



Town of Barnstable Town Council

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

MEETING AGENDA

**May 7, 2020
7:00 PM**

The May 7, 2020 meeting of the Barnstable Town Council shall be physically closed to the public to avoid group congregation.

Remote Participation Instructions

Alternative public access to this meeting shall be provided in the following manner:

1. The meeting will be televised via Channel 18 and may be accessed the Channel 18 website at <http://streaming85.townofbarnstable.us/CablecastPublicSite/watch/1?channel=1>
2. Real-time public comment can be addressed to the Barnstable Town Council utilizing the Zoom link or telephone number and access code for remote access below.

Link: Join Zoom Meeting: <https://zoom.us/j/92483537528> Meeting ID: 924 8353 7528

US Toll-free 888 475 4499
Meeting ID: 924 8353 7528

1. **ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **MOMENT OF SILENCE**
4. **PUBLIC COMMENT (Call into the Town Manager's Office number is 508-862-4610)**
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: May 21, 2020

Councillors:

Paul Hebert
President
Precinct 3

Jessica Rapp Grasseti
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

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A. OLD BUSINESS

| | | |
|----------|--|-----|
| 2020-141 | Appropriation and Transfer Order in the amount of \$425,000.00 Community Preservation Funds for the creation and acquisition of a conservation restriction on three wooded lots addressed at 150 and 180 Great Marsh Road and 55 Hayes Road, Centerville 6.2 Acres ± (Public Hearing)(Roll Call Majority) | 3-4 |
| 2020-142 | Supplemental Appropriation in the amount of \$36,000 for the Barnstable Police Department Fiscal Year 2020 Operating Budget for the purpose of funding the costs associated with the hiring of Patrol Officers to fill current vacancies (Public Hearing) (Roll Call Majority) | 5-6 |

B. NEW BUSINESS

| | | |
|----------|--|-------|
| 2020-171 | Acceptance of a grant in the amount of in the amount of \$525,000.00 from the Massachusetts Department of Transportation – Aeronautics Division (May be acted upon) (Roll Call Majority) | 7-9 |
| 2020-172 | Acceptance of a grant in the amount of in the amount of \$172,938.00 from the Massachusetts Department of Transportation (MassDOT) – Aeronautics Division (May be acted upon) (Roll Call Majority) | 10-13 |
| 2020-173 | Transfer Order in the amount of \$101,000.00 for the Fiscal Year 2020 Airport Enterprise Fund Capital Budget (May be acted upon) (Roll Call Majority) | 14-16 |
| 2020-174 | Appropriation and Trnsfer Order in the amount of \$75,000.00 from the set aside Historic Resources in the Community Preservation Fund for the Phase II Preservation and Restoration, Olde Colonial Courthouse, 3046 Main Street (Route 6A), Barnstable, MA (Refer to Public Hearing 05/21/2020) | 17-18 |

Approve Minutes; April 16, 2020

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)

BARNSTABLE TOWN COUNCIL

**ITEM # 2020-141
INTRO: 04/16/2020, 05/07/2020**

**2020-141 APPROPRIATION AND TRAFNER ORDER IN THE AMOUNT OF \$425,000.00
COMMUNITY PRESERVATION FUNDS FOR THE CREATION AND
ACQUISITION OF CONSERVATION RESTRICTION ON THREE WOODED
LOTS ADDRESSED 150 AND 180 GREAT MARSH ROAD AND 55 HAYES
ROAD, CENTERVILLE 6.2 ACRES ±**

ORDERED: That pursuant to the provisions of the community Preservation Act, G.L. c. 44B, the sum of Four Hundred Twenty-Five Thousand and NO/100 (\$425,000.00) Dollars be appropriated and transferred from the amount set aside for open space in the Community Preservation Fund for the creation and acquisition of a conservation restriction for open space and passive recreation on three wooded lots addressed 150 and 180 Great Marsh Road and 55 Hayes Road, Centerville totaling approximately 6.2 acres; that the conservation restriction is hereby approved in the form approved by the Land Acquisition and Preservation Committee and Town Manager subject to further approval by the Secretary of the Commonwealth of Massachusetts Executive Office of Energy and Environmental Affairs; that the Town Manager is authorized to expend the amount appropriated on behalf of the Town for the creation and acquisition of conservation restriction on three wooded lots addressed and that the President and Town Manager are authorized to execute, receive, deliver and record any written instruments for the stated purposes.

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

| DATE | ACTION TAKEN |
|-------------------|---|
| <u>04/16/2020</u> | <u>Refer to Public Hearing 05/07/2020</u> |

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

BARNSTABLE TOWN COUNCIL

ITEM # 2020-141

INTRO: 04/16/2020, 05/07/2020

SUMMARY

TO: Town Council
FROM: Mark S. Ells, Town Manager
THROUGH: Lindsey Counsell, Chair Community Preservation Committee
DATE: April 16, 2020
SUBJECT: Appropriation and Transfer Order in the amount of \$425,000.00 Community Preservation Funds for the creation and acquisition of a conservation restriction on three wooded lots addressed at 150 and 180 Great Marsh Road and 55 Hayes Road, Centerville 6.2 Acres ±

BACKGROUND: At the September 16, 2019 Community Preservation Committee meeting, the seven members present voted unanimously for recommendation to the Town Council through the Town Manager, Orenda Wildlife Land Trust's request for \$425,000 in Community Preservation Open Space/Recreation funds for the acquisition of three wooded lots addressed 150 and 180 Great Marsh Road and 55 Hayes Road, Centerville totaling approximately 6.2 acres. The conservation restriction, which will be granted to the Town of Barnstable, received unanimous approval from the Land Acquisition and Preservation Committee at the February 10, 2020 meeting.

ANALYSIS: This funding request represents a portion of the total purchase price of \$500,000 with \$75,000 in funds to be provided by Orenda, neighbors, and local grants. Orenda would retain ownership of the property, with a conservation restriction to the Town of Barnstable. Each of the three developable lots is located very near to Lake Wequaquet and restriction from development will protect the water quality of Lake Wequaquet as there is no sewer in the area. The property is a mature mixed hardwood forest that serves as a refuge to dozens of songbirds and wildlife and will be preserved as open space. The conservation restriction includes the option of installing three to five parking spaces at the head of the former driveway; rights in driveway will be extinguished. Walking trails will be open to the public for passive recreation only.

FISCAL IMPACT: This appropriation will be provided from the amount set aside for the Open Space and Recreation Program area of the Community Preservation Fund which has a current balance of \$1,888,943. There is no impact on the Town's General Fund.

TOWN MANAGER RECOMMENDATION: Mark S. Ells recommends this appropriation

VOLUNTEER STAFF ASSISTANCE: Lindsey Counsell, Chair, Community Preservation Committee

A. OLD BUSINESS (Public Hearing) (Roll Call Majority)

BARNSTABLE TOWN COUNCIL

ITEM # 2020-142
INTRO: 04/16/2020, 05/07/2020

2020-142 SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF \$36,000 FOR THE BARNSTABLE POLICE DEPARTMENT FISCAL YEAR 2020 OPERATING BUDGET FOR THE PURPOSE OF FUNDING THE COSTS ASSOCIATED WITH THE HIRING OF PATROL OFFICERS TO FILL CURRENT VACANCIES

ORDERED: That the sum of **\$36,000** be added to the Fiscal Year 2020 Police Department General Fund Operating Expense Budget for the purpose of funding a portion of the expenses related to hiring and equipment purchases for nine officers.

| DATE | ACTION TAKEN |
|-------------------|---|
| <u>04/16/2020</u> | <u>Refer to Public Hearing 05/07/2020</u> |

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

BARNSTABLE TOWN COUNCIL

ITEM #2020-142

INTRO: 04/16/2020, 05/07/2020

SUMMARY

TO: Town Council
FROM: Mark S. Ells, Town Manager
THROUGH: Matthew K. Sonnabend, Chief of Police
DATE: April 16, 2020
SUBJECT: Supplemental Appropriation in the amount of **\$36,000** for the Barnstable Police Department Fiscal Year 2020 Operating Budget for the purpose of funding the costs associated with the hiring of Patrol Officers to fill current vacancies

BACKGROUND: The department has 9 patrol officer vacancies they can fill at this time and is currently in the hiring process. We will be enrolling these 9 new police officer recruits in the next available police training academy starting on August 3, 2020 and conducted by the Massachusetts Police Training Council. At the time of the preparation and finalization of the Fiscal Year 2020 budget, the Police Department did not have confirmation on the number of retirements to take place nor the availability of police academy seats that would be available. The costs to hire and secure these 9 academy seats relative to recruiting costs and the outfitting of these recruits requires a supplemental appropriation to the Police Department's Fiscal Year 2020 Operating Budget in the amount of \$36,000 as outlined below for costs not allocated in the original approved budget:

| <u>Expense Item</u> | <u>Unit</u> | <u>Total - 9 Recruits</u> |
|--------------------------------|-------------|---------------------------|
| Medical Exams (x 9) | \$875 | \$7,875 |
| Psychological Assessment (x 9) | \$475 | \$4,275 |
| Physical Agilities Test (x 9) | \$150 | \$1,350 |
| Firearm (x 9) | \$1,100 | \$9,900 |
| Taser (x 9) | \$1,400 | <u>\$12,600</u> |

TOTAL SUPPLEMENTAL BUDGET REQUEST

\$36,000

ANALYSIS: This supplemental appropriation request totals \$36,000 and is comprised of two parts:

1) Pre-employment requirements including medical exams and psychological assessments; and gear.

The items listed above will need to be funded in Fiscal Year 2020 in order to complete the hiring components required by the MPTC Academy (Medical, Psychological and PAT) and enough ordering time for the firearm and taser.

FISCAL IMPACT: Funds will be provided from the General Fund Reserves. The balance was recently certified by the Division of Local Services at \$14,688,744. The appropriation will not be added to the department's Fiscal Year 2021 base Operating Budget.

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

STAFF ASSISTANCE: Matthew K. Sonnabend, Chief of Police; Anne, Spillane, Finance & Support Services Director, Barnstable Police Department

B. NEW BUSINESS (May be acted upon)(Roll Call Majority)

BARNSTABLE TOWN COUNCIL

**ITEM #2020-171
INTRO: 05/07/2020**

2020-171 ACCEPTANCE OF GRANT IN THE AMOUNT OF \$525,000 FROM THE MASSACHUSETTS DEPARTMENT OF TRANSPORTATION – AERONAUTICS DIVISION

RESOLVED, that the Airport Commission by and through the Town Council hereby accepts a grant in the amount of **\$525,000.00** from the Massachusetts Department of Transportation – Aeronautics Division, and that the Airport Commission is authorized to contract for and expend the grant monies for the purpose specified therein.

SPONSOR: Airport Commission

| DATE | ACTION TAKEN |
|-------|--------------|
| _____ | _____ |
| _____ | _____ |

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

BARNSTABLE TOWN COUNCIL

ITEM #2020-171
INTRO: 05/07/2020

SUMMARY

TO: Town Council
FROM: Mark S. Ells, Town Manager
THROUGH: Katie R. Servis, Airport Manager
DATE: May 07, 2020
SUBJECT: Acceptance of a grant in the amount of in the amount of **\$525,000.00** from the Massachusetts Department of Transportation – Aeronautics Division.

SUMMARY: The Airport has been awarded a grant in the amount of \$525,000 from the Massachusetts Department of Transportation – Aeronautics Division Airport Safety and Maintenance Program. The grant award was made because of critical obstructions that need to be removed from the Airport's approaches.

RATIONAL: In January 2020, Barnstable Municipal Airport requested grant assistance from the Aeronautics Division's Statewide Airport Vegetation Management Program for the removal of critical tree and shrub growth within the approaches of two of its runways. The state originally planned to complete the construction portion of the project using funds within its Statewide Vegetation Management Program and state selected contractors but for various reasons, and because of the estimated cost, it was determined that the best course of action was to have the Airport advertise and procure the contractor and be reimbursed for the work by the Aeronautics Division.

The Airport originally budgeted \$300,000.00 (A.O. 2017- 093) for the project and with the Aeronautics Division covering the actual construction costs through its Vegetation Management Program funding; the Airport would use these funds to cover its local share for the design, permitting and construction oversight. With the modified approach to the construction portion of the project (Airport to advertise and procure the contractor with reimbursement for the work performed) the Airport must appeal for use of funds not been previously requested through Town Council.

The entire project is being funded 100% by the Aeronautics Division but is a reimbursable program, therefore the Airport must have the funding in place to conduct the work and request repayment post work completion.

ANALYSIS: The acceptance of this grant will allow the Airport to clear critical obstructions located within the approach for Runway 15 and 24. Seven acres in total are to be cleared allowing for the Airport to meet federal mandates for cleared approaches for safety reasons.

FISCAL IMPACT: The Massachusetts Department of Transportation – Aeronautics Division Airport Safety and Maintenance Program is paying for 100% of the project. See grant award letter attached. The request is to use the airport's reserve fund to cover the project, which will be replenished through the Aeronautics grant. The airport's certified reserve as of July 1, 2019 is \$2,761,211.00.

TOWN MANAGER RECOMMENDATION: Mark S. Ells, Town Manager recommends acceptance of this grant.

STAFF ASSISTANCE: Katie R. Servis, Airport Manager; Mark A. Milne, CPA, Director of Finance



Charles D. Baker, Governor
 Karyn E. Polito, Lieutenant Governor
 Stephanie Pollack, Secretary & CEO
 Jeffrey DeCarlo, Administrator



April 30, 2020

Mr. John Griffin, Chairman
 Barnstable Airport Commission
 Boardman-Polando Field
 480 Barnstable Rd, 2nd Floor
 Hyannis, MA 02601

Re: MassDOT Aeronautics Division Grant Award Notification
 Barnstable Municipal Airport

Dear Mr. Griffin,

The Massachusetts Department of Transportation (MassDOT), Aeronautics Division is pleased to inform you that a state grant has been awarded to your airport for the following project:

| | |
|------------------------|---|
| Airport: | <i>Barnstable Municipal Airport</i> |
| Date of Award: | <i>4/30/2020</i> |
| Project Name: | <i>Tree Clearing</i> |
| Project Number: | <i>2020-HYA-28</i> |
| Grant Number: | <i>20HYATRECLR</i> |
| | <i>\$525,000.00 scheduled as follows</i> |
| Grant Amount: | <ul style="list-style-type: none"> • <i>State Fiscal Year 2020: \$524,500.00</i> • <i>State Fiscal Year 2021: \$ 500.00</i> |
| Grant Expiration Date: | <i>6/30/2020</i> |

Please note, for MassDOT Aeronautics Division to successfully complete your project for state fiscal year 2020, your assistance in meeting the following requirements is greatly appreciated:

1. As with all State FY 2020 state standard contracts, all work on the project must be completed by June 30, 2020, unless otherwise specified in the contract end date. Please refer to the schedule of funding broken out by State FY.
2. In the near future, a State Standard Contract Form and Grant Assurances will be emailed to you in a PDF format. Please make every effort to expedite the approval of the Standard Contract Form and Grant Assurance and return to the Aeronautics Division.

If you have any questions concerning this matter, please call me at (617) 412-3678.

Sincerely,

Thomas F. Mahoney, PE
 Director of Airport Engineering

cc: Airport Manager
 file

Logan Office Center, One Harborside Drive, Suite 205N
 East Boston, MA 02128
 Tel: 617-412-3680, TTY: 857-368-0655
 www.mass.gov/massdot

B. NEW BUSINESS (May be acted upon) (Roll Call Majority)

BARNSTABLE TOWN COUNCIL

**ITEM #2020-172
INTRO: 05/07/2020**

2020-172 ACCEPTANCE OF GRANT IN THE AMOUNT OF \$172,938.00 FROM THE MASSACHUSETTS DEPARTMENT OF TRANSPORTATION – AERONAUTICS DIVISION

RESOLVED, that the Airport Commission by and through the Town Council hereby accepts a grant in the amount of **\$172,938.00** from the Massachusetts Department of Transportation – Aeronautics Division, and that the Airport Commission is authorized to contract for and expend the grant monies for the purpose specified therein.

SPONSOR: Airport Commission

| DATE | ACTION TAKEN |
|-------|--------------|
| _____ | _____ |
| _____ | _____ |

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

BARNSTABLE TOWN COUNCIL

ITEM #2020-172
INTRO: 05/07/2020

SUMMARY

TO: Town Council
FROM: Mark S. Ells, Town Manager
THROUGH: Katie R. Servis, Airport Manager
DATE: May 07, 2020
SUBJECT: Acceptance of a grant in the amount of in the amount of **\$172,938.00** from the Massachusetts Department of Transportation (MassDOT) – Aeronautics Division.

SUMMARY: The Airport has been awarded a grant in the amount of **\$172,938.00** from the Massachusetts Department of Transportation – Aeronautics Division Airport Safety and Maintenance Program. The grant award was made to correct deficiencies in the Fixed Based Operation (pilot lounge/Operations Office) that include relocating a door for safer pilot access and updating the pilot lounge and office space. Due to the COVID-19 crisis, this project was cancelled as the costs associated with this project would have been funded almost entirely by the Airport and MassDOT would pay 80% for to door relocation. However, MassDOT indicated that they could pay for 95% of the total project cost due to other cancelled statewide projects in FY2020.

| | Estimated Cost | Original Funding | | | | Proposed Funding | | | |
|---|---------------------|---------------------|------|--------------------|-----|---------------------|------|---------------------|-----|
| | | Local Share | % | MassDOT/ASMP Share | % | Local Share | % | MassDOT/ASMP Share | % |
| Engineering & Design | \$32,040.00 | \$32,040.00 | 100% | \$0.00 | 0% | \$1,602.00 | 5% | \$30,438.00 | 95% |
| Interior Vestibule Construction | \$95,100.00 | \$19,020.00 | 20% | \$76,080.00 | 80% | \$4,755.00 | 5% | \$90,345.00 | 95% |
| Interior Renovation | \$54,900.00 | \$54,900.00 | 100% | \$0.00 | 0% | \$2,745.00 | 5% | \$52,155.00 | 95% |
| Furniture | \$10,000.00 | \$10,000.00 | 100% | \$0.00 | 0% | \$10,000.00 | 100% | \$0.00 | 0% |
| Totals | \$192,040.00 | \$115,960.00 | | \$76,080.00 | | \$19,102.00 | | \$172,938.00 | |
| <i>Hold off on new furniture FY2020 and use old for now</i> | | | | | | \$9,102.00 | | | |
| <i>Local Savings Realized</i> | | | | | | \$106,858.00 | | | |

RATIONAL: This project was part of the improvements and development identified in the Airport Business Plan. It was submitted to fund an operating capital request for repair of building systems and components. However, due to COVID-19, the Airport had to prioritize expenses with the Airport Operating Budget being the first priority over capital outlay; resulting in many airport projects being cancelled or delayed until we have a better sense of the effects of COVID-19 on our operation.

This project is to update dated and deteriorating interior spaces in the Aircraft Rescue and Firefighting (ARFF) Building, which also serves as the airport’s Fixed Based Operation (FBO)/General Aviation Support Area where we cater to pilots, crew and passengers/customers. The renovation would:

- Update the dated and deteriorating facilities by rehabilitating the waiting areas, pilot’s rest area, and flight planning area on the first floor; and
- Relocate the location of public entrance door as it currently opens out onto an existing Taxiway.

Ninety-five percent funding for a project like this is unprecedented, and typically not a candidate for MassDOT funding; a savings for the Airport of over \$106,000. The grant is for \$172,938.00 with an Airport share of \$9,102.00. The grant funding is offered but is a reimbursable program, therefore the Airport must have the funding in place to conduct the work and request repayment post work completion.

FISCAL IMPACT: The Massachusetts Department of Transportation – Aeronautics Division Airport Safety and Maintenance Program is paying for 95% of the project. See grant award letter attached. The request is to use the airport’s reserve fund to cover the project, which will be replenished through the Aeronautics grant and \$9,102.00 of Airport Reserves to complete the project. The airport’s certified reserve as of July 1, 2019 is \$2,761,211.00.

TOWN MANAGER RECOMMENDATION: Mark S. Ells, Town Manager recommends acceptance of this grant.

STAFF ASSISTANCE: Katie R. Servis, Airport Manager; Mark A. Milne, CPA, Director of Finance



Charles D. Baker, Governor
 Karyn E. Polito, Lieutenant Governor
 Stephanie Pollack, Secretary & CEO
 Jeffrey DeCarlo, Administrator



April 29, 2020

Mr. John Griffin
 Barnstable Municipal Airport
 480 Barnstable Road
 Hyannis, MA 02601

Re: MassDOT Aeronautics Division Grant Award Notification

Dear Mr. Griffin:

The Massachusetts Department of Transportation (MassDOT) Aeronautics Division is pleased to inform you that a state grant has been awarded to your airport for the following project:

| | |
|------------------------|--|
| Airport: | <i>Barnstable Municipal Airport</i> |
| Date of Award: | <i>4/29/2020</i> |
| Project Name: | <i>Relocate Airport Operations Public-Use Door</i> |
| Project Number: | <i>ASMP-2020-HYA-27</i> |
| Grant Number: | <i>HYAVESDOR</i> |
| | <i>\$172,938.00, scheduled as:</i> |
| Grant Amount: | <ul style="list-style-type: none"> • <i>State Fiscal Year 2020: \$172,425.00</i> • <i>State Fiscal Year 2021: \$513.00</i> |
| Grant Expiration Date: | <i>09/30/2020</i> |

The project involves the relocation of the airport operations public-use door in the amount of \$182,040 with MassDOT Aeronautics Division covering 95% of the cost of the project. This work must be completed by June 30th, 2020 (or by the last designated day of the State Fiscal Year). If project is not completed by June 30th, 2020, funding will not be available to support this project next fiscal year outside of the amount shown above for State Fiscal Year 2021.

Please note, for MassDOT Aeronautics Division to successfully complete your project for state fiscal year 2020, your assistance in meeting the following requirements is greatly appreciated:

1. As with all State FY 2020 state standard contracts, all work on the project must be completed by **June 30, 2020**, unless otherwise specified in the contract end date. Please refer to the schedule of funding broken out by State FY.
2. In the near future, a State Standard Contract Form and Grant Assurances will be emailed to you in a PDF format. Please make every effort to expedite the approval of the Standard Contract Form and Grant Assurance and return to the Aeronautics Division.

If you have any questions concerning this matter, please call me at 617-412-3689.

Sincerely,

Owen Silbaugh, PE
 Sr. Project Manager

cc: Katie Servis, KHYA (via email)

Logan Office Center, One Harborside Drive, Suite 205N
 East Boston, MA 02128
 Tel: 617-412-3680, TTY: 857-368-0655
 www.mass.gov/massdot

Leading the Nation in Transportation Excellence

B. NEW BUSINESS (May be acted upon) (Roll Call Majority)

BARNSTABLE TOWN COUNCIL

**ITEM #2020-173
INTRO: 05/07/2020**

**2020-173 TRANSFER ORDER IN THE AMOUNT OF \$101,000 FOR THE FISCAL
YEAR 2020 AIRPORT CAPITAL BUDGET**

ORDERED: That the sum of **\$101,000** be transferred from the available funds under Town Council appropriation order 2014-090 to Town Council appropriation order 2019-104, resulting in a revised appropriation total of \$591,000 in Town Council order 2019-104, for the purpose of funding fiscal year 2020 Airport capital expenses associated with the Aircraft Rescue and Fire Fighting Building Roof Replacement project; and to authorize the Airport Commission to contract and expend the funds for this purpose.

SPONSOR: Mark S. Ells, Town Manager

| DATE | ACTION TAKEN |
|-------|--------------|
| _____ | _____ |
| _____ | _____ |

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

BARNSTABLE TOWN COUNCIL

ITEM #2020-173
INTRO: 05/07/2020

SUMMARY

TO: Town Council
FROM: Mark S. Ells, Town Manager
THROUGH: Katie R. Servis, Airport Manager
DATE: May 07, 2020
SUBJECT: Transfer Order in the amount of \$101,000.00 for the Fiscal Year 2020 Airport Enterprise Fund Capital Budget

SUMMARY: The Airport is requesting that the sum of \$101,000.00 be transferred from A.O. 2014-090 to A.O. 2019-104 for the purpose of funding fiscal year 2020 Airport capital expenses associated with the Aircraft Rescue and Fire Fighting Building Roof Replacement project.

RATIONALE: Barnstable Municipal Airport is requesting transfer to the Fiscal Year 2020 Airport Enterprise Fund Capital Expense Budget to cover the costs associated with the Aircraft Rescue and Fire Fighting Building Roof Replacement project. The Airport budgeted \$490,000.00 (A.O. 2019-104) to replace the roof. Although the lowest bidder for the recently advertised project came in at \$484,200, there are additional funds associated with the Airport's on-call architectural firm, Fennick & McCredie, for construction and related services, including:

- Project existing conditions assessment;
- Project design;
- Project cost estimates;
- Project bid specifications and bid documentation needed for procurement purposes;
- Project contract administration;
- Project permitting;
- Project grant reimbursement requests for FAA and MassDOT Aeronautics Division; and
- Project oversight during construction.

This brought the project over the estimated \$490,000.00 by \$xx

- Original Estimate = \$490,000.00
- Lowest Bidder = \$484,200.00
- Project Administration = \$94,850
- Total Additional Need (Reason for Transfer) = \$100,650

A.O. 2014-090

In 2014, the airport requested funding for the Airport Enterprise Fund Capital Expense Budget to cover Airport Terminal and Building Improvements. We have used these funds for various preventative maintenance projects and emergencies/system failure in the past. Below is the approval of the appropriation order in 2014.

2014-090 APPROPRIATION AND TRANSFER ORDER \$200,000 TO FUND AIRPORT TERMINAL AND BUILDING IMPROVEMENTS INTRO: 03/20/14, 04/03/14, 04/17/14, 05/01/14, 05/15/14

Rationale and presentation given by Airport Manager, Bud Breault
Open public hearing seeing no one close public hearing

Upon a motion that was duly made and seconded it was

ORDERED: That the sum of \$200,000 be appropriated for the purpose of funding the Airport Terminal and Building Improvements as outlined in the FY 2015 - FY 2019 Capital Improvement Plan as recommended by the Town Manager; and that to meet this appropriation, that \$200,000 be transferred from the Airport Enterprise Fund Reserves, and that the Airport Commission is authorized to contract for and expend the appropriation made available for these purposes and be authorized to accept any grants or gifts in relation thereto.

VOTE: Passes 11 Yes (Canedy out of room)

The intent is to use the remaining funds from this original appropriation to supplement the funds needed for the Aircraft Rescue and Fire Fighting Building Roof Replacement project. Any funds not used will be returned to the Airport Enterprise Fund Reserves.

FISCAL IMPACT: The Federal Aviation Administration (FAA) is paying for the vast majority of the project with a matching local share from the Airport. The FAA eligible portion of the roof replacement includes the roof that is used for vehicle storage. The FAA typically does not participate in the area that covers office space. The Airport will cover that portion of the project. The airport's share for this appropriation will be provided from the airport's reserve fund. The airport's certified reserve as of July 1, 2019 is \$2,761,211.00. Alternatively, the Airport also has the ability to use CARES Act funds to cover their portion of the project. Discussions with the FAA on the use of these funds will occur during the month of May 2020.

STAFF ASSISTANCE: Katie R. Servis, Airport Manager; Mark A. Milne, CPA, Director of Finance

B. NEW BUSINESS (Refer to Public Hearing 05/21/2020)

BARNSTABLE TOWN COUNCIL

**ITEM# 2020-174
INTRO: 05/07/2020**

2020-174 APPROPRIATION AND TRANSFER ORDER IN THE AMOUNT OF \$75,000.00 FROM THE SET ASIDE HISTORIC RESOURCES IN THE COMMUNITY PRESERVATION FUND FOR THE PHASE II PRESERVATION AND RESTORATION, OLDE COLONIAL COURTHOUSE, 3046 MAIN STREET (ROUTE 6A), BARNSTABLE

ORDERED: That, pursuant to the provisions of the Community Preservation Act, G. L. c 44B, the sum of Seventy-five thousand and No/100 (75,000.00) Dollars be appropriated and transferred from the amount set aside for historic resources in the Community Preservation Fund and that the Town Manager is authorized to contract for and expend the appropriation made available for Phase II preservation and restoration work on the historic resource consisting of the Olde Colonial Courthouse, 3046 Main Street (Route 6A), Barnstable, including permanent preservation and restoration by augmenting the first floor framing support structure in the oldest part of the building, subject to oversight by the Community Preservation Committee.

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

| DATE | ACTION TAKEN |
|-------|--------------|
| _____ | _____ |
| _____ | _____ |

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

BARNSTABLE TOWN COUNCIL

ITEM# 2020-174
INTRO: 05/07/2020

TO: Town Council
FROM: Mark S Ells, Town Manager
THROUGH: Lindsey Counsell, Chair, Community Preservation Committee
DATE: May 07, 2020
SUBJECT: Appropriation and Trnsfer Order in the amount of **\$75,000.00** from the set aside Historic Resources in the Community Preservation Fund for the Phase II Preservation and Restoration, Olde Colonial Courthouse, 3046 Main Street (Route 6A), Barnstable, MA

BACKGROUND: Tales of Cape Cod is seeking approval from the Town Council through the Town Manager for \$75,000 in Community Preservation Historic Preservation funds. At the April 27, 2020 Community Preservation Committee, the eight members present voted unanimously for recommendation to the Town Council, Tales of Cape Cod, Inc.'s request for funds for permanent restoration of the support structure of the 1st floor in the oldest part of the Olde Colonial Courthouse located at 3046 Main Street, Route 6A, Barnstable Village.

ANALYSIS: This funding request represents a portion of the total project cost of \$175,000 with \$50,000 in emergency funds awarded by the Massachusetts Preservation Projects Fund to address the critical flooring and foundation restoration needed, and \$50,000 to be provided by Tales of Cape Cod. The Olde Colonial Courthouse is a c.1763 historically significant building that served as the courthouse for Barnstable County before becoming a Baptist church in 1905 when the ell was added along with a bell tower. Tales of Cape Cod acquired the building in 1972 and using funds awarded from Massachusetts Historical Commission and Barnstable Community Preservation Funds, Phase I restoration work was completed in June 2019.

Recently, a structural engineer identified 1st floor structural deficiencies that would need to be addressed prior to the holding of the 30-40 events scheduled from May to October by Tales of Cape Cod and the Community. A prioritized architect's report for the building confirmed that repair of the structures below the Main Assembly Space would be required to continue the safe assembly of large groups and was listed as the next priority for restoration of the building.

FISCAL IMPACT: This appropriation will be provided from the funds set-aside for Historic Preservation Projects within the Community Preservation Fund which has a balance of \$88,911.

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

STAFF ASSISTANCE: David Houghton, Assistant Town Attorney, Mark Milne, CPA, Finance Director