



Town of Barnstable Town Council

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Councilors:

Jessica Rapp Grassetti
President
Precinct 7

Ann B. Canedy
Vice President
Precinct 1

Eric R. Steinhilber
Precinct 2

Paul Hebert
Precinct 3

Frederick Chirigotis
Precinct 4

James H. Crocker
Precinct 5

William Crocker
Precinct 6

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 to the
Town Council:
Barbara A. Ford

Administrative
Assistant:
Cynthia A. Lovell

MEETING AGENDA TOWN HALL HEARING ROOM January 2, 2014 7:00 PM

- 1. ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. MOMENT OF SILENCE**
 - **Cape Cod Regional Transit Authority Administrator Tom Cahir
--- an update on the Transportation Oriented Development (TOD)**
- 4. PUBLIC COMMENT**
- 5. COUNCIL RESPONSE TO PUBLIC COMMENT**
- 6. ACT ON MINUTES (Includes Executive Session)**
- 7. COMMUNICATIONS – from elected officials, boards, committees, staff, commission reports, correspondence and announcements**
- 8. ORDERS OF THE DAY**
 - A. Old Business**
 - B. New Business**
- 9. TOWN MANAGER COMMUNICATIONS**
- 10. ADJOURNMENT**

NEXT REGULAR MEETING: January 16, 2014

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B. NEW BUSINESS

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2014-049	Resolve in accordance with Administrative Code §241, Chapter 37, Article I and Council Rules 11, approving members of the Appointments Committee for 2014: Councilor Ann Canedy; Councilor Will Crocker; Councilor Debra Dagwan; Councilor John Norman; Councilor Eric Steinhilber (May be acted upon)	11

Approve Minutes December 19, 2013.

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.

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

BARNSTABLE TOWN COUNCIL

ITEM# 2014-045
INTRO: 12/19/13, 01/02/14

2014-045 APPROPRIATION ORDER \$94,175 FROM THE BISMORE PARK SPECIAL REVENUE FUND FOR NEW PARKING STATION KIOSKS AT BISMORE PARK

ORDERED: That the sum of \$94,175 be appropriated for the purpose of funding new parking station kiosks and related costs for Bismore Park; and to meet this appropriation, that \$94,175 be transferred from the Bismore Park Special Revenue Fund.

SPONSOR: Thomas K. Lynch, Town Manager

DATE	ACTION TAKEN
<u>12/19/13</u>	<u>Referred to Jan 2, 2014 public hearing</u>
_____	_____

- ___ Read Item
- ___ Motion to Open Public Hearing
- ___ Rationale
- ___ Public Hearing
- ___ Close public hearing
- ___ Council discussion
- ___ Move/vote

BARNSTABLE TOWN COUNCIL

ITEM# 2014-045
INTRO: 12/19/13, 01/02/14

SUMMARY

TO: Town Council
FROM: Thomas K. Lynch, Town Manager
THROUGH: Richard Scali, Interim Director of Regulatory Services
DATE: December 12, 2013
SUBJECT: Appropriation Order of \$94,175 for new parking station kiosks and related costs at Bismore Park

BACKGROUND: The Town of Barnstable Regulatory Services Department is looking to upgrade and replace some old model pay stations located on Ocean Street, Hyannis with up to (5) brand new, state-of-the-art multi-space meters with the capability of accepting coins, bills, credit cards, smart cards and contactless payment options. This system must have the ability to be managed and monitored remotely and be capable of operating in a Pay-by-Space environment.

The decision to convert from a Pay and Display multi-space format to a Pay-by-Space multi-space format was based on the following conditions and goals:

1. The Pay-by-Space system will eliminate the need for customers to return to their vehicle to display the receipt on their dashboard as they currently do. They will now be able to simply “park and go”. This is particularly important for customers who are running late for a dinner reservation or to catch an excursion boat or ferry. This also means that the parking enforcement staff will be less likely to issue a violation to a customer who is in transit to pay or from paying to display proof of payment in the vehicle.
2. The Pay-by-Space system will provide customers a receipt that they can carry around with them so they will no longer have to guess how much time they have left on the meter.
3. With the Pay-by-Space system, customers will be able to pay for or add time to their meter from any other pay station in the Barnstable system. Since those who have already paid have their receipt that shows the lot number and space number they parked in, they will be able to go to any pay station and simply enter this information to add time.

Other important goals for obtaining the new parking revenue equipment include:

1. Increase Payment Options – the ability to accept not only coins (quarters, dollars) as is done today, but credit cards and pay by cell phone.
2. Multi-lingual Display – the ability to provide instructions/directions in multiple languages.
3. Advertising & Messaging Display the ability to display parking promotional information, business district promotions and special event information on the digital display when in resting mode.

4. “Green and Clean” the ability to provide 100% solar powered units as well as hard wire option.
5. Meter Communication Systems the ability to inform customers when certain payment systems are down and what payment systems are still being accepted; or to go to another nearby unit to pay. A remote monitoring system will also provide home office notice of distressed meters, remote rate changing ability in addition to providing real-time utilization and related data.
6. Improve Revenue/Reduce Operational Costs increase revenue through payment options and reduce cash/coin collection costs.
7. Flexibility to change back to Pay & Display if desired.

FISCAL IMPACT:

The appropriation requested is to fund the following items:

1. Up to 5 (Five) Multi-Space Parking Pay Stations at a cost of approximately \$18,000 each, for a total of \$90,000.
2. Digital Patrol Smart Phone Connections approximately \$5.00 per month per machine. Annual costs projected to be \$300; cost for FY14 is \$50.
3. Emergency Management Service (EMS) Approximately \$50 per month per machine. Annual costs projected to be \$3,000; cost for FY14 is \$250.
4. Service and parts contract is approximately \$125 per machine per month. Annual costs projected to be \$7,500. No cost for FY14 as warranty should cover the first year.
5. Awning designed for each machine approximately \$375.00 for each machine totaling \$1,875.00 for FY14.
6. Removal of old rusted meter posts approximately \$2,000 for FY 14.

Total appropriation request is for \$94,175; \$90,000 for 5 Pay Stations, \$1,875 for 5 Awnings, \$2,000 for removal of old posts, \$250 for Emergency management service and \$50 for Digital Patrol Smart Phone. The Bismore Park Special Revenue Fund has sufficient resources to fund this request and the request is in line with the fund’s stated purpose. The current balance in the account is \$218,563. Gross revenue generated from Bismore parking meter receipts in fiscal year 2013 was \$222,572.

TOWN MANAGER RECOMMENDATION: The Town Manager recommends the approval of the transfer of these funds.

STAFF ASSISTANCE: Richard Scali, Interim Director of Regulatory Services and Mark Milne, Finance Director

B. NEW BUSINESS (May be acted upon)

BARNSTABLE TOWN COUNCIL

**ITEM# 2014-046
INTRO: 01/02/14**

2014-046 ACCEPTANCE OF A \$113,700 GRANT FROM THE COMMONWEALTH OF MASSACHUSETTS/COASTAL POLLUTANT REMEDIATION GRANT PROGRAM FOR A HYANNIS HARBOR BOAT PUMP-OUT FACILITY

RESOLVED: That the Town Council does hereby accept a grant from the Coastal Pollutant Remediation Grant Program in the amount of One Hundred Thirteen Thousand Seven Hundred Dollars and 00 Cents (\$113,700.00), for the construction of a stationary pump-out station for commercial vessels, located to serve vessels which operate out of Hyannis Harbor and that the Town Manager is authorized to expend the grant monies for the purpose specified therein.

SPONSOR: Town Manager Thomas K. Lynch

DATE	ACTION TAKEN
_____	_____
_____	_____

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

BARNSTABLE TOWN COUNCIL

ITEM# 2014-046
INTRO: 01/02/14

SUMMARY

TO: Town Council
FROM: Thomas K. Lynch, Town Manager
DATE: December 18, 2013
SUBJECT: Acceptance of a Grant for the construction of a Hyannis Harbor Boat Pump-out Facility

BACKGROUND: The goal of this grant program, which is administered by the Massachusetts Office of Coastal Zone Management (CZM), is to improve coastal water quality by reducing or eliminating non-point sources of pollution, the leading cause of water quality impairment in the nation. This type of pollution occurs when contaminants are picked up by rain, water, and snow melt and carried over land, in groundwater or through drainage systems to the nearest body of water. The grant program also complements the Commonwealth's effort to designate all Massachusetts coastal waters as a No Discharge Area (NDA), prohibiting the discharge of both treated and untreated boat sewage waste.

Barnstable's grant in the amount of \$113,700.00 covers 75% of the cost to construct a stationary pump-out station for commercial vessels. The pump-out facility will be located to serve vessels which operate out of Hyannis Harbor.

Commercial vessels plying the waters of Nantucket Sound, particularly those carrying passengers from Hyannis Harbor to Martha's Vineyard and Nantucket, presently discharge sanitary waste into the Sound. The recent approval of the South Cape Cod and Islands NDA (No Discharge Area) has highlighted the "gap" in the areas designated. This grant, to provide a vessel "pump-out" facility, will go a long way to closing the gap, minimizing discharge in the heart of Nantucket Sound.

FISCAL IMPACT: The matching 25% (\$37,900.00) will be in kind services from staff

TOWN MANAGER RECOMMENDATION: The Town Manager recommends approval of this Resolve.

STAFF ASSISTANCE: Roger Parsons, Town Engineer

B. NEW BUSINESS (Refer to the Planning Board for public hearing)

BARNSTABLE TOWN COUNCIL

**ITEM# 2014-047
INTRO: 01/02/14**

2014-047 AMENDMENT TO ZONING ORDINANCE – SIGN REGULATIONS

ORDERED:

That Chapter 240, The Zoning Ordinance of the Town of Barnstable, Article VII, Sign Regulations be amended by striking Paragraph 240-65C in its entirety and by substituting in its place the following:

“C. The area of all signs for each individual business establishment shall not exceed 10% of the area of the building facade associated with the business establishment that contains the establishment's primary customer entrance or 100 square feet, whichever is the lesser amount. In instances where multiple business establishments share a customer entrance on the same facade, the total square footage for all signs of all business establishments attached to each facade shall not exceed 10% of the total area of the facade associated with the business establishments that contains the establishments' shared customer entrance or 100 square feet, whichever is the lesser amount.”

SPONSOR: Council President Jessica Rapp Grasseti and Vice President Ann Canedy

DATE	ACTION TAKEN
_____	_____
_____	_____

- Read Item
- Motion to Refer to the Planning Board for public hearing
- Move/vote

BARNSTABLE TOWN COUNCIL

ITEM# 2014-047
INTRO: 01/02/14

SUMMARY

TO: Town Council
FROM: Jo Anne Miller Buntich, Growth Management Director
DATE: January 2, 2014
SUBJECT: Amendment to zoning ordinance to clarify language in sign code

BACKGROUND: Upon adoption of the new sign regulations for the BA District in Osterville Village, it was felt that the language in that section provides improved clarity as to how the Sign Regulations are applied town-wide. This proposal means to substitute the language applicable in commercial districts throughout the town with the language adopted with the sign regulations for the BA District in Osterville Village.

ANALYSIS: This amendment does not represent a change in the amount or size of signage that businesses have been allowed under Chapter 240-65C. Instead, it is meant to provide additional clarity for the business community and for regulatory officials as to how the current regulations are applied.

B. NEW BUSINESS (May be acted upon)

BARNSTABLE TOWN COUNCIL

ITEM# 2014-048
INTRO: 01/02/14

2014 -048 RESOLVE TO ESTABLISH TOWN COUNCIL AD-HOC COMMITTEES

RESOLVED, that the Council President in accordance with §241-8, B and Rule 11A, the following ad-hoc committees are hereby established for said purpose:

- Council Compensation Review Committee
- Council Rules Review Committee
- Road Financing Review Committee

SPONSOR: Councilor Jen Cullum

DATE	ACTION TAKEN
_____	_____
_____	_____

- ___ Read Item
- ___ Rationale
- ___ Council discussion
- ___ Move/vote

B. NEW BUSINESS (May be acted upon)

BARNSTABLE TOWN COUNCIL

ITEM# 2014-049
INTRO: 01/02/14

2014 -049 RESOLVE APPROVING THE MEMBERS OF THE APPOINTMENTS COMMITTEE

RESOLVED, that the Council President in accordance with Administrative Code §241, Chapter 37, Article I and Council Rule 11, designates the members of the Appointments Committee for 2014:

- Councilor Ann Canedy
- Councilor Will Crocker, Jr.
- Councilor Debra Dagwan
- Councilor John Norman
- Councilor Eric Steinhilber

SPONSOR: Councilor Jen Cullum

DATE	ACTION TAKEN
_____	_____
_____	_____

- ___ Read Item
- ___ Rationale
- ___ Council discussion
- ___ Move/vote