recall that recently the Town Council acted to change the use on that property by dedicating it for Affordable Housing. The Property Disposition RFP for 259 Barnstable Road, Hyannis will be posted in the Central Register, as required by Mass General Law Chapter 30 B on Wednesday, March 22, 2023. We will be notifying abutters in writing of the disposition and the RFP will be posted and live on Bonfire – our online procurement system - as of Wednesday, March 22, 2023. The Town is also required to advertise in the Local Newspaper and those ads will appear on Sunday, April 9, 2023 and again on Sunday, April 16, 2023 for the property that is submitted. Proposals will be initially due the week of April 24th. Questions on the property can be directed to David Anthony, Director of Asset Management. For questions about the procurement process, please contact Amber Patterson, our Chief Procurement Officer, at 508-737-3280. The RFPs for 30 Ocean Street, Hyannis and 164 Route 149, Marstons Mills are planned to be advertised and issued in the near future. The interested public will be able to find the RFPs on the Bid/RFP page on our Town website under our procurement office. Link provided: <https://townofbarnstable.bonfirehub.com/portal/?tab=openOpportunities>

9. The Superintendent of Barnstable Public Schools Sara Ahern presented the proposed FY 2024 School Department Operating Budget to the School Committee on March 15, 2023. That presentation will be shown following the Town Manager Communication.
10. In response to concerns expressed at a recent meeting I attended with the Osterville Village Association, I would like to take a moment to clarify the Town administration's position on planning and zoning for that village. First, there is no proposal by Town staff for any zoning changes in Osterville; and none are forthcoming.

Osterville Village center is designated by the Cape Cod Commission as an "Activity Center". "Activity Centers" are a planning tool used by the Cape Cod Commission; they were identified by the Commission through a mapping process. This designation does not represent the land use and growth policy for our community. Those positions are formed through our Local Comprehensive Planning (LCP) process; and as you are aware, a LCP update is currently underway.

The LCP is the Town's guiding document for our community's land use future, it establishes where growth will occur and where preservation efforts will be focused. This plan will be shaped by the voices of the residents in the Town of Barnstable, not by the Cape Cod Commission's regional plan.

The Town's Local Comprehensive Plan update is meant to engage our community in meaningful conversations that recognize the potential for growth, and respond to it by developing tools to control, direct, and manage it to protect our quality of life, community character, and environmental health.

The Cape Cod Commission certifies town Local Comprehensive Plans that incorporate a robust community engagement process and the development of goals and strategies that meaningfully address topics outlined in the Commission's plan. This certification allows the Town greater access to funding and planning tools to implement the goals of our local plan.

11. Kelly Collopy, Communications Manager for the Public Works Department, will provide an update on Water Resource Management planning including the Comprehensive Wastewater Management Plan. Ms. Collopy's PowerPoint presentation can be viewed [here](#).