



The Town of Barnstable

Office of Town Manager

367 Main Street, Hyannis, MA 02601

Office: 508.862.4610

Fax: 508.790.6226

www.town.barnstable.ma.us

Citizens' Resource Line: 508.862.4925



Mark S. Ells, Town Manager

mark.ells@town.barnstable.ma.us

M. Andy Clyburn, Assistant Town Manager

andy.clyburn@town.barnstable.ma.us

February 4, 2021

To: Barnstable Town Councilors

From: Mark S. Ells, Town Manager

RE: Town Manager update for period January 22, 2020 thru February 4, 2021

1. Chief Sonnabend will provide an overview of the events of February 2, 2021.
2. Andy Clyburn, Assistant Town Manager, shall provide an update on COVID vaccination efforts.
3. As a reminder the Town of Barnstable continues to follow the Orders and Directives of our Governor. The Governor continues to frequently update these Orders and Directives. I encourage everyone to go to the Mass.gov COVID website or the Town of Barnstable website and read these Orders and Directives. As shared by our Assistant Town Manager, key officials of the Town continue to meet daily to plan and implement proper actions which are in step with the Governor's orders and MA DPH guidelines.

We continue to remind everyone to follow the State guidelines and to take these basic precautions which include:

- Wear a face covering;
 - Wash your hands frequently;
 - Maintain proper physical distancing; and
 - Stay home from work, school, sports and other activities when ill.
4. We are proceeding with the tasks in the budget action calendar for FY 2022 as scheduled. For information on our fiscal year budgets please view the Town's Open Budget website at <http://budget.townofbarnstable.us>.
 5. On February 2, 2021 Standard & Poor (S&P) assigned a AAA rating with a stable outlook to our next bond issue and reaffirmed a AAA rating to all our outstanding debt. We plan to issue a \$2.8 million taxable bond this month for private road repairs and a \$10.8 million non-taxable bond in March for FY20 and FY21 capital projects. S&P will issue another report in March for our \$10.8 million issue next month. Finally, I want to thank our Finance Director Mark Milne with specific thanks to Treasurer/Tax Collector Deb Blanchette who performs much of the

work with our financial advisors structuring the bond issue and providing bond counsel all the information they need certify those bonds that are non-taxable.

6. The COVID-19 pandemic necessitated a work force to transition to a remote work environment in order to provide continuity of operations. While working remotely it has become apparent that access to archived paper files is necessary to be effective but they were inaccessible to those working remotely because they were not digitized. It was determined that the best way to access those documents was to have the archives scanned and put into a database that could be accessed remotely. After a trial run using building permits we determined that completing such a project in-house would take years and would not address our immediate or future needs so we contracted for this service. With the assistance of our Finance Director it was determined that digitizing our files was a project that was eligible for CARES ACT funding. Our goal is to digitize over 8,000,000 documents and make them available not only to our staff but to our public as well. The benefits to this project are immeasurable and will continue to benefit our organization and Barnstable residents here forward.
7. In late December Town Council appropriated funding for a rental registration monitoring system. The system by Host Compliance was acquired in January and staff is in the planning phase of implementation with the vendor. This system will help ensure all rental property operators come into compliance with existing regulations. Historically we have used a strictly complaint driven enforcement process. This tool will allow us to take a more active approach towards achieving compliance. Additionally, this system will help provide decision-makers data; data that will better inform any future decisions that may be brought forth on regulating rentals in our community. The vendor is currently working with our Assessing and I.T. staff to obtain Assessor's records required for this effort. Additionally, Inspectional Services staff are working with the vendor this month to implement the monitoring system which we anticipate will be ready for testing in March. The following is a tentative Implementation timeline: April – May 2021: Implement Online registration and monitoring; June 2021: Initiate the Complaints Hotline and testing, compare / contrast the DOR list of registered tax payers with the Host Compliance and notice non-registered persons shifting towards active enforcement. We will keep you advised of our progress on this effort.
8. In our efforts to consider all options for meeting Criterion 5 of the Green Communities Act the Town is looking into alternative energy compliance methods that are stricter than 780 CMR the Massachusetts State Building Code which by reference standard uses the 2018 International Energy Compliance Code. In order for the Town of Barnstable to be able to adopt a stricter standard than what is codified in 780 CMR it would have to do so in a manner that is consistent with M.G.L. c. 143 § 98 which provides that – *The Town Manager may recommend to the board the adoption of rules and regulations imposing more restrictive standards than those established by the state building code....* In this case it would be a proposal for a more restrictive Energy Code. The Building Commissioner is preparing a letter from the Town Manager to the Board for the adoption of such rules and regulation. We plan to submit said letter in February

2021 and keep the Town Council advised of our progress on the matter. The Town Council has also requested a workshop to discuss the stretch code to gather a broader understanding of said code and its applicability here in Barnstable. We are prepared to schedule that workshop.

9. Town Manager update on proposed fiscal policy and associated public communication for the Comprehensive Wastewater Management Plan.
10. Elizabeth Jenkins, Director of Planning and Development, shall provide information as identified on the Town Council agenda on Zoning and on the Local Comprehensive Plan.