



## Board of Selectmen

The Wellfleet Board of Selectmen will hold a public meeting on **Tuesday, January 9, 2018, at 7:00 p.m. at the Wellfleet Senior Center, 715 Old Kings Highway, Wellfleet, MA 02667.** *It is anticipated that the meeting will be recorded by the Town. Anyone else desiring to record the meeting may do so only after notifying the chair and may not interfere with the conduct of the meeting in doing so.*

### **I. Announcements, Open Session and Public Comments**

**Note:** Public comments must be brief. The Board will not deliberate or vote on any matter raised solely during Announcements & Public Comments.

### **II. Legislative Update:** Meeting with Senator Julian Cyr. Discussion includes an update on key topics being discussed on Beacon Hill.

### **III. Public Hearing(s)**

A. Request by Eversource to install cable/conduit on Samoset Avenue.

### **IV. Licenses**

#### **A. Common Victualler**

- Blue Willow
- Bookstore & Restaurant
- Ceraldi
- Cumberland Farms
- Eventide
- Flying Fish
- Harbor Stage
- Mac's Seafood Market
- Mac's Seafood Takeout
- Mac's Shack
- Marconi Beach Restaurant
- Maurice's Campground
- PB Boulangerie Bistro
- The Wagner at Duck Creek
- Wellfleet Cinemas
- Wellfleet Drive In-Flea Market
- Wellfleet Miniature Golf
- Dairy Bar & Grill
- Wellfleet Motel & Lodge
- Wellfleet Preservation Hall
- The Wicked Oyster
- WHAT

#### **B. Weekly Entertainment**

- Ceraldi
- Flying Fish
- Harbor Stage

RECEIVED  
2018 JAN - 5 P 12: 02  
TOWN CLERK  
TOWN OF WELFLEET

**B. Weekly Entertainment**

- Ceraldi
- Flying Fish
- Harbor Stage
- PB Boulangerie Bistro
- The Wagner at Duck Creek
- Wellfleet Cinemas
- Wellfleet Drive In-Flea Market
- Wellfleet Miniature Golf
- Dairy Bar & Grill
- Wellfleet Preservation Hall
- WHAT
- The Wicked Oyster

**C. Class II**

- Slaibi Enterprises (Mobil)

**V. Appointments/Reappointments**

- A. Appointment of David Mead-Fox as a regular member of the Energy Committee.  
B. Appointment of Gorham Brigham as an alternate member of the Energy Committee.

**VI. Use of Town Property - None**

**VII. Business**

- A. Placement of nautical mural display. [Chamber]  
B. Possible disposition of town owned property (land by temporary police station)  
C. Extension of contract with Lawrence Lynch for Tennis Court install project  
D. Send proposed Zoning Bylaws to the Planning Board for Public Hearing per Chapter 40A  
E. Create a Gift Fund for the Wellfleet Arts and Culture District  
F. Report on Town Administrator Review  
G. Estimate of Increased Seasonal Population of 30,000 as required by MGL Ch. 138 sec. 17

**VIII. Town Administrator's Report**

**IX. Topics for Future Discussion**

**X. Correspondence and Vacancy Report**

**XI. Minutes: 12/12/2017 and 12/19/2017 (joint meeting with Finance Committee)**

**XII. Adjournment**



BOARD OF SELECTMEN  
AGENDA ACTION REQUEST  
January 9, 2018

III

**PUBLIC HEARING(S)**

<b>REQUESTED BY:</b>	<b>Eversource</b>
<b>DESIRED ACTION:</b>	<b>Approve installation of cable/conduit</b>
<b>PROPOSED MOTION:</b>	<b>Move to authorize Eversource to install approximately 90 feet of cable/conduit in the public way on Samoset Avenue to provide electric service to customers at 86, 88 and 96 Samoset Avenue in Wellfleet.</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):  
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____

TOWN OF WELLFLEET  
PUBLIC HEARING

Notice is hereby given that a public hearing will be held on Friday, January 5, 2018 at 2:30 p.m. in the Wellfleet Town Hall Conference Room, on the petition of Eversource Energy to install approximately 90 feet of cable/conduit in the public way in Samoset Avenue to provide electric service to customers at 86,88 & 96 Samoset Ave in Wellfleet.  
A copy of the petition is available for inspection in the Administration Office.



BOARD OF SELECTMEN  
AGENDA ACTION REQUEST  
January 9, 2018

IV

**LICENSES - A**

<b>REQUESTED BY:</b>	<b>Licensing Clerk</b>
<b>DESIRED ACTION:</b>	<b>Approval of License Renewals</b>
<b>PROPOSED MOTION:</b>	<p><b>Move to approve the following license renewals:</b></p> <p><b>Common Victualler:</b></p> <ul style="list-style-type: none"><li>• Blue Willow</li><li>• Bookstore &amp; Restaurant</li><li>• Ceraldi</li><li>• Cumberland Farms</li><li>• Eventide</li><li>• Flying Fish</li><li>• Harbor Stage</li><li>• Mac's Seafood Market</li><li>• Mac's Seafood Takeout</li><li>• Mac's Shack</li><li>• Marconi Beach Restaurant</li><li>• Maurice's Campground</li><li>• PB Boulangerie Bistro</li><li>• The Wagner at Duck Creek</li><li>• Wellfleet Cinemas</li><li>• Wellfleet Drive In-Flea Market</li><li>• Wellfleet Miniature Golf</li><li>• Dairy Bar &amp; Grill</li><li>• Wellfleet Motel &amp; Lodge</li><li>• Wellfleet Preservation Hall</li><li>• The Wicked Oyster</li><li>• Wellfleet Harbor Actor's Theater</li></ul>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s): _____
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



BOARD OF SELECTMEN  
AGENDA ACTION REQUEST  
January 9, 2018

IV

**LICENSES - B**

<b>REQUESTED BY:</b>	<b>Licensing Clerk</b>
<b>DESIRED ACTION:</b>	<b>Approval of License Renewals</b>
<b>PROPOSED MOTION:</b>	<b>Move to approve the following license renewals:</b> <b>Weekly Entertainment:</b> <ul style="list-style-type: none"><li>• Ceraldi</li><li>• Flying Fish</li><li>• Harbor Stage</li><li>• PB Boulangerie Bistro</li><li>• The Wagner at Duck Creek</li><li>• Wellfleet Cinemas</li><li>• Wellfleet Drive In-Flea Market</li><li>• Wellfleet Miniature Golf</li><li>• Dairy Bar &amp; Grill</li><li>• Wellfleet Preservation Hall</li><li>• WHAT</li><li>• The Wicked Oyster</li></ul>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):  
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



BOARD OF SELECTMEN  
AGENDA ACTION REQUEST  
January 9, 2018

IV

**LICENSES - C**

<b>REQUESTED BY:</b>	Licensing Clerk
<b>DESIRED ACTION:</b>	Approval of License Renewals
<b>PROPOSED MOTION:</b>	Move to approve the following license renewals: Class II: <ul style="list-style-type: none"><li>• Slaibi Enterprises (Mobil)</li></ul>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



BOARD OF SELECTMEN  
AGENDA ACTION REQUEST  
January 9, 2018

V

## Appointments - A

<b>REQUESTED BY:</b>	Town Administrator
<b>DESIRED ACTION:</b>	Appointment to Energy Committee
<b>PROPOSED MOTION:</b>	Move to appoint David Mead-Fox as a regular member of the Energy Committee with a term ending June 2018.
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):  <b>Note: David Mead-Fox is moving from an alternate member to a regular member filling the vacancy created by the departure of Jeff Tash.</b>
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____





**TOWN OF WELLFLEET**  
**APPLICATION FOR TOWN BOARDS & COMMITTEES MEMBERSHIP**

Wellfleet depends on its citizens to carry out many of our government's activities. Your community needs your help. *Please volunteer.*

DEC - 7 2017

FILL OUT THE FORM BELOW and mail it to:

Wellfleet Selectmen's Office, Town Hall, 300 Main Street, Wellfleet, MA 02667

☐ Name: David Mead-Fox \_\_\_\_\_ Date 12/7/17

Mailing Address: PO BOX 761, 35 PINE POINT WAY, WELLFLEET, MA 02667

Phone (Home) 617-480-6835 \_\_\_\_\_ Phone (Business) \_\_\_\_\_

e-mail: DMEADFOX@GMAIL.COM

☐ Please describe briefly any work experience, including volunteer service, that you feel would be useful to the Town:

I have been serving on the Energy Committee as an Alternate for 1 year and have been an active participant. I currently serve on the Board (and as Treasurer) of the Massachusetts Climate Action Network (MCAN), a non-profit that provides education and information about climate change and renewable energy through town-based Chapters in Massachusetts. Over the course of my career, I have held leadership positions in non-profit management, management consulting, and executive recruiting (in higher education). I retired at the end of 2015 and moved to Wellfleet in July of 2016. In addition to my work with MCAN, I have been working on energy issues in Wellfleet, including energy issue education, energy conservation, and renewable energy. I am the Program Manager of the Outer Cape Energize program encompassing the towns of Eastham, Wellfleet, Truro, and Provincetown.

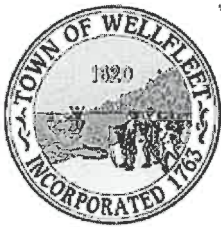
☐ Please add any other information that you think may be useful, including education or other formal training, specialized courses, professional licenses or certifications, etc.:

I have a Ph.D. in Organizational Development and Change from Boston College. I have extensive experience with strategic planning, organization development, human resources and financial management.

☐ Committees/Boards of Interest: 1) Energy Committee

2) \_\_\_\_\_

3) \_\_\_\_\_



BOARD OF SELECTMEN  
AGENDA ACTION REQUEST  
January 9, 2018

V

**APPOINTMENTS - B**

<b>REQUESTED BY:</b>	Town Administrator
<b>DESIRED ACTION:</b>	Appointment to Energy Committee
<b>PROPOSED MOTION:</b>	Move to appoint Gorham Brigham as an alternate member of the Energy Committee with a term ending June 2019.
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):  <b>Note: The proposed appointment of Gorham Brigham as an alternate member is filling the vacancy created by the vote to move David Mead-Fox to a regular member of the Committee.</b>
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



**TOWN OF WELLFLEET**  
**APPLICATION FOR TOWN BOARDS & COMMITTEES MEMBERSHIP**

Wellfleet depends on its citizens to carry out many of our government's activities. Your community needs your help. *Please volunteer.*

FILL OUT THE FORM BELOW and mail it to:

Wellfleet Selectmen's Office, Town Hall, 300 Main Street, Wellfleet, MA 02667

☐ Name GORHAM ("GB") BRIGHAM Date DEC 10, 2017  
Mailing Address PO BOX 600103  
NEWTONVILLE, MA 02460  
Phone (Home) 617-965-2482 Phone (Mobile) 617-584-2001  
e-mail: fgb3@comcast.net

☐ Please describe briefly any work experience, including volunteer service, that you feel would be useful to the Town: Founding donor and continuing volunteer, Wellfleet Preservation Hall.

Over 40 years experience in telecommunications and information technology fields.

☐ Please add any other information that you think may be useful, including education or other formal training, specialized courses, professional licenses or certifications, etc.: \_\_\_\_\_

Education: BSEE, MBA

Through "Solarize" campaigns, installed solar panels on homes in Wellfleet and Newton, MA.

Continuing interest in significance and effects of climate change and mitigation of the planet's carbon footprint through renewable energy generation, storage and use, and other green

Community techniques and practices.

☐ Committees/Boards of Interest: 1) Wellfleet Energy Committee (Alternate Board Member)

2) \_\_\_\_\_

3) \_\_\_\_\_

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BOARD OF SELECTMEN  
AGENDA ACTION REQUEST  
January 9, 2018

VII

**BUSINESS - A**

<b>REQUESTED BY:</b>	Wellfleet Chamber
<b>DESIRED ACTION:</b>	Approval of placement of mural
<b>PROPOSED MOTION:</b>	<b>Move to approve the placement of the mural as presented on the east facing side of the Harbormaster's office building.</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):  
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



Date: January 5, 2018

To: Wellfleet Board of Selectmen

From: Wellfleet Chamber of Commerce, Box 571, Wellfleet MA 02667

**Re: Request for Placement on Board of Selectmen's Agenda**

**Specific Request:** The Wellfleet Chamber of Commerce is requesting that the former Economic Development Committee's mural be repurposed and placed on the east facing side of the Harbormaster's office building.

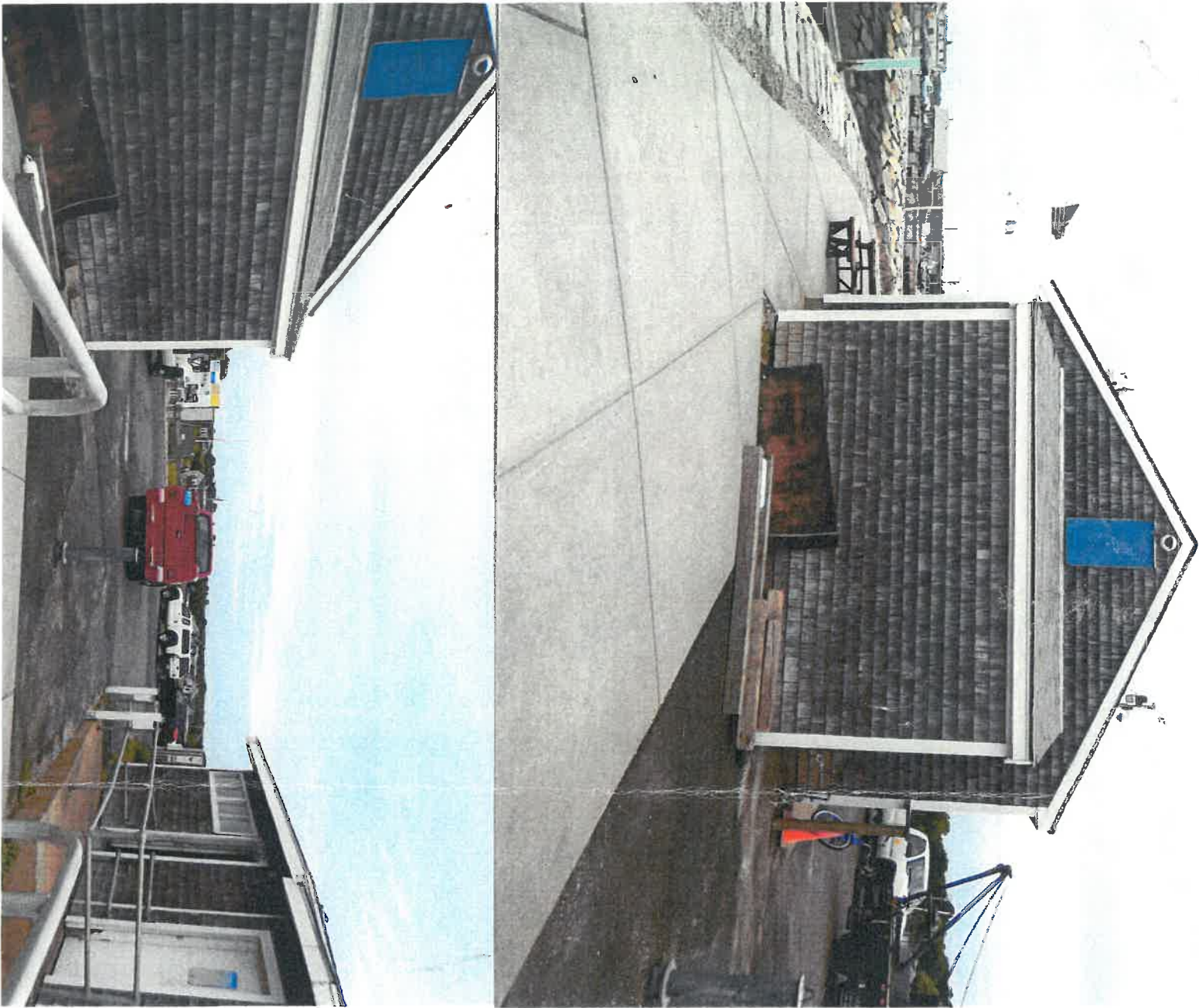
**Synopsis:** This mural project was proposed under the direction of the former Wellfleet Economic Development Committee, who requested donations from the Harborfest Committee and Wellfleet Chamber of Commerce to fund the project. The project proposal was approved however it was not met with support by the community and the mural was taken down shortly after installation. It was transferred to the Police Station where it remained in storage until remodeling of the station required that it be relocated.

Donation breakdown:

Wellfleet Economic Development funds	\$ 4,750
Harborfest funds	\$ 2,500
Wellfleet Chamber of Commerce funds	\$ 3,275
Total cost of mural	\$ 10,525

Since the Economic Development Committee and Harborfest Committee are no longer able to care for fate of the mural, the Chamber would like to suggest a solution to repurpose it. If placed on the east facing side of the Harbormaster's building, it will only be visible from the women's restrooms and sidewalk along the harbor, and it will not obstruct any view of the water or marina. The mural will be informational in nature (not commercial) and is a map of Wellfleet Harbor and surrounding area, and it will further function as a community bulletin board. As an added benefit, it will serve as protection for the side of the Harbormaster's building, which will not have to be re-shingled as frequently.

With support from Building Inspector Justin Post and Harbormaster Mike Flanagan, the Wellfleet Chamber of Commerce would like to repurpose and relocate the former Economic Development's mural so that it can still be utilized by the community.





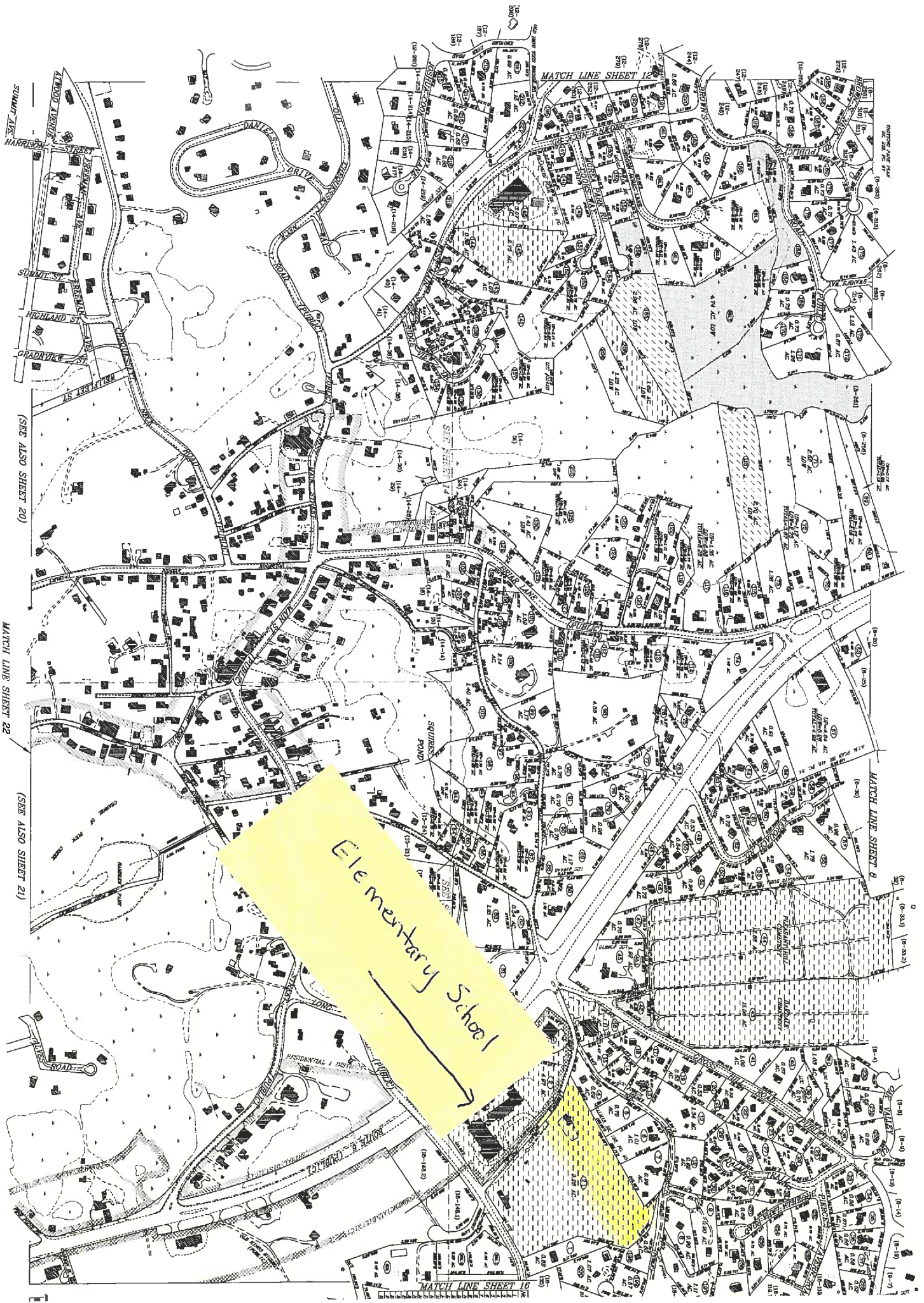


BOARD OF SELECTMEN  
AGENDA ACTION REQUEST  
January 9, 2018

VII

**BUSINESS – B**

<b>REQUESTED BY:</b>	<b>Helen Miranda Wilson</b>
<b>DESIRED ACTION:</b>	<b>Disposition of Town Owned Property</b>
<b>PROPOSED MOTION:</b>	<b>Move to direct the Town Administrator to notify all committees and boards of the potential disposition of town owned land Map 13 parcel 2-1 to the Wellfleet Housing Authority for the purpose of creating additional housing in the Town of Wellfleet.</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s): _____
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



Elementary School

MATCH LINE SHEET 16

MATCH LINE SHEET 8

MATCH LINE SHEET 12

(SEE ALSO SHEET 20)

MATCH LINE SHEET 22

(SEE ALSO SHEET 21)



BOARD OF SELECTMEN  
Policy on Disposition of Town-owned Land  
Original Date: September 23, 2003  
2003-1

Revised:  
Reaffirmed:

## **Purpose**

This policy was developed to encourage thorough consideration of requests for transfer of ownership or control of Town-owned land. This policy will attempt to ensure that the process for consideration of any request will take place in an organized, logical and transparent manner, and that all requests will be treated consistently and fairly.

## **General Procedure**

The Board of Selectmen is responsible for all town-owned land that is not otherwise designated to the custody of another board, committee or department. Any town committee or board may petition the Board of Selectmen for recommendation of a specific parcel when they have a need or use for such land based on criteria which reflect the committee's or board's charge as authorized under the Town Charter or other applicable law. The Select Board will instruct the Town Administrator to review such application with all town boards, committees and departments so that they may be aware of such application and offer comments upon it. The Planning Board, because its charge overlaps other committees and boards, will provide its assessment after reviewing the inputs from other committees and boards. The Board of Selectmen shall take such comments into account in deciding whether to pursue the approval of the transfer by a Town Meeting vote.

## **Review Schedule**

1. Any request for disposition of Town-owned property shall be made in writing to the Board of Selectmen accompanied by appropriate maps, an explanation of the intended use and justification based on the committee's, board's or department's charge.
2. Within fourteen (14) days of receiving any request, The Board of Selectmen shall charge the Town Administrator to notify all committees, boards, departments and other potentially interested parties.
3. Any Town committee, board, department or other interested group will evaluate an application based on the charge that the reviewing committee has been given under the Town Charter or other applicable law.

4. Within forty-five (45) days of the Town Administrator's notice, any party wishing to comment on the proposal shall do so in writing, and shall file said written comments with the Town Administrator. The Town Administrator shall forward all comments to the Planning Board and Board of Selectmen. All comments received shall be available for inspection by the public at the Town Administrator's office.
5. The Planning Board will review the application and all comments and shall report to the Board of Selectmen, by way of the Town Administrator, within a period of 30 days from the receipt of the information from the Town Administrator.
6. Within fourteen (14) days of the receipt of comments from the Planning Board, the Town Administrator shall review the comments and make a recommendation to the Board of Selectmen.
7. Within thirty (30) days, the Board of Selectmen shall review the proposal, the comments received, the Town Administrator's recommendation, and shall make a final decision to approve the request and whether to place the request on the Town Meeting Warrant or take any other appropriate action.

#### **Recommended Timeline**

The following timeline is recommended for any proposal requiring *Annual* Town Meeting approval. It is recommended that submissions for this review process should be made at least sixteen (16) weeks prior to any Special Town Meeting.

<u><b>Deadline</b></u>	<u><b>Task</b></u>
November 15	Written proposal submitted to Board of Selectmen
December 1	Town Administrator notifies all committees, boards, departments and other potentially interested parties
January 15	45-day comment period ends and information conveyed to Planning Board
February 14	Planning Board Recommendation to Town Administrator and to Board of Selectmen
March 15	Board of Selectmen final decision to publish in Town Warrant



BOARD OF SELECTMEN  
AGENDA ACTION REQUEST  
January 9, 2018

VII

**BUSINESS – C**

<b>REQUESTED BY:</b>	Assistant Town Administrator
<b>DESIRED ACTION:</b>	Approval of contract extension
<b>PROPOSED MOTION:</b>	Move to authorize the Town Administrator to sign the contract extension with Lawrence Lynch, Corporation for the reconstruction of the tennis courts at Baker Field.
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____

**OWNER-CONTRACTOR AGREEMENT  
FOR PUBLIC WORKS CONSTRUCTION FOR  
RECONSTRUCTION OF TENNIS COURTS AT BAKER FIELD**

**FIRST CONTRACT EXTENSION**

THIS AGREEMENT made this 9<sup>th</sup> day of January in the year Two Thousand and Eighteen, between **Lawrence Lynch, Corp.**, with a usual place of business at 396 Gifford Street, Falmouth, MA, hereinafter called the CONTRACTOR, and the Town of Wellfleet, acting by its chief procurement officer, with a usual place of business at 300 Main Street, Wellfleet, MA 02667, hereinafter called the OWNER is an agreement for an extension to the current contract plus the changes below to a completion deadline of May 15, 2018. The CONTRACTOR and the OWNER, for the consideration hereinafter named, agree as follows:

1. Scope of Work Under First Contract Extension

Remaining work to be completed:

- A. Fence Repairs
- B. Net Post Sleeve Repairs (cap locations)
- C. Surfacing Repairs (puddle areas)
- D. Loam and Seed Repairs (washouts and seeding)

The rebate on the Split Rail Fencing will be handled in this manner:

Req Item 0000100 Fencing had a value of \$65,000.00 You have been billed and paid minus the 5% retainage a total of \$63,999.00. You will not be billed for the remaining \$1,001.00 under this item which was for reinstalling the fence that the Town chose to replace instead of re-install the old fencing as under the original contract.

A value of approximately \$17,644 shall be held as retainage until complete completion of the project.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals, the Owner by its authorized representatives who, however, incur no personal liability by reason of the execution hereof or of anything herein contained, as of the day and year first above written.

CONTRACTOR:

OWNER: Town of Wellfleet  
By its Town Administrator Acting as Chief  
Procurement Officer

By: \_\_\_\_\_  
Printed Name:  
Title:

\_\_\_\_\_  
Name: Daniel Hoort, Town Administrator



BOARD OF SELECTMEN  
AGENDA ACTION REQUEST  
January 9, 2018

VII

**BUSINESS - D**

<b>REQUESTED BY:</b>	Assistant Town Administrator
<b>DESIRED ACTION:</b>	Refer Zoning Articles to Planning Board
<b>PROPOSED MOTION:</b>	<p>Move as per M.G.L. Chapter 40A Section 5 to submit the following proposed zoning bylaw adoptions and amendments to the planning board for drafting, review and editing in preparation for public hearing and placement on the Annual Town Meeting warrant:</p> <ol style="list-style-type: none"><li>1. Proposed amendment to Large Scale Ground Mounted Solar Photovoltaic Installations Bylaw 10.8.6</li><li>2. Proposed amendment to the Home Occupation 6.22.2 (5) Zoning Bylaw</li><li>3. Proposed adoption of a Food Truck Zoning Bylaw Definition</li><li>4. Proposed adoption of a Food Truck Zoning Bylaw Use Table</li><li>5. Proposed adoption of an Affordable Flexible Residential Design Zoning Bylaw</li><li>6. Proposed adoption of a Special Permit/Site Plan Review for Impactful Commercial Uses Zoning Bylaw</li></ol>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s): _____
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



BOARD OF SELECTMEN  
AGENDA ACTION REQUEST  
January 9, 2018

VII

**BUSINESS - E**

<b>REQUESTED BY:</b>	Assistant Town Administrator
<b>DESIRED ACTION:</b>	Approval of Gift Fund
<b>PROPOSED MOTION:</b>	Move to establish a special gift fund account to receive donations and other revenue for the Wellfleet Arts and Culture District, pursuant to Massachusetts General Laws Chapter 44, Section 53A, the proceeds of which shall be used without further appropriation under the direction of the Town Administrator and the Board of Selectmen
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):  
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



BOARD OF SELECTMEN  
AGENDA ACTION REQUEST  
January 9, 2018

VII

**BUSINESS - F**

<b>REQUESTED BY:</b>	Chair
<b>DESIRED ACTION:</b>	Accept Town Administrator review report
<b>PROPOSED MOTION:</b>	<b>Move to accept the report of the Town Administrator's review</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



BOARD OF SELECTMEN  
AGENDA ACTION REQUEST  
January 9, 2018

VI

**BUSINESS - G**

<b>REQUESTED BY:</b>	Jeanne Maclauchlan, Principal Clerk
<b>DESIRED ACTION:</b>	Estimate of Seasonal Population
<b>PROPOSED MOTION:</b>	Move to set an estimated seasonal population increase for Wellfleet as of July 10, 2018 of 30,000 as required by M.G.L. Chapter 138 section 17
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



## 2018 Seasonal Population Increase Estimation Form

City / Town:

Wellfleet

Date:

January 9, 2018

Alcoholic Beverages Control Commission  
239 Causeway Street  
Boston, MA 02114

To Whom It May Concern:

Acting under authority contained in M.G.L. Ch. 138, s17, as amended, our Board at a meeting held on

January 9, 2018

Date of Meeting

, estimated that the temporary increased resident population

of

Wellfleet

City / Town Name

, as of July 10, 2018 will be

30,000

Estimated Population

This estimate was made and voted upon by us at a meeting called for the purpose, after due notice to each of the members of the time, place and purpose of said meeting, and after investigation and ascertainment by us of all the facts and after cooperative discussion and deliberation. The estimate is true to the best of our knowledge and belief.

The above statements are made under the pains and penalties of perjury.

Very truly yours,  
Local Licensing Authorities

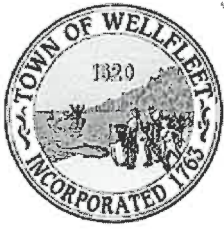
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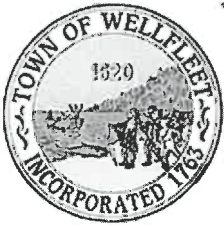
This certificate must be signed by a majority of the members of the local licensing authority.



BOARD OF SELECTMEN  
AGENDA ACTION REQUEST  
January 9, 2018

VIII

**TOWN ADMINISTRATOR'S REPORT**



# TOWN OF WELFLEET

300 MAIN STREET WELLFLEET MASSACHUSETTS 02667  
Tel (508) 349-0300 Fax (508) 349-0305  
www.wellfleetma.org

To: Board of Selectmen  
From: Dan Hoort, Town Administrator  
Subject: Town Administrator's Report  
Date: January 5, 2018

This report is for the period December 9, 2017 through January 5, 2018.

1. General

- none

2. Fiscal Matters

- Town Administrator's FY 2019 budget has been delivered to Board of Selectmen and Finance Committee.

3. Meetings

- December 12 – Board of Selectmen meeting
- December 13 – Community Preservation Committee meeting
- December 15 & 18 – Vacation Days
- December 19 – Meeting to discuss expansion of internet to more Wellfleet residents
- December 19 – Joint meeting of Board of Selectmen and Finance Committee
- December 22 – Meeting with Friends of Herring River
- December 27 – Finance Committee meeting
- December 28 – Meeting with Eversource representative
- January 2, 3 & 4 – Emergency Preparedness conference calls
- January 5 – Meeting with Truro Town Manager Rae Ann Palmer

4. Complaints.

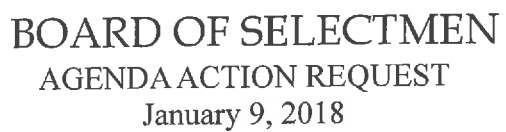
- Snow removal on the walkway at the Pier

5. Miscellaneous.

- none

6. Personnel Matters:

- Best wishes to Fire Captain Thomas Ferreira who retired from the Wellfleet Fire Department after 41 years with the Department.



IX

[illegible]



BOARD OF SELECTMEN  
AGENDA ACTION REQUEST  
January 9, 2018

X

**CORRESPONDENCE AND VACANCY REPORT**

Date: January 5, 2017  
To: Board of Selectmen  
From: Jeanne Maclauchlan  
Re: Vacancies on Town Boards

**Building and Needs Assessment Committee (5 Members)**

Vacant Positions	Appointing Authority	Length of Term
2 Positions	Board of Selectmen	3 years
Requesting Appointment: No applications on file		

**Cable Advisory Committee (5 Members)**

Vacant Positions	Appointing Authority	Length of Term
2 Positions	Board of Selectmen	1 year
Requesting Appointment: No applications on file		

**Commission on Disabilities (up to 7 Members)**

Vacant Positions	Appointing Authority	Length of Term
6 Positions	Board of Selectmen	3 years
Requesting Appointment: No applications on file		

**Comprehensive Wastewater Management Planning Committee (7 Members)**

Vacant Position	Appointing Authority	Length of Term
3 Positions	Board of Selectmen	3 years
Requesting Appointment: No applications on file		

**Council on Aging Committee (11 Members)**

Vacant Position	Appointing Authority	Length of Term
1 Position	Board of Selectmen	7 months to complete term
Requesting Appointment: No applications on file		

**Cultural Council (no more than 15 members)**

Vacant Positions	Appointing Authority	Length of Term
2 positions	Board of Selectmen	3 years
Requesting Appointment: No applications on file		

**Energy Committee (11 members total)**

Vacant Positions	Appointing Authority	Length of Term
1 position	Board of Selectmen	3 years
1 BOS Rep	Board of Selectmen	BOS Term
Requesting Appointment: Two applications on file		

**Finance Committee (9 members, 2 alternate)**

Vacant Positions	Appointing Authority	Length of Term
1 Position	Town Moderator	3 years
2 Alternate Positions		3 years
Requesting Appointment: No applications on file		

**Herring Warden (1 Warden, 1 Assistant Warden)**

Vacant Positions	Appointing Authority	Length of Term
1 Assistant Position	Board of Selectmen	3 years
Requesting Appointment: No applications on file		

**Local Housing Partnership (5 Community Members)**

Vacant Positions                      Appointing Authority  
1 Community Position              Board of Selectmen  
Requesting Appointment: No applications on file

Length of Term  
6 months to complete term

**Personnel Board (4 members + TA + FinCom Rep)**

Vacant Positions                      Appointing Authority  
3 Positions                              Board of Selectmen  
Requesting Appointment: No applications on file

Length of Term  
3 years

**Planning Board (7 members)**

Vacant Positions                      Appointing Authority  
1 Position                                Board of Selectmen  
Requesting Appointment: One application on file

Length of Term  
5 years to complete term

**Recycling Committee (11 members)**

Vacant Positions                      Appointing Authority  
1 Position                                Board of Selectmen  
Requesting Appointment: No applications on file

Length of Term  
3 years

**Shellfish Advisory Board (7 Members, 2 Alternates)**

Vacant Positions                      Appointing Authority  
1 Alternate Position                  Board of Selectmen  
Requesting Appointment: One application on file

Length of Term  
3 years



BOARD OF SELECTMEN  
AGENDA ACTION REQUEST  
January 9, 2018

XI

MINUTES

REQUESTED BY:	Executive Assistant
DESIRED ACTION:	Approval of meeting minutes
PROPOSED MOTION:	<p>I move to approve the minutes of December 12, 2017 as printed /as amended.</p> <p>I move to approve the minutes of December 19, 2017 as printed /as amended</p>
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



# DRAFT

## Wellfleet Board of Selectmen Minutes of the Meeting of December 12, 2017 Wellfleet Senior Center 7:00 p.m.

**Present:** Chair Dennis Murphy, Kathleen Bacon, Janet Reinhart, Helen Miranda Wilson; Town Administrator Dan Hoort

**Regrets:** Jerry Houk

Chair Murphy called the meeting to order at 7:00 p.m.

### **Announcements, Open Session and Public Comment**

- Dan Hoort introduced Radu Luca, new executive assistant and selectmen's secretary.
- Fire Chief Richard Pauley reported that donations of 1,066 toys put Wellfleet in top five Cape towns in this year's Toys for Tots Drive.
- Lilli-Ann Green reported on the Assembly Delegate's **recent meeting to resolution on discuss** emigration issues. She said that there would be a hearing to discuss these issues in the future. She recommended viewing this **meeting** and others, on the Assembly's website.

### **Public Hearings**

#### ***W.H.A.T. Manager***

Wellfleet Harbor Actor's Theater, Route 6, had requested a change of manager from Jeffry George Cismoski to Christopher Scott Ostrom.<sup>1</sup> Christopher Ostrom introduced himself and answered Bacon's questions on the Yule for Fuel event **which was cancelled this year**.

Reinhart moved to approve the change of manager at the Wellfleet Harbor Actor's Theater from Jeffry George Cismoski to Christopher Scott Ostrom. Wilson seconded, and the motion carried 4-0.

#### ***Wicked Oyster Closing Dates***

The Board had received a November 20, 2017 request from Ken Kozak to close the Wicked Oyster from January 2, 2018 through February 28, 2018.<sup>2</sup> Murphy commented on the number of restaurants that would be closed in winter. Only two will remain open all winter. **Wilson said that she supported whatever decision restaurant owners might make with respect for their own business cycles.**

Reinhart moved to approve the closure of the Wicked Oyster from January 2, 2018 to February 28, 2018. Bacon seconded, and the motion carried 4-0.

#### ***Bombshelter Pub Hours***

A request received November 22, 2017 from Caroline Parlante asked to permit the Bombshelter Pub to remain open until 2 a.m. on New Year's Eve, December 31, 2017 into New Year's Day, January 1, 2018.<sup>3</sup>

Wilson moved to approve the Bookstore's request to permit the Bombshelter Pub to remain open until 2 a.m. on New Year's Eve, December 31, 2017 into New Year's Day, January 1, 2018. Janet Reinhart seconded, and the motion carried 4-0.

### **Licenses**

Vintage Auto had requested a Class II license for Richard Bell's emporium on the corner of Whit's Lane.<sup>4</sup>

Janet Reinhart moved to approve the Vintage Auto request for a Class II license. Kathleen Bacon seconded, and the motion carried 4-0.

### **Appointments**

Fire Chief Richard Pauley presented Mr. Gary Doolittle and recommended his appointment as full-time Firefighter/Paramedic for the Wellfleet Fire Department.<sup>5</sup>

Wilson moved to approve the appointment of Gary Doolittle as full-time Firefighter/Paramedic for the Wellfleet Fire Department. Reinhart seconded, and the motion carried 4-0.

Chief Pauley introduced and recommended that Samuel McGough be appointed as new on-call member for the Wellfleet Fire Dept.<sup>7</sup>

Reinhart moved to approve the appointment of Samuel McGough as new on-call member for the Wellfleet Fire Department. Kathleen Bacon seconded, and the motion carried 4-0.

### **Business**

#### ***Update on White Crest Beach Parking Lot expansion***

Suzanne Thomas, Beach Director, and engineer Dave Michniewicz presented a preliminary plan for expanding the parking lot area at White Crest Beach to provide 1,000 parking spaces. Thomas explained that additional parking lot attendants would be needed to staff the lot but that increased parking revenue would pay for that. Paving The surface of the lot has not yet been determined. Bacon spoke in favor of using a gravel-based pavement. Chair Murphy discussed potential municipal uses for the sand excavated from the lot area. Sand has become a valuable commodity.

From the audience, Chuck Cole asked about holding a hearing for the large number of parking spaces and about a phased approach to creating the lot. Mike Kubiak commented on use of the material that would be dredged out of the harbor. Selectmen-Murphy indicated that such material was not suitable for use for the parking lot. Wilson recommended that the first lot be developed as soon as this summer. Dan Hoort said he did not think anything could be in place until the 2019 season. Audience member David B. Fox said that solar canopies installed at the site could be another source of revenue, in addition to parking lot-fee increases.

By consensus, the Selectmen endorsed a plan to increase the parking lot without impervious paving. Mr. Michniewicz said that dropping the level of the lots' surface so as to mine some of the sand an increase in size would require an upgrade in handicap access to street level. He said permitting applications and the Natural Heritage Endangered Species review needed to be

submitted and that a MEPA review might also be required. Dan Hoort said he expected that an override would be needed at Town Meeting **to begin construction**, but anticipated that the revenue flow would compensate for the expense.

#### ***Host Community Agreement with Atlantic Medicinal Partners, Inc.<sup>7</sup>***

Valerio Romano, attorney for Atlantic Medicinal Partners, (AMP) Inc., explained the new law that authorized host community agreements for a Medical Marijuana facility in the Town of Wellfleet. They are offering 3% off the top for medical marijuana and 3% off the top for recreational marijuana for all **“reasonably related”** costs. Frank Ciera and Steve Perkins, founders of AMP, were with Mr. Romano. Chuck Cole asked about location for the facility, which is the abandoned foundation on Rte. 6 next to Van Rennsaeler’s restaurant. David Fox asked about projected clientele. Mr. Romano expressed his hope for business on and off season. Dennis O’Connell asked about the zoning district and asked about **the location of AMP’s production** facilities. AMP plans to use an off-Cape facility in Fitchburg for growing and processing.

Wilson asked if the 3% could be used for the Navigator program, which deals with addiction. **She said that it would be good to have an “including” list of possible** reasonably-related uses for the 3% put in the contract.

#### ***Community Preservation Committee Needs Hearing***

Community Preservation Committee Chair Gary Sorkin and Coordinator Mary Rogers reviewed the 2017 Needs List for Community Housing, Historic Preservation, Open Space and Recreation.<sup>8</sup> They introduced the seven new applications that had been made to CPC for next year.<sup>9</sup> Bacon said she would like to see all the Community Preservation money be used for affordable housing. **It was clarified that 10% of the funds had to be distributed to each category, but that the remaining 70% could all be dedicated to housing. The CPC will take the Selectmens’ input under advisement and then meet to make their decision. This will come back to the Board for a recommendation to Town Meeting.**

#### ***Disposition of Town-owned Property on Coles Neck Road***

Dan Hoort discussed the possible disposition of Town-owned property at Coles Neck Road (Map 7, Parcel 24)<sup>10</sup> to the Affordable Housing Authority.. Wilson explained the Municipal Water System requirements needed for **further development** of the property. Murphy referred the Board to the original **Town Meeting vote** for purchase of the land for municipal purposes **and that other future, municipal uses should also be considered.**

A vote on a Town Meeting article would determine the parameters of affordable housing and mixed use of the property, Dan Hoort said. ~~Murphy reminded the Board that municipalities do need space for growth of the Town.~~ Lilli-Ann Green asked about state requirements for affordable housing units. She suggested mixed uses of land. David Fox suggested a partial use of the property for a solar array.

Bacon moved to direct the Town Administrator to notify all the boards and committees of the potential for the Town-owned land (Map 7, Parcel 24) being considered for disposition to the Housing Authority for additional housing. Reinhart seconded, and the motion carried 4-0.

***RFP for Solar Array on Landfill***

Energy Committee Vice-chair Chuck Cole and member David F. Fox explained the plan for a solar array on the capped landfill. Assistant Town Administrator Carlson has been working on developing the RFP. Dennis O'Connell said he had helped develop the solar array zoning bylaw. He asked if the new plan was in compliance with that bylaw. Chuck Cole said the height of the array exceeds requirements and would require a variance. Mr. O'Connell suggested seeking a change in the zoning bylaw rather than requesting a variance. Lilli Green, Secretary of the Energy Committee, said she supported the effort. She said Wellfleet may be able to gain more revenue than originally anticipated with the solar array. Wilson offered cautions on zoning variances. Reinhart recommended proceeding with the RFP and working on a bylaw amendment.

Reinhart moved to authorize the energy committee to issue an RFP for a solar installation on the landfill. Wilson seconded, and the motion carried 4-0.

***Authorization for Dredging lobbyist***

Town Administrator Hoort and Assistant Town Administrator Carlson explained the Dredging Task Force's idea to ~~authorize~~ **employ** a dredging lobbyist and the steps involved. It is another tool to ensure success for the dredging project, he said. Hoort described attention to the project by State Senators Markey and Warren. The Town's permitting is complete and the Army Corps of Engineer's is expected by 2018.

Wilson moved to authorize hiring a dredging lobbyist for the Harbor dredging project at a cost not to exceed \$10,000. Reinhart seconded, and the motion carried 4-0.

***2018 Board of Selectmen Meeting Schedule***

Town Administrator Hoort reviewed the 2018 Board of Selectmen meeting schedule<sup>10</sup> with the Board.

Wilson moved to approve the 2018 Board of Selectmen Meeting Schedule as attached. Kathleen Bacon seconded, and the motion carried 4-0.

***Town Administrator's Report<sup>11</sup>***

Town Administrator Hoort discussed the December 8, 2017 meeting with the Department of Transportation. ~~when the Town expressed~~ **at which the Town's concerns about** the roundabout at the Main Street-Route 6 intersection **were firmly expressed**. Bicycle and pedestrian safety was considered along with traffic patterns. **We are asking for support from other outer Cape towns for not having a roundabout..** The Cape Cod Commission might also evaluate plans for the intersection.

***Topics for Future Discussion***

Selectmen gave their suggestions for future meeting agenda topics. These included: ~~another~~ **Wilson: potential use of part of the larger school property** lot for affordable housing purposes; **Reinhart:** a town-wide vacant land plan; **Bacon:** use of the sandpit on Pole Dike Rd. for a cell tower and having the Building Needs Assessment Committee make a study of municipal storage space; **Wilson; scheduling** a meeting with **requested by** Senator Cyr and Representative Peake.

### **Correspondence and Vacancy Report<sup>12</sup>**

Bacon reported on a letter from R. Steven Verney regarding his concerns over the Paine Hollow Rd. Affordable Housing project.

### **Minutes**

Wilson moved to approve the amended minutes of November 28, 2017. Janet Reinhart seconded, and the motion carried 4-0.

### **Adjournment**

Wilson moved to adjourn. Reinhart seconded and the motion carried 4-0.  
The meeting was adjourned at 9:25 p.m.

Respectfully submitted,

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Mary Rogers, Secretary

### **Public Records Material for the Meeting of 12/12/17**

1. W.H.A.T. information on manager
2. Request from Wicked Oyster
3. Hours request for Bombshelter on New Year's Eve.
4. Vintage Auto, Class II License
5. Appointment papers for Gary Doolittle
6. Appointment papers for Samuel McGough
7. Host Community Agreement with Atlantic Medicinal Partners, Inc.
8. CPC 2017 Needs List and
9. 2018 Applications List of Community Preservation Projects
10. 2018 Board of Selectmen meeting schedule
11. Town Administrator's Report of 12/12/17
12. Correspondence and Vacancy Report of 12/12/17

# DRAFT

## **Wellfleet Board of Selectmen Minutes of the Meeting of December 1, 2017 joint Meeting with FinCom Wellfleet Senior Center 7:00 p.m.**

**BOS Members Present:** Dennis Murphy - Chair, Janet Reinhart – Vice Chair, Kathleen Bacon - Clerk , Helen Miranda Wilson, Jerry Houk.  
**BOS Members Absent:** None

**FinCom Members Present:** Janet Loewenstein – Chair, Kathleen Granlund, Linda Pellegrino, Ira Wood, Robert “Bob” Wallace  
**FinCom Members Absent:** Stephen Polowczyk, Fred Magee.

Staff: Dan Hoort - Town Administrator, Brian Carlson – Assistant Town Administrator, Radu Luca – Executive Assistant to the Town Administrator.

The meeting was called to order at 7:00 p.m. by Dennis Murphy.

### **I. Announcements, Open Session and Public Comment**

Chief Ron Fisette announced police officers grew their beards for charity and proceeds would go to WES; “Operation Safe Ride,” implemented a few years back and proven to be very effective and successful, will be in effect again on New Year’s Eve.

Jude Ahern thanked Tom Cole for putting BOS meetings video links on the Town website; asked when the TA’s evaluation would come up and whether the public would have a chance to see / hear it. DM said the evaluation is done and scheduled for Jan 9, but wanted to allow the BOS to review the comments they put down in the review sheet; the evaluation will also be posted online on the Town’s website before the meeting; Lastly, JH thinks some information asked in the shellfishing license application forms is not relevant and possibly illegal to be asked.

### **II. Business – Joint Meeting with Finance Committee**

FinCom meeting was called to order at 7:09 p.m. by Janet Loewenstein.

FinCom and BOS asked each department to come up the microphone and present a short synopsis of their respective budgets.

The BOS decided to not take a vote tonight, but wait for the FinCom ask questions and take a vote at their future meetings.



## **FY 2019 Budget Reviews**

### **A. Department of Public Works**

Mark Vincent and Jean Leidenfrost presented the DPW overall budget one line item at a time. New heating methods in town owned buildings had been pursued, which helped save around \$15k in oil heat. JR pointed out the \$87K budgeted for the electric bill. Operations budget helps maintain equipment and is in line with what's typically been presented. KB asked about possibly getting grants for storm water runoff, which is always being looked at by DPW. Highways budget is used for repairs, drainage work, future (unforeseen) projects and paving. We're ahead of the game as far as repairs, but looking down the road we won't be able to keep up with that time of work is the budget line item isn't raised over time. Snow Removal Budget is level funded for the third year in a row and variables include the type of winter. Under MGL this is the only budget line item we're allowed to overspend under. DM asked whether there's anything in the bylaw to sweep private roads, which is the DPW's decision. Generally, DPW sweeps private paved roads once a year. DM asked about the total amount of miles that the Town is sanding on private roads. We have approx. 120 private paved roads that we plow and sand, and approximately 80 town roads that we plow and sand, but the mileage on private might be shorter than public roads. Street Lights budget is level funded; switched to LED lights a few years back and saved money and electricity. Transfer Station saw a slight reduction compared to last year and covers recycling, trash, landfill monitoring, etc. The budget for DPW Fuel has all been consolidated and placed under the Transfer Station, and that's around \$50K.

BW asked whether the parking lot repair affect the budget this year. There were more staff and fuel operating costs, but DPW absorbed those costs.

JL asked about any future concerns regarding all these line items. National Sword (China) pertains to how they receive recyclables: the quality of recycling, separation of items. Right now we perform more separation because of our residents and going to single stream might have to increase the budget by \$20K.

JR asked whether the Transfer Station Fees should be reviewed. That process is done through the Board of Health and for the time being those fees are appropriate. KB asked whether recycling would be a commodity in the future and appreciate the effort DPW put into this budget.

HMW thanked Dan Hoort and all department heads for their work put into their budgets.

### **B. Police Department**

Chief Fisette presented the budget. Chief used the same format as used in the past. Police came in roughly below or right at Proposition 2 ½, and overall there aren't any major

changes compared to the previous year. Hoort said the overall budget came in at an increase of 1.8 % in Operations and Dispatch up 2.4%.

Some of the new concerns are the new building and retention of staff and good people. We're a small town, Yarmouth and Off-Cape draw people, especially with families, and it's challenging to retain staff here. The idea of floating came up as well, but it's still at an incipient stage. HMW "What's going on down at the Pier?" Previous Police Chief: "Absolutely nothing going on down at the Pier." Asked about possibly having more people who didn't want more excitement. Chief said we try to find the best staff that we can, but sometimes they are engaged to be married, or still going to school, etc. Animal Control Officer is part-time, but it is marked as a full-time position in the FY19 budget. We will need a full-time Animal Control officer and Officer Keogh is a great asset. JH inquired about the recent events at the marketplace and whether Police encourages to have cameras and alarms. Technology can work to our advantage and the marketplace is an active investigation.

### **C. Fire Department**

Chief Pauley presented the Fire Department Budget. He summarized the reorganization of the Department. Chief spends time on Fire Prevention questions and issues and this is an area we should have more consistency in and allowing an existing firefighter / paramedic be promoted to take over those attributions. We're right on target and on pace, but this comes with a price tag, promoting a fourth lieutenant. Also, the Admin position would be brought up from 35h/week to 40h/week. We're competing with other Cape towns to hire full time firefighters, some of them from here. His concern was retaining good quality staff, but also recruit new ones.

There was a question from FinCom whether Eastham's budget was comparable to Wellfleet's. Eastham received a grant to fund 4 additional staff.

Other concerns include the replacement of the aerial ladder which is approximately \$875K; deteriorated around the body and chassis. Have been aggressively seeking grants through the Assisting Firefighter Program and replacement of the radio system, which is around \$250-300K. Chief is hopeful we'll be successful in receiving grants and will return before BOS requesting permission to apply for these grants.

DM asked how many times the aerial ladder has been used this year. Chief responded saying the ladder was unavailable for at least 90 days, mainly used for chimney fires and has a water pump as well.

HMW mentioned she had spoken against acquiring another emergency vehicle in the past. She mentioned Fire had regular ground ladders that can be used. Chief explained all trucks are equipped with ground ladders. HMW asked whether there was a more inexpensive vehicle for our needs, but Chief explained the abovementioned ladder had the capabilities



and benefits that we need, especially in the downtown area and around commercial buildings, and we are required to maintain a certain ISO rating.

An average incident requires 14-15 firefighters at a minimum. We can use help from neighboring towns, but it doesn't take much to utilize all Fire Department Staff all at once in case of an incident. Sometimes it's challenging to deal with the situation at hand and assign tasks.

JR would like to commend both the Fire and Police Departments for an incident that happens the previous week. They handle calls very well and we have very good staff who risk their lives.

JH inquired about the recent accident at Outer Cape Health. On duty crew, Chief, one off-call, and two on-call people: 6 total. Three patients needed to be transported from the site of the motor vehicle crash and required 9 people to tend to them. Any motor vehicle crash and incident eats up resources quickly. JH inquired about the request to hire another lieutenant. The percentage increase over last year is 3.8.

#### **D. Shellfish Department**

Nancy Civetta and John Mankevetch presented the Shellfish Department budget. Nancy would like to thank the people in the room who are members of the Shellfishing community. The budget is very small compared to other departments', but is asking for some increases based on strategies to best perform responsibilities and natural resources. There is a need for the Deputy Shellfish Constable to take on propagation, which explain the increase in salary. There is a recreational fishery that takes places twice a week at Indian Neck for 3 months out of the year we need another seasonal, part-time person for at least 4 hours / day four days / week on Wednesday's and Sunday's. John Mankevetch discussed propagation plans for quahogs and oysters and allocate them to areas where they're allowed to spawn and then move them to public areas. For the last years Propagation 180 has been level funded at \$6k and is asking for an additional \$19K in FY19 to bring the budget to \$25K (which will include rollover funds and sponsorships through grants).

JL asked whether the bigger seed is a requirement in the following years to come as well. The goal is to develop a seed that is predator resistant, but the price per thousand would go down significantly. The Town has two existing pits already.

BW asked where the pits are located and mentioned the bigger seeds don't survive well. The seeds would be justified towards commercial use and enclosed seed will be given preference: 70% commercial and 30% recreational. There is little clam seed in the harbor for the time being and urges for emphasis on clam seed.

IW inquired about the discrepancy between the Shellfish Department Head's and the TA's budgets. The TA's budget is the one presented for approval.

DM asked whether the project at the transfer station was put out to bid, but the Town is getting a good deal given the regular price of trucking. TA's specified this budget would be taken out to bid before FY19 started. The figures used were just estimates. Would like to see more seed going into recreational. With the added investment we're making, he thinks any business would be able to monitor its success. Since she started NC started implementing daily tracking reports, but for the commercial side we rely on what's being reported. Information has been collected and reported as accurately as possible.

KB would trust our Wellfleet Shellfishermen comply with all State regulations regarding reporting and the real issue at stake is the dredging of the Harbor and how that affects recreational and commercial shellfishing. The Shellfish Department has 3 staff people, but they need to work at low tide and they need an extra person on the field, especially since we'd be making investments into seeds and propagation. Dredging affects our recreational and commercial areas and clutching in the cove is ineffective at the moment due to dredging. Post dredging will trigger efforts towards seed and culture in the cove and that'll be the impetus for acquiring an upwelling system. NC developed a template for the Task Force to present ideas to the BOS.

JL asked whether Shell can supply FinCom with information pertaining to acquiring a new upweller and a rough estimate.

The Shellfishing Management Plan and the job description for the new position are currently drafted by the Shellfish Advisory Board.

HMW mentioned we get part time help especially in the summer and it is imperative that we get the recreational and commercial shellfishing patrolled due to its uniqueness and we need proper enforcement to maintain the reputation of the Wellfleet Brand. Is glad Shellfish is asking to add a new employee and cannot accept 70% Commercial and 30% Recreational and would like to see, through hard data, whether recreational pays for itself.

NC believes we can develop the Wellfleet Brand and use Ambassadors to promote the brand.

DM emphasized recreational contributes extensively to the budget.

JR mentioned possibly raising the Shellfishing fees. A percentage of permit sales could be placed into a rollover fund and the moneys could go towards propagation, but permit sales have been on the decline in the past years, which suggests there is room for growth.

BW mentioned Shell used to have an upweller, but it's been disposed of.

Jude Ahern expressed concern regarding additional staff and asked how many recreational permits were sold this year. 850 recreational permits were sold this year.

**E. Water Enterprise Fund**

TA gave a brief overview of the Water Enterprise Fund, which might need an increase in subsidy from the General Fund in the future.

**F. Marina Enterprise Fund**

Mike Flanagan presented an overview of the Marina Enterprise Fund Budget. The revenues for the Marina are down this past year, which explains the budget being level funded, except for increases in teamsters' fees.

KB and JH commended MF for his service to the Town.

MHW asked about the \$5k Shellfish line item and MF clarified that's rent paid by mentioned department.

**III. Adjournment**

**Move to adjourn.**

**Motion: LP**

**Second: JG**

**5-0-0. Motion carries.**

The FinCom meeting was adjourned at 9:00 p.m.

**Move to adjourn.**

**Motion: JR**

**Second: HMW**

**5-0-0. Motion carries.**

The BOS meeting was adjourned at 9:02 p.m.

Respectfully submitted,

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Radu D. Luca, Executive Assistant to the Town Administrator

**Public Records Material for the Meeting of 12/19/17**

1. Memo to BOS from Christine Brezio, Parent and Wellfleet Recreation Committee Member 12/19/17