



The Town of Barnstable

Office of Town Manager

367 Main Street, Hyannis, MA 02601

Office: 508.862.4610

Fax: 508.790.6226

www.townofbarnstable.us

Citizens' Resource Line: 508.862.4925

Mark S. Ells, Town Manager

mark.ells@town.barnstable.ma.us

M. Andrew Clyburn, Assistant Town Manager

andy.clyburn@town.barnstable.ma.us

October 21, 2025

To: Barnstable Town Councilors

From: Mark S. Ells, Town Manager

RE: Town Manager update for October 8, 2025, through October 21, 2025

1. The Town Manager through the Finance Department has issued instructions to municipal departments for FY 2027 operating and capital budgets. The Town Manager Calendar Year Fee Hearing is planned for Thursday, November 13, 2025, at 11:00 AM. Following the workshop with Town Council held on September 18, 2025, focusing on fiscal policy and revenue strategy, staff has requested the next fiscal policy and revenue strategy workshop to occur in the first quarter of 2026. For information on our fiscal year budgets, please view the Town's Open Budget website at <http://budget.townofbarnstable.us>.
2. Mark Milne, Director of Finance, and John Curran, Director of Assessing, will provide an overview of two tax levy shifting options the Town Council will vote on tentatively scheduled for the November 6th Town Council meeting. One option considers splitting the tax rate which allocates more of the fiscal year 2026 tax levy to the commercial, industrial, and personal property taxpayers which requires a public hearing. The second option is to consider a residential exemption which allocates more of the residential tax levy to higher valued residential properties and second homeowners. Neither option changes the amount of the tax levy the town can raise. Fiscal year 2026 is a revaluation year for the Town of Barnstable. As a revaluation year, once the town receives its preliminary certification on the proposed property values, it must provide a five (5) working day notice to the public that the proposed values are available for public review. Depending upon when the State Department of Revenue finishes their review of the Town's proposed values will determine whether the Town can proceed with the votes on November 6th.
3. Town Clerk Ann Quirk provides the following Election Information:
The last day to register to vote for the November 4th Town Election is Friday, October 24th and the Town Clerk's office will be open until 5:00 PM for voter

registration. You may apply for a Vote-By-Mail or an Absentee ballot until Tuesday, October 28th. We do not offer Early Voting in Person for the Town Election. However, if you are going to be out of town on November 4th, you can come to the Town Clerk's office to vote on an Absentee ballot.

4. James Kupfer, Director of Planning & Development, [recorded an updated presentation of the Town's Housing Report](#). The recording provides an overview of the Town's Multi-Family Residential Development Report which captures recent multi-family development projects between 2017 through October 2025. The Multi-Family Residential Development Report is structured by three overarching categories: multi-family development within Downtown Hyannis *prior to* the Downtown Hyannis zoning amendment (between 2017 through February 2023); multi-family development within Downtown Hyannis *after* the Downtown Hyannis zoning amendment (between February 2023 through October 2025); and multi-family development not within Downtown Hyannis *prior to and after* the Downtown Hyannis zoning amendment (between 2017 through October 2025). The presentation walks through each of the multi-family development projects within Downtown Hyannis *after* the Downtown Hyannis zoning amendment highlighting the status of each project from in-permitting through final construction, defining the total units including affordable units, and presenting the design drawings including Site Plan and Elevations. The video recording as well as the Town's Multi-Family Residential Development Report document are both accessible for review from the Town's website by clicking the "Housing" button on the left-hand side of the homepage or by clicking [HERE](#). The recording and the Report are listed under "Plans and Reports".
5. The Barnstable Council on Aging will be hosting a Medicare Open Enrollment presentation on Monday, November 17th from 1:00PM – 2:30PM at the Barnstable Adult Community Center. This informative program, presented by Barnstable County, will provide updates on Medicare plans, deadlines and coverage options. Residents interested in attending can call the Council on Aging at (508) 862-4570 to register for this free session.
6. The Town of Barnstable is currently updating its Open Space and Recreation Plan (OSRP) which is a tool through which a community plans for the future of its conservation and recreation resources. The OSRP will provide a blueprint to guide the Town's plans, investments, policies and regulations in support of protecting and enhancing open space and recreation resources. A draft of the updated Open Space and Recreation Plan will be available for public review and comment Wednesday, November 5th. The Plan will be accessible from the Town's website and hard copies will be available at each of the Town's libraries as well as the Planning & Development office located at Town Hall. A

community meeting will be held Wednesday, November 19th at 6:00 PM in person at Town Hall, 367 Main Street, Hyannis within the Hearing Room located on the 2nd floor. The objective of the meeting is to provide an overview of the draft Open Space and Recreation Plan and to obtain public comment as the Town progresses towards finalizing the Plan. Live Portuguese and Spanish interpretation will be available.

7. The Recreation and HYCC Divisions have announced the launch of new registration software. The staff from Community Services, Recreation, and HYCC have been working to build this new website which provides our residents and visitors with an easy to navigate site that is full of information, is equipped with built-in translation capabilities and interfaces with the recently updated HYCC website. Visitors to the site will be able to register for programs, look at public offerings at the HYCC, request meeting space or outdoor recreation facilities, get directions to outdoor recreation spaces and see public calendars listing all programs and events. With support from the Communications Office and Barnstable Public Schools we are getting the message out and our Winter program registration will be conducted with this new software. Please visit the website and create your new account. If you need any assistance, please call HYCC at 508-790-6345 extension #113. The new website is: www.barnstablema.myrec.com.
8. Assistant Town Manager Andy Clyburn will provide an update on the Quality-of-Life workgroup (*see report below*).
9. Kelly Collopy, Communications Manager for the Public Works Department, will provide an update on Water Resource Management planning including the Comprehensive Wastewater Management Plan.

QUALITY-OF-LIFE WORKGROUP UPDATE

Hello, I'm ATM Andy Clyburn here to give another update on the Quality-of-Life workgroup established to look at enforcement efforts across all Town Departments. We have been meeting twice a month to discuss recommendations for improving enforcement with regard to policies and procedures, and communication to the community.

On Thursday **September 4th** a public hearing was held and Town Council voted unanimously to approve proposed revisions to zoning fines.

On **Monday September 22nd** the Planning Board voted to continue **Town Council Item 2026-008**, Home Occupation, **and Town Council Item 2026-012**, Storage of Commercial Vehicles, Trailers and Mobile Homes, to separate public hearings on

Monday **November 10th**. At the close of each public hearing, the Planning Board will take a vote on its recommendation to Town Council for each of the proposed zoning amendments. These items will each require a majority vote of the Planning Board members present and voting. Upon recommendation of the Planning Board, the zoning amendments will proceed to public hearings before Town Council (likely to be in **December at the earliest**.) Adoption of the zoning amendments requires a two-thirds vote of all the members of Town Council.

Town Council is considering adding a new Zoning and Regulatory Standing Committee of the Council. **Item 2026-039** is scheduled for a **Public Hearing and vote on October 23rd**. The Zoning and Regulatory Committee will review and make recommendations to the Council regarding proposed zoning amendments and other proposed regulatory ordinances and amendments submitted to the committee by the Town Manager or by one or more Councilors. The Zoning and Regulatory Committee, on its own initiative, may submit to the Council proposed zoning amendments and other proposed regulatory amendments and ordinances.

If the new standing committee is approved, proposed ordinances and amendments currently under development by our QOL group (such as an updated noise ordinance) will be referred to this Town Council Committee as the initial step in the process. The review by the committee would occur before undertaking the process outlined in Chapter 40A of the General Laws of referral to Town Council to hold a first read and refer to Planning Board. This should provide a more robust process, with more opportunity for public input, when considering proposed zoning and other regulatory ordinances and amendments.

On Thursday **October 9th** Director of Asset Management David Anthony conducted a workshop with Town Council on the use of Town Property and Special Events. We appreciate Town Council input on our evolving permitting processes and look forward to continuing fiscal policy discussions relative to the continued increasing costs to support these events.

The proposed establishment of a Home Occupation Licensing Program within the Inspectional Services Department will be discussed in a workshop with Town Council on Thursday **November 20th**. We anticipate bringing forward the recommended organizational changes, including proposed changes to the Town Code, fee schedule adjustments and public hearings to support the necessary resources at subsequent Town Council Meetings.

Our hope is that by moving the licensing program discussion to November, the ordinances currently under consideration by the Planning Board and the proposed changes to Inspectional Services Department structure and fees will reach Town

Council at the same time later this year, thereby allowing Town Council to consider requests for enforcement resources at the same meeting that they consider adopting the new ordinances.

That concludes today's update. Thank you.