



Board of Selectmen

The Wellfleet Board of Selectmen will hold a public meeting on Tuesday, May 24, 2016 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 Comment [7:00]** *Note: Public comments must be brief. The Board will not deliberate or vote on any matter raised solely during Announcements & Public Comment.*
- II. **Public Hearing(s) [7:05]**
 - A. **Shellfish Grant License Renewals and Transfers -Applications on file from:**
 - 1) David Ernst and Ethan Estey to renew shellfish grant license # 891 for 10-year period; 2) David Paine and Kristi Johns to renew shellfish grant licenses #863, 851, 851A & 851B for 10-year period; 3) Charles Reaves and Clinton Austin to transfer shellfish grant licenses #861 & 861A to Charles Reaves; 4) Robert and Mary Mallory to transfer shellfish grant license #99-1 to Robert and Mary Mallory and Angela Osowski and to renew it for 10-year period; 5) Kelly Ruml and Ian Ruml to transfer shellfish grant license #95-13, 95-14 & 2000-4 to Ian Ruml and Jeremy Storer.
 - 2) **Shellfish Grant** – Application on file from Andrew Jacob for a ½ acre grant off Old Wharf Point
- III. **Licenses/Appointments/Reappointments/Use of Town Property**
 - A. Licenses
 - 1) Common Vicualler's License and Food Truck for Kung Foo Dumpling 2207 State Highway
 - B. Appointments and Reappointments
 - 1) Natural Resources Advisory Board to 6/30/19: Application on file from Tom Slack
 - C. Use of Town Property
 - 1) Brenda Withers of Harbor Stage Company to use Town Landing on July 25 for fundraising event; Application fee paid; event fee TBD (*Continued from May 10th*)
 - 2) Zena Bibler & Katie Schetlick to use White Crest Beach and parking lot, Uncle Tim's Bridge and May Beach for Fleet Moves Dance Festival, June 20-June 25. No event fee recommended.
 - 3) Jody Craven and Christa von der Luft to use Mayo Beach and Baker Field for Cape Cod Bay Challenge on August 27. Application fee paid; Nonprofit; event fee TBD.
 - 4) Grant Reed to use White Crest Beach for surf lessons, May 15-December 31; \$350 event fee due.
 - 5) Eric Gustafson to use Chipman Cove, Paine Hollow, Duck Harbor, Gull Pond & Long Pond for surf and paddleboard lessons, application fee and \$350 event fee paid.
 - 6) Dylan Irwin and Lauren Smith to use Indian Neck on September 24 for wedding ceremony, noon-4 pm; processing fee paid; \$100 use fee due.
- IV. **Business**
 - A. Herring River Restoration Project – Review and possible revision of preferred alternative for High Toss Road. [TA]
 - B. Route 6 bike path proposal – Discussion and possible vote of support. [TA, Bike & Walkways]
 - C. Review of proposed revisions to Traffic Rules and Orders. [TA]
 - D. Possible Recreation Department Events Signage at Town Hall. [Community Services Director] (*continued from May 10, 2016*)
 - E. Classification of employees as special municipal employees. [TA]
 - F. Review of and response to Open Meeting Law complaint by Olga Kahn [TA]
 - G. Meeting protocol and Board members training [Wilson]

- V. Town Administrator's Report
- VI. Future Concerns
- VII. Correspondence and Vacancy Report
- VIII. Minutes [May 6 and May 10]
- IX. Executive session
 - A. To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct contract negotiations with nonunion personnel (Department of Public Works Director and Town Administrator Designee.) [TA]
- X. Reconvene in open session
 - A. Possible vote to approve contract of employment for the Director of Public Works.
- XI. Adjournment

NOTICE

RECEIVED
TOWN OF WELLFLEET
2016 MAY 20 AM 11:57

Town Clerk

Date stamp _____

In accordance with the provisions of MGL Chapter 39, Section 23A, 23B and 23C as amended by chapter 103 of the Acts of 1975, notice is hereby given that a meeting of the following board will be held at the time and place set forth below.

Board of Selectmen on Tuesday, May 24, 2016 at 7:00 PM
Board, Committee, Commission Day Date Time

Senior Center
Place of Meeting

Public Meeting – please see agenda
Purpose


Signed

May 20, 2016
Date

TOWN OF WELLFLEET
PUBLIC HEARING

In accordance with MGL Chapter 130 Sections 52, 57, 58, 60, and 68 and all applicable Town Shellfish Regulations, notice is hereby given that the Wellfleet Board of Selectmen will hold a public hearing on Tuesday, May 24, 2016 at 7:05 p.m. in the Wellfleet Council on Aging to consider the following:

- Application received March 11, 2016 from David Ernst and Ethan Estey to renew shellfish grant license # 891 for a ten year period.
- Application received March 29, 2016 from David Paine and Kristi Johns to renew shellfish grant licenses # 863, 851, 851A and 851B for a ten year period.
- Application received March 30, 2016 from Charles Reaves and Clinton Austin to transfer shellfish grant licenses # 861 and 861A from Charles Reaves and Clinton Austin to Charles Reaves.
- Application received April 1, 2016 from Robert and Mary Mallory to transfer shellfish grant license #99-1 from Robert and Mary Mallory to Robert and Mary Mallory and Angela Osowski and to renew shellfish grant license # 99-1 for a ten year period.
- Application received April 27, 2016 from Andrew Jacob for a ½ acre shellfish grant off Old Wharf Point.
- Application received May 11, 2016 from Kelly Ruml and Ian Ruml to transfer shellfish grant licenses # 95-13, 95-14 and 2000-4 from Kelly Ruml and Ian Ruml to Ian Ruml and Jeremy Storer.

Recommendation of the Shellfish Constable will be available in the Administration Office.

WELLFLEET BOARD OF SELECTMEN

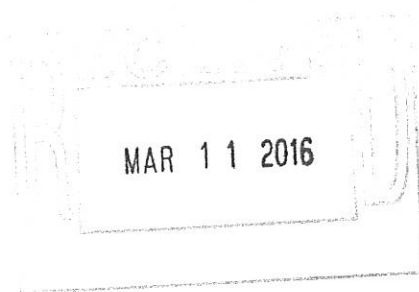
APPLICATION FOR RENEWAL OF SHELLFISH GRANT LICENSE

Date: 3/10/16

TO: Board of Selectmen
300 Main Street
Wellfleet, MA 02667

I/We hereby request renewal of Shellfish Grant License # 891,
located at Blackfish Creek, in
Wellfleet MA, and consisting of 2 acres, and dated _____,
for a (five) (ten) year period.

I/We agree to pay to the Town Clerk, within thirty days after approval, the annual fee and
\$1.00 for recording and \$ 4.00 for costs incurred by the Town of Wellfleet in granting said
renewal.



[Signature]
Signature

Ethan Estey
Name

P.O. 14 S. Wellfleet 02663
Mailing Address

508 237 1275

(774) 219 2212
Telephone Number

Application for Transfer of Shellfish Grant License

Date: 3/29/16

To: Board of Selectmen
300 Main Street
Wellfleet, MA 02667

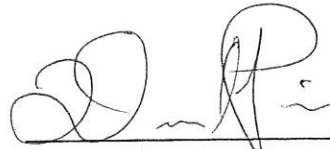
Renewal

863 851 851A
851B

I/We hereby request ~~transfer~~ of Shellfish Grant License # _____ ~~from~~

_____ To

Said grant license is located at _____, in Wellfleet, MA
and consisting of _____ acres, as shown on a plan prepared by _____
and dated _____.



Signature(s)

David Paine

Name(s)

1897 Ben 263
ST Hwy
Wellfleet

Mailing Address

02663

508 514 9593

Telephone

Board of Selectmen
200 Main Street
Wellfleet, MA 02667

Dear Board members;

Please be advised that I wish to have my name taken off any Shellfish grants 861 and 861A with Charles J. Reaves. These grants should remain in his name only.

Thank you in advance for your prompt attention to this matter.

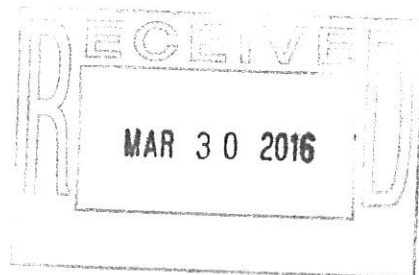
Sincerely;



Clinton Austin



Charles J. Reaves

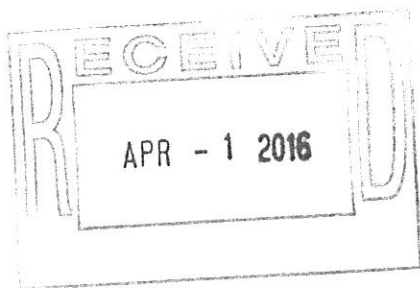


TO WHOM IT MAY CONCERN

We (ROBERT + MARY MALLORY) REQUEST THAT
ANGELA OSOWSKI OF 25 HOLBROOK AVE. P.O. Box 2147
NAME BE ADDED TO OUR GRANT 99/

Respectfully

ROBERT + MARY MALLORY



APPLICATION FOR RENEWAL OF SHELLFISH GRANT LICENSE

Date: 2-26-16

TO: Board of Selectmen
300 Main Street
Wellfleet, MA 02667

I/We hereby request renewal of Shellfish Grant License # 99-1,
located at INAYO BEACH, in
Wellfleet MA, and consisting of 2 acres, and dated 5-17-11,
for a (five) (ten) year period.

I/We agree to pay to the Town Clerk, within thirty days after approval, the annual fee and
\$1.00 for recording and \$ 4.00 for costs incurred by the Town of Wellfleet in granting said
renewal.

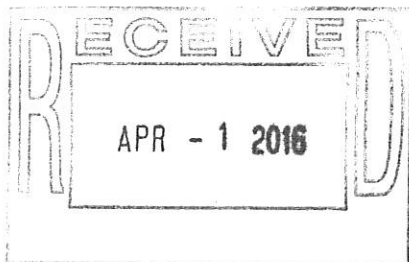
Robert Mallory
Signature

ROBERT MALLORY
Name

P.O. Box 84
Mailing Address

S. Wellfleet, MA. 02663

508-349-1495
Telephone Number



APPLICATION FOR TRANSFER OF SHELLFISH GRANT LICENSE

Date: 5/9/16

To: Board of Selectmen
300 Main Street
Wellfleet, MA 02667

I/We hereby request transfer of Shellfish Grant License # 95-13+95-14+2000-4

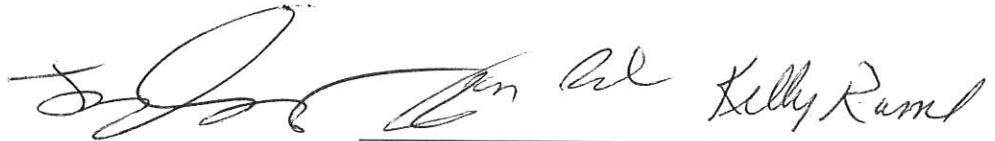
From Kelly Ruml & Ian Ruml

To Ian Ruml & Jeremy Storer

Said grant license is located at Egg Island, in Wellfleet, MA

and consisting of 4 acres, as shown on a plan prepared

by _____ and dated _____



Signature(s)

Jeremy Storer Ian Ruml & Kelly Ruml

Name(s)

P.O. Box 1016 So Wellfleet
Mailing Address 02663

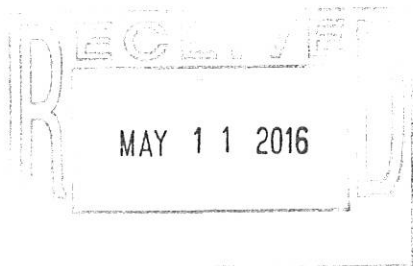
508 237 7523

508 237 6588

Telephone

ian.ruml@yahoo.com

Email



APPLICATION FOR SHELLFISH GRANT LICENSE

Date 4/27/16

This request is being made under Chapter 130 Sections 57 & 59

Name ANDREW JACOB

Address 210 West RD #4
Wellfleet MA

Telephone 617 538 2170

Approximate location of proposed grant license area:

OLD WHARF POINT

Desired size of proposed grant license area:

1/2 Acre

GENERAL INFORMATION

Previous shellfishing experience:

Wild OYSTERING


How long have you had a shellfish permit (commercial/non-commercial)?

11 YEARS

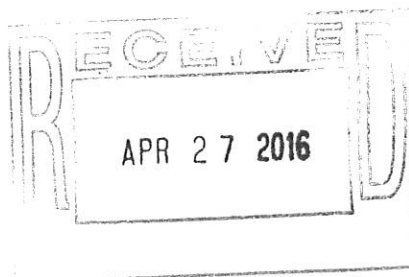
How long have you lived in Wellfleet?

15 YEARS

Comments:


Signature of Applicant


Shellfish Constable



[illegible]

BLACKFISH CREEK

LIEUTENANT
ISLAND



No.	Name of the person	Date of birth	Place of birth	Nationality	Religion	Marital status	Education	Occupation	Income	Assets	Liabilities	Net worth	Other information	Financial statements		Tax returns		Bank statements		Investment statements		Insurance statements		Other financial documents	
														Income tax return	Capital gains tax return	Gift tax return	Estate tax return	Bank statement	Investment statement	Insurance statement	Other financial document				
1	John Doe	1980-01-01	New York, NY	USA	Christian	Married	High School	Software Engineer	\$100,000	\$500,000	\$100,000	\$400,000		Income Tax Return 2023	Capital Gains Tax Return 2023	Gift Tax Return 2023	Estate Tax Return 2023	Bank Statement 2023	Investment Statement 2023	Insurance Statement 2023	Other Financial Document 2023				
2	Jane Smith	1985-03-15	California, CA	USA	Jewish	Single	College Graduate	Marketing Executive	\$120,000	\$600,000	\$120,000	\$480,000		Income Tax Return 2023	Capital Gains Tax Return 2023	Gift Tax Return 2023	Estate Tax Return 2023	Bank Statement 2023	Investment Statement 2023	Insurance Statement 2023	Other Financial Document 2023				
3	Michael Brown	1978-07-22	Texas, TX	USA	Muslim	Married	High School	Construction Worker	\$80,000	\$400,000	\$80,000	\$320,000		Income Tax Return 2023	Capital Gains Tax Return 2023	Gift Tax Return 2023	Estate Tax Return 2023	Bank Statement 2023	Investment Statement 2023	Insurance Statement 2023	Other Financial Document 2023				
4	Sarah Johnson	1990-11-05	Florida, FL	USA	Catholic	Single	College Graduate	Teacher	\$60,000	\$300,000	\$60,000	\$240,000		Income Tax Return 2023	Capital Gains Tax Return 2023	Gift Tax Return 2023	Estate Tax Return 2023	Bank Statement 2023	Investment Statement 2023	Insurance Statement 2023	Other Financial Document 2023				
5	David Wilson	1982-04-18	Illinois, IL	USA	Protestant	Married	High School	Retail Worker	\$50,000	\$250,000	\$50,000	\$200,000		Income Tax Return 2023	Capital Gains Tax Return 2023	Gift Tax Return 2023	Estate Tax Return 2023	Bank Statement 2023	Investment Statement 2023	Insurance Statement 2023	Other Financial Document 2023				
6	Emily Davis	1988-09-10	Washington, WA	USA	Buddhist	Single	College Graduate	Graphic Designer	\$70,000	\$350,000	\$70,000	\$280,000		Income Tax Return 2023	Capital Gains Tax Return 2023	Gift Tax Return 2023	Estate Tax Return 2023	Bank Statement 2023	Investment Statement 2023	Insurance Statement 2023	Other Financial Document 2023				
7	Robert Miller	1975-12-03	Georgia, GA	USA	Orthodox	Married	High School	Truck Driver	\$90,000	\$450,000	\$90,000	\$360,000		Income Tax Return 2023	Capital Gains Tax Return 2023	Gift Tax Return 2023	Estate Tax Return 2023	Bank Statement 2023	Investment Statement 2023	Insurance Statement 2023	Other Financial Document 2023				
8	Olivia Garcia	1992-06-25	Arizona, AZ	USA	Hindu	Single	College Graduate	Software Engineer	\$110,000	\$550,000	\$110,000	\$440,000		Income Tax Return 2023	Capital Gains Tax Return 2023	Gift Tax Return 2023	Estate Tax Return 2023	Bank Statement 2023	Investment Statement 2023	Insurance Statement 2023	Other Financial Document 2023				
9	James White	1987-02-14	Colorado, CO	USA	Sikh	Married	High School	Warehouse Worker	\$65,000	\$325,000	\$65,000	\$260,000		Income Tax Return 2023	Capital Gains Tax Return 2023	Gift Tax Return 2023	Estate Tax Return 2023	Bank Statement 2023	Investment Statement 2023	Insurance Statement 2023	Other Financial Document 2023				
10	Mia Lee	1995-08-07	Oregon, OR	USA	Daoist	Single	College Graduate	Marketing Executive	\$130,000	\$650,000	\$130,000	\$520,000		Income Tax Return 2023	Capital Gains Tax Return 2023	Gift Tax Return 2023	Estate Tax Return 2023	Bank Statement 2023	Investment Statement 2023	Insurance Statement 2023	Other Financial Document 2023				
11	Benjamin Taylor	1981-05-20	Michigan, MI	USA	Anglican	Married	High School	Software Engineer	\$95,000	\$475,000	\$95,000	\$380,000		Income Tax Return 2023	Capital Gains Tax Return 2023	Gift Tax Return 2023	Estate Tax Return 2023	Bank Statement 2023	Investment Statement 2023	Insurance Statement 2023	Other Financial Document 2023				
12	Charlotte King	1989-10-12	North Carolina, NC	USA	Buddhist	Single	College Graduate	Teacher	\$75,000	\$375,000	\$75,000	\$300,000		Income Tax Return 2023	Capital Gains Tax Return 2023	Gift Tax Return 2023	Estate Tax Return 2023	Bank Statement 2023	Investment Statement 2023	Insurance Statement 2023	Other Financial Document 2023				
13	William Hall	1979-03-28	Massachusetts, MA	USA	Protestant	Married	High School	Construction Worker	\$85,000	\$425,000	\$85,000	\$340,000		Income Tax Return 2023	Capital Gains Tax Return 2023	Gift Tax Return 2023	Estate Tax Return 2023	Bank Statement 2023	Investment Statement 2023	Insurance Statement 2023	Other Financial Document 2023				
14	Ava Young	1993-07-19	Minnesota, MN	USA	Hindu	Single	College Graduate	Software Engineer	\$115,000	\$575,000	\$115,000	\$460,000		Income Tax Return 2023	Capital Gains Tax Return 2023	Gift Tax Return 2023	Estate Tax Return 2023	Bank Statement 2023	Investment Statement 2023	Insurance Statement 2023	Other Financial Document 2023				
15	Lucas Adams	1986-11-01	Wisconsin, WI	USA	Sikh	Married	High School	Warehouse Worker	\$68,000	\$340,000	\$68,000	\$272,000		Income Tax Return 2023	Capital Gains Tax Return 2023	Gift Tax Return 2023	Estate Tax Return 2023	Bank Statement 2023	Investment Statement 2023	Insurance Statement 2023	Other Financial Document 2023				

[illegible]

From: Andrew Koch <andrew.koch@wellfleet-ma.gov>
To: Jeanne Maclauchlan <jeanne.maclauchlan@wellfleet-ma.gov>
Date: 05/16/2016 09:06 AM
Subject: Re: latest batch

i recommend all shellfish grant licenses be transferred, awarded and extended which are listed on the board of selectmen s may 24th agenda. andrew koch

From: Jeanne Maclauchlan [mailto:jeanne.maclauchlan@wellfleet-ma.gov]
To: Hillary Greenberg <hillary.greenberg@wellfleet-ma.gov>, richard.stevens@wellfleet-ma.gov, , Ronald Fisette <Ronald.Fisette@wellfleet-ma.gov>, Rich Pauley [mailto:Rich.Pauley@wellfleet-ma.gov], Paul Lindberg [mailto:Paul.Lindberg@wellfleet-ma.gov], Suzanne Thomas [mailto:Suzanne.Thomas@wellfleet-ma.gov], Michael Flanagan [mailto:Michael.Flanagan@wellfleet-ma.gov], Andrew Koch [mailto:Andrew.Koch@wellfleet-ma.gov], Becky Rosenberg [mailto:Becky.Rosenberg@wellfleet-ma.gov]
Cc: DPW mail account(Jean) [mailto:DPWadmin@wellfleet-ma.gov], Jeanne May [mailto:Jeanne.May@wellfleet-ma.gov], Douglas Guey-Lee [mailto:Douglas.Guey-Lee@wellfleet-ma.gov], Ilene Davis [mailto:Ilene.Davis@wellfleet-ma.gov], Theresa Townsend [mailto:Theresa.Townsend@wellfleet-ma.gov]
Sent: Wed, 11 May 2016 14:52:18 -0500
Subject: latest batch

Attached, for whoever wants them.



CV
FS 2941
FT

TOWN OF WELLFLEET
300 MAIN STREET
WELLFLEET, MA 02667

2016

Fee 75.00
BOH Fee 100.00
Processing Fee 20.00
TOTAL \$195.00

Business Name/Map/Lot Provincetown Pilgrim Properties LLC
D.B.A. Kung Fu Dumplings

Mailing Address 418 Commercial St Provincetown, MA 02657

Town/State/Zip P

Business Street Address 2207 State Highway, wellfleet, MA

Business Telephone No. 941-350-1194 Federal ID Number (Mandatory) 46-48-38936

Manager Stephen Rome E-Mail Address StephenRome@me.com

1. Applicant is (a) an: Individual LLC.
2. If applicant is an individual or partnership please answer below:

Applicant #1

a. Tel. No. 941-350-1194

b. Name Stephen Rome

c. Street Address 418 Commercial St. P-town, MA, 02657

d. Mailing Address 11

Applicant #2

a. Tel. No. 718-808-5292

b. Name Chuang Tong

c. Street Address 372 Commercial St P-town, MA 02657

d. Mailing Address 11

3. If applicant is a corporation or trust please answer below:

List the titles of all officers and manager:

Title	Full Name	Home Address
<u>Manager</u>	<u>Stephen Rome</u>	<u>418 Commercial St P-town, MA 02657</u>

4. Corporate or Trust Name Provincetown Pilgrim Properties LLC

Corporate Mailing Address 418 Commercial St. P-town, MA 02657

Corporate Tel. No.

941-350-1194

5. Anticipated Opening Date: Year Round _____ Seasonal 05/20/2016

6. Fully describe type of business conducted (i.e. retail, restaurant, food, gallery): Food, Chinese

7. Seating Capacity N/A Hours of Operation 11-8pm

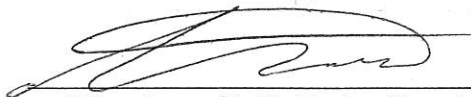
8. Special conditions or Restrictions required by Zoning Board of Appeals, Board of Selectmen or Board of Health. Please attach copies: _____

9. Fully describe premises to be licensed including number of rooms and square footage: N/A

10. Has any person in this application ever had his/her license revoked or cancelled? No

If yes, state for each name the date and reasons why the license was revoked or cancelled: _____

11. I certify under the penalties of perjury that I, to the best knowledge and belief, have filed all state tax returns and paid all state taxes under law. I further certify that in the conduct of this business I will abide by all Town bylaws and regulations.



*Signature of Individual or Signature of
Corporate Officer w/Title (Mandatory)

Provincetown Pilgrim Properties LLC
Corporate Name (Mandatory if Applicable)

46-4838936

Federal Identification No. **MANDATORY**

04/22/16

Date of Application

*Approval of a contract or other agreement will not be granted unless this certification clause is signed by the applicant.
** Your social security number will be furnished to the MA Dept. of Revenue to determine if you have met tax filing or payment obligations. (This is required by the state.) Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed or extended. This request is made under the authority of M.G.L. c. 62C s. 49A.

FOR OFFICE USE ONLY BELOW THIS LINE

Department Head or Designee Signatures

Police Dept. [Signature] Date 4/25/16 Comment ok

Fire Dept. [Signature] Date 5/1/16 Comment _____

Tax Collector [Signature] Date 5/3/16 Comment _____

Bldg Inspector _____ Date _____ Comment _____

Bd. Of Health _____ Date _____ Comment _____

Date Received 4/22/16 Fee Received 195.00 By (initials) JMU Date Issued _____

APPLICATION FOR OPERATION OF A FOOD TRUCK 2016
APPLICATION MUST BE FILLED OUT COMPLETELY

The undersigned hereby applies for a Food Truck License in accordance with the provisions of Town of Wellfleet Board of Selectmen Regulations.

(PLEASE TYPE OR PRINT CLEARLY)

Name of Applicant: Stephen Rome Date: 04/22/2016

D.O.B: 05/24/1984

Drivers. License Number: S79154931 Fed.ID #: 46-4838936

Business Address: 2207 State Highway Wellfleet, MA


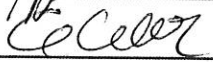
Home Address: 418 Commercial St. Provincetown, MA 02657

Business Telephone: 941-350-1194

Cell Phone: 11

Name of Operation: Kung Fu Dumplings

Plan Review and/or Preliminary Approval (Required for Approval)

Reviewing Department	Signature of Approving Authority	Date of Plan Review/Approval
Building Department:		
Health Department:		
Police Department		4/25/16
Fire Department:		5/2/16

PROVIDE THE FOLLOWING INFORMATION WITH RESPECT TO EACH LOCATION:

What will be the hours of operation? 11AM - 8PM

Time(s) of Peak Customer Activity N/A

Est. Number of Customers at Peak Time(s): N/A

Est. Number of Employees at Peak Time(s): 3

What provisions have been made for trash, wastewater, potable water, electric and recycling?

The landlord will provide,

LIST THE LOCATIONS WHERE THE MOBILE FOOD VEHICLE WILL BE DEPLOYED AND ATTACH A SKETCH OF HOW THE VEHICLE WILL BE POSITIONED AND OTHER DETAILS OF THE AREA TO BE LICENSED.

(Please provide a sketch for each location on a separate piece of paper.)

Location(s)	2207 State Highway, Wellfleet, MA

I the undersigned state that the information provided in this application, and associated attachments, is true and accurate to the best of my knowledge:

Signature: 

Printed Name: Stephen Rome

Date: 04/22/2016

Note: No Food Truck License will be approved until the applicant addresses all issues and/or concerns to the satisfaction of the Board of Selectmen; and no Food Truck License will be issued until all required inspections have been conducted, permits granted, and final approvals given.

FOR OFFICE USE ONLY

Final Permits/Approvals Granted (Required Before FTL will be Issued)

Approving Department	Yes	No	If "No," Reason Why	Date of Final Approval
Building Department:				
Health Department:				
Police Department:				
Fire Department:				

2016

TOWN OF WELLFLEET
300 Main Street
Wellfleet, MA 02667

Hillary Greenberg-Lemos, Health Agent
349-0308
FOOD SERVICE ESTABLISHMENTS

APPLICATION FOR PERMIT

APPLICATION MUST BE FILLED OUT COMPLETELY

Name Stephen Rome

Mailing Address 418 Commercial St

Town/State/Zip Provincetown, MA 02657

Business Address 2207 State Highway, Wellfleet, MA

Owner's Name _____ Home Tel. _____ E-Mail _____

Manager's Name _____ Home Address _____

If Corporation or Partnership, give name, title and home address of officers or partners.

Name	Title	Home Address
<u>Stephen Rome</u>	<u>manager</u>	<u>418 commercial st.</u>

Establishment is open 6 months a year. Total seating capacity N/A Take-out service only? yes

Name of Certified Food Handler (s) Stephen Rome P.I.C. _____

Does establishment have outside seating? no Seating Capacity N/A is area enclosed? no Capacity N/A

If seating capacity are over 25, person Chokesaver Certified _____

Applications for all licenses/permits required by the Board of Selectmen have been filed for the year 2015 yes _____ no ✓

PLEASE CHECK PERMIT (S) YOU ARE APPLYING FOR:

- | | |
|---|--|
| <input type="checkbox"/> Temporary Food Service | <input type="checkbox"/> Caterer |
| <input type="checkbox"/> Retail Food | <input checked="" type="checkbox"/> Food Service |
| <input type="checkbox"/> Mobile Unit | <input type="checkbox"/> Residential Kitchen |
| <input type="checkbox"/> Bed & Breakfast | |

FOR FOOD SERVICE ESTABLISHMENTS: Are you compliant with the new Food Allergen Requirements: yes ✓ no _____

I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

[Signature]
* Signature of Individual or Corporate Name (mandatory)

By: Corporate Officer (mandatory, if applicable)

46-4838936

Social Security/ Federal Identification Number. **(MANDATORY)

* This license will not be issued unless this certification clause is signed by the applicant.

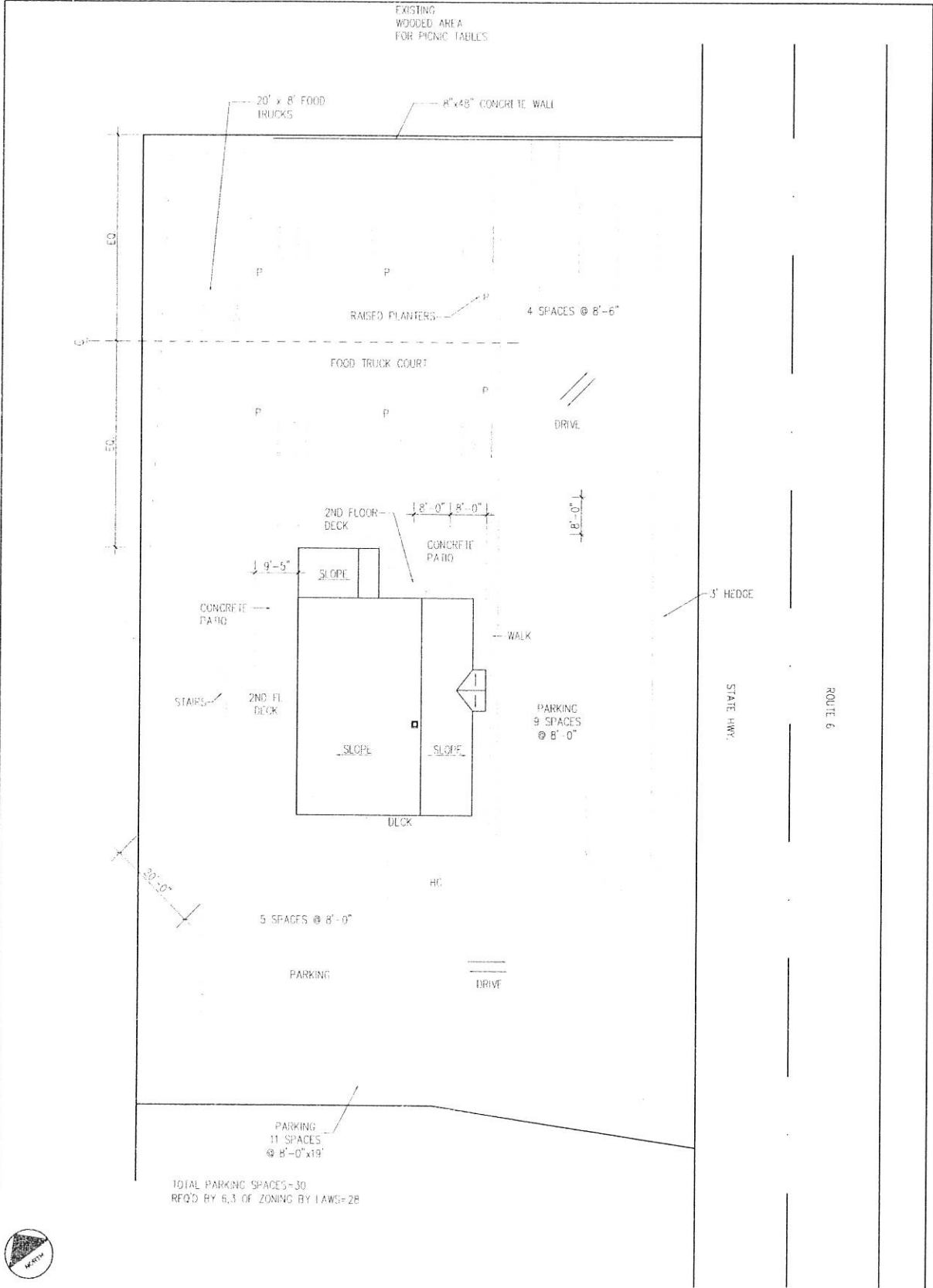
** Your Federal Identification Number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licensees who fail to correct their non-filing or delinquency will be subject to license suspension or revocation.

This request is made under the authority of M.G.L. Chapter 62C Section 49A.

Health Agent

Date

Date Received _____ By (initials) _____ Fee _____ Date Issued _____



<p>Ench & Associates Newton, MA 02460 617-962-4402 dan@ench.com</p>		<p>Project Team</p>		<p>Surgeon Newton, MA Structural Engineer Newton, MA</p>		<p>SCHEMATIC DESIGN</p>		<p>NOT FOR CONSTRUCTION</p>		<p>2207 ROUTE 6 Curt Felix SITE PLAN PROPOSED C1.01</p>	
---	--	---------------------	--	---	--	-------------------------	--	-----------------------------	--	---	--

8.5 X 18 CONCESSION/VENDING TRAILER 12" EXTRA INTERIOR HEIGHT WHITE METAL WALLS AND CEILING ATP DIAMOND PLATE FLOORING

36" SIDE DOOR
 PULLED 24"
 OFF FRONT OF
 TRAILER

6' CONCESSION WINDOW
 WITH 6' SERVING SHELF

LIGHT
 SWITCH 110V
 RECEPT

6' BASE CABINET

WHEEL WELL

110V
 RECEPT



30# PROPANE
 TANK

ATP GEN
 COMP

TRIPLE SINK
 WITH HW

110V
 RECEPT

HOOD VENT
 LIGHT SWITCH

8' HOOD WITH LIGHTS

WHEEL WELL

110V
 RECEPT



30# PROPANE
 TANK

Trailer Country, Inc.

PROPANE STUBOUTS

SPECIAL STATE LICENSE

Hawker or Pedler

Take care of your license.

Lost license will not be replaced.

Nº 122714 A

Fee: \$60.00

Display \$2.00

Licensee: **STEPHEN ROME**
6 CABRAL FARM ROAD
TRURO, MA 02652



The Commonwealth of Massachusetts

DIVISION OF STANDARDS

ONE ASHBURTON PLACE, BOSTON

Expires:05/15/17.....

Date of Birth:05/24/84.....

Date 05/16/16.....

*Above portion must be worn in a visible
and conspicuous manner on outer clothing.*

Be it known unto all to whom these presents come, that the above-named person is hereby licensed to go about as a **HAWKER** or **PEDLER** in all the Cities and Towns in this Commonwealth, and to sell or expose for sale or barter any meats, butter, cheese, fish, fruits, vegetables, or other goods, wares or merchandise; except jewelry, furs, wines, spirituous liquors, small artificial flowers or miniature flags.

This license is not valid until after the licensee has endorsed his usual signature in the space provided in the margin hereof, and the license is dated and stamped with the official stamp or signature of the Director. The portion of the license indicating the license number, licensee's name and the date of expiration must be worn in a visible and conspicuous manner on outer clothing, otherwise he will be liable to the same penalty as if he had no license.

A handwritten signature in dark ink, appearing to read "Charles H. [unclear]", written over a horizontal line.

.....
Director of Standards

THIS LICENSE IS NOT TRANSFERABLE

Signature of Licensee



TOWN OF WELFLEET
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 or bring it to:
Wellfleet Selectmen's Office, Town Hall, 300 Main Street, Wellfleet, MA 02667

☐ Name THOMAS SLACK Date 4/12/2016

Mailing Address 126 EASTWIND CIR
WELFLEET, MA 02667

Phone (Home) 508-349-0948 (cell) 612-741-2110

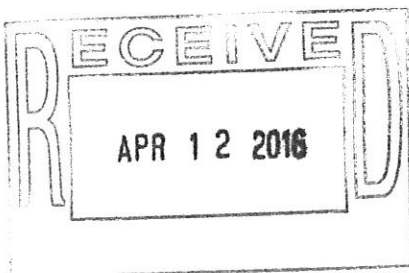
E-mail _____

☒ Please describe briefly any work experience, including volunteer service, that you feel would be useful to the Town: Retired physician; Member Wellfleet
open space committee; Vol. Naturalist - WELFLEET Bay
MA Audubon. Vol. "Citizen Scientist" - CC National
Seashore.

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

MD - Univ. Vermont.
Internal Medicine: St. Vincent's (NY) + Mayo Clinic
Nephrology sub specialty - Mayo Clinic (Rochester, MN)
Board certified Internal Medicine; Nephrology.

☐ Committees/Boards of Interest: 1) Natural Resources Advisory Board
2) _____
3) _____



TOWN OF WELFLEET
APPLICATION FOR PERMIT TO USE TOWN OWNED PROPERTY

Applicant BRENDA WITHERS

Affiliation or Group HARBOR STAGE COMPANY

Telephone Number (516) 317-4842

Mailing Address PO BOX 3009

Email address brenda@harborstage.org

WELFLEET, MA 02667

Town Property to be used (include specific area) _____

TOWN LANDING (the grass strip next to the parking lot c 15 KENDRICK / HARBOR STAGE)

Date(s) and hours of use: MON, JULY 25th, 4 PM - DARK

Describe activity including purpose, number of persons involved, equipment to be used, parking arrangements, food/beverage service, etc. Also please indicate if fees will be charged by applicant.

WE hope to host a fundraiser to celebrate & support the Harbor Stage Company.
We will use the Town Landing to play Bocce & serve a casual BBQ dinner
(provided by Moncari BBQ) (buffet style). We will likely charge a suggested donation
of \$65 and host a silent auction inside the Harbor building. Parking will be offered in
public lots used by patrons for our shows & proceeds will go towards supporting our Affordable Ticket
Initiative.

Describe any Town services requested (police details, DPW assistance, etc.)

We'd estimate
up to 100
people may
attend.

None, thank you! Our crowds are very tame!

NOTE TO APPLICANTS: All applications must be accompanied by a non refundable \$20.00 processing fee. Applications must be received at least 30 days prior to the first event date to insure that all reviews can be completed prior to the event. This application is only for permission to use Town property. Any additional licenses, such as food service permit, etc., may be required and it is the applicant's responsibility to secure the same.

Action by the Board of Selectmen:

_____ Approved as submitted

_____ Approved with the following condition(s): _____

_____ Disapproved for following reason(s): _____

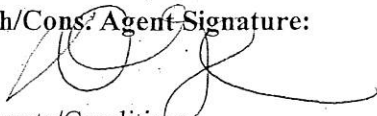
Date: MAR 29 2016

Processing Fee: 20.00 paid

Fee: _____

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

Health/Cons. Agent Signature:



Comments/Conditions:

NO TENTS TO BE STAKED ON RAISED LEACH
FIELD

Permits/Inspections needed:

Inspector of Buildings Signature:



Comments/Conditions:

Red 4.8.16

Permits/Inspections needed:

Police Dept. Signature:



3/31/16

Comments/Conditions:

OK

Fire Dept. Signature:

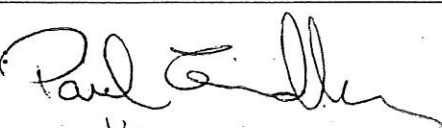


4/1/16

Comments/Conditions:

OK

DPW Signature:

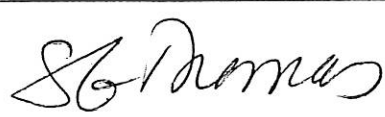


OK

Comments/Conditions

4/8/16

Beach Dept. Signature:



4/25/16

Comments/Conditions:

OK - All trash and equipment
to be removed by sponsors
event.

Shellfish Constable Signature:

Comments/Conditions:

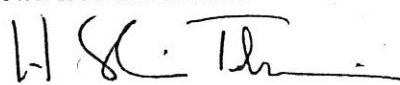
Harbormaster Signature:

Comments/Conditions:

Recreation Dept. Signature:

Comments/Conditions:

Town Administrator:



Comments/Conditions:

NOTE BEACH + HEALTH/CONS
COMMENTS
Suggest a community non profit;
Suggest no fee.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **APR 09 2012**

HARBOR STAGE COMPANY INC
27 FOREST ST APT 4
CAMBRIDGE, MA 02140-1519

Employer Identification Number:
45-3710688
DLN:
17053087392002
Contact Person:
RENEE RAILEY NORTON ID# 31172
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
February 2, 2012
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,



Lois G. Lerner
Director, Exempt Organizations

Enclosure: Publication 4221-PC

16-17

**TOWN OF WELFLEET
APPLICATION FOR PERMIT TO USE TOWN OWNED PROPERTY**

Applicant Zena Bibler & Katie Schetlick Affiliation or Group Fleet Moves Dance Festival

Telephone Number 203-246-7061 Mailing Address 424 Prospect Place, Apt 2B

Email address zbibler@gmail.com Brooklyn, NY 11238

Town Property to be used (include specific area) White Crest Parking Lot, White Crest Beach, Uncle Tim's Bridge, Mayo Beach

Date(s) and hours of use: White Crest Beach areas will be used on June 20th from 4:30AM-6:30AM for a special site-specific performance at dawn. Downtown areas will be used for site-specific performances that will take place throughout the week of June 20th-25th (to be arranged with Chief of Police).

Describe activity including purpose, number of persons involved, equipment to be used, parking arrangements, food/beverage service, etc. Also please indicate if fees will be charged by applicant.

The above events are part of the larger program of Fleet Moves Dance Festival, a week-long dance and movement festival that serves the Wellfleet community. Outdoor events will not be ticketed. We imagine each performance to attract about 20 audience members, plus a cast of 10-15 performers and helpers. No food/beverage service involved. Parking arrangements deemed not necessary, as performances will take place near public parking lots, and audience will travel by foot on each performance walk. We plan to attract most of our audience from people already in town who see the event happening and join the walk (another reason why we expect a minimal impact on parking). Small-scale lighting and sound equipment may be used, but will be hand-held and not invasive to either town or beach environment.

****Fleet Moves Dance Festival respectfully requests that the fee for "use of town property" be waved as this is an event offered free of charge to the community and involves the participation of artists who are volunteering their time and talent to create innovative cultural programming in Wellfleet.**

Describe any Town services requested (police details, DPW assistance, etc.)

None.

NOTE TO APPLICANTS: All applications must be accompanied by a non refundable \$20.00 processing fee. Applications must be received at least 30 days prior to the first event date to insure that all reviews can be completed prior to the event. This application is only for permission to use Town property. Any additional licenses, such as food service permit, etc., may be required and it is the applicant's responsibility to secure the same.

Action by the Board of Selectmen:

Date: 4/29/14

Processing Fee: 20.00 paid

Fee: _____

(over)

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

Health/Cons. Agent Signature:

Comments/Conditions:

Permits/Inspections needed:

X

Inspector of Buildings Signature:

Comments/Conditions:

Permits/Inspections needed:

X

Police Dept. Signature:

Comments/Conditions:

Same as previous years

4/28/16

Fire Dept. Signature:

Comments/Conditions:

OK

5/2/2014

DPW Signature:

Comments/Conditions OK

5/9/16

Beach Dept. Signature:

Comments/Conditions:

OK

5/9/16

Shellfish Constable Signature:

Comments/Conditions:

X

Harbormaster Signature:

Comments/Conditions:

X

Recreation Dept. Signature:

Comments/Conditions:

X

Town Administrator:

Comments/Conditions:

H. S. J. H.

recommended no event fee

16-16



TOWN OF WELLFLEET
APPLICATION FOR PERMIT TO USE TOWN-OWNED PROPERTY

Applicant : Jody Craven/Christa von der Luft

Affiliation or Group: Cape Cod Bay Challenge, Inc.

Telephone Number: (774) 722-3479/(617) 721-1868

Mailing Address: c/o Jody Craven, PO Box 1743, Wellfleet, MA 02667

Town Property to be used (include specific area): Mayo Beach, Baker Field

Date(s) and hours of use: Saturday, August 27, 2016; Mayo Beach: paddler landing at approximately 4 pm; Baker Field Tent area: 2-9 pm; set-up of storm fencing to establish event perimeter in tennis court/parking area Thursday, August 25, 2016 with removal by Sunday, August 28, 2016; erection of additional tent on Friday, August 26, 2016 next to existing tent, with removal on Sunday, August 26, 2016.

Describe activity including purpose- number of persons involved, equipment to be used, parking arrangements, food/beverage service, etc. Also, please indicate if fees will be charged by applicant.

The Cape Cod Bay Challenge (CCBC) is a non-profit organization that hosts a series of annual stand-up paddleboarding (SUP) events. The CCBC's primary goal is to raise money for Christopher's Haven by bringing together a group of people who forge new friendships and deep bonds as they physically and mentally challenge themselves through the sport of stand-up paddleboarding. Christopher's Haven's mission is to make a tangible difference in the lives of families with children who are receiving prolonged cancer treatment at Massachusetts General Hospital (MGH) and other Boston area hospitals by providing them with an affordable, comfortable and nurturing place to stay during their child's treatment.

The CCBC's signature event is an approximately 35-mile SUP across Cape Cod Bay. For the past six years, the 35-mile crossing has ended in Wellfleet at Mayo Beach, with the post-event celebration occurring at Baker Field, which we would like to continue this year. In 2008, the CCBC's first year, 8 paddlers made the crossing; for 2016, we expect 55-65 paddlers would land at Mayo Beach. The paddlers will be accompanied by support boats some of which will obtain overnight moorings/dock space from the Wellfleet Harbormaster. This event is not a race - we envision paddlers gathering off Jeremy Point and paddling in as a tight group on the incoming tide for a spectacular group finish.

After landing mid-afternoon at Mayo Beach, the paddlers and CCBC supporters would congregate at Baker Field for a post-event celebration and fundraiser. We anticipate offering live music (the Rip It Ups have provided excellent music for us in the past), catered food, and pursuant to a one-day beer and wine license, beer through CCBC sponsor Wachusett Brewery and wine through another sponsor. (Barefoot Wines has provided wine in the past). Part of the after-event is a raffle of donated items, which ranged last year from local art work and jewelry to a Kialoa SUP paddle and Naish SUP board. We estimate the total number of paddlers and supporters for the Wellfleet landing and post-event gathering to be approximately 300-400. In the past, we have rented a tent to supplement the existing Baker Field tent that is in place during the summer. Parking will be at the Mayo Beach or Town Pier parking lots. CCBC paddlers will pay a registration fee of \$135 and be expected to each raise \$650 (including registration fee) for the benefit of Christopher's Haven. After event attendees would be charged a fee to cover food and beverage costs. (The adult per person charge is expected to be \$55). Baker Field activity will end by 9 pm.

The CCBC very much appreciates the town's support in hosting this event and would like to continue the relationship. CCBC has donated 10 stand-up paddleboards and adjustable paddles to Wellfleet's recreation program which are used in the summer recreation program.

Applicant is Responsible for Obtaining all Necessary Permits and Inspections (see page 2)

Action by Board of Selectmen:

____ Approved as submitted:

____ Approved with the following condition(s)

____ Disapproved for following reason(s):

Town Administrator: 2015 approval
was noon - 9:00 PM, no fee,
\$1000. bond, evidence of insurance
including liquor liability naming
Town. (6/9/15 BOS meeting)
Recommended above and trash
removed by event organizers.

USC

4/8/16

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTION

Health/Cons. Agent Signature: <u>Wage</u> Comments/Conditions: _____ PERMITS/INSPECTIONS NEEDED: <u>NONE</u>	Inspector of Buildings Signature: : <u>RGS</u> Comments/Conditions: _____ PERMITS/INSPECTIONS NEEDED: <u>NONE</u>
---	--

Police Dept. Signature: <u>R/S 4/11/16</u> Comments/Conditions: <u>Same as previous years will need</u> PERMITS/INSPECTIONS NEEDED: <u>Detail after</u>	Fire Dept. Signature: : <u>RMA 4/16/16</u> Comments/Conditions: _____ PERMITS/INSPECTIONS NEEDED: _____
--	--

DPW Signature: <u>Paul B. 4/22/16</u> Comments/Conditions: <u>Removal of trash and recycling is the responsibility of event staff. All other event equipment to be removed from site the following day.</u> PERMITS/INSPECTIONS NEEDED: _____	Beach Dept. Signature: <u>SG/Damas</u> Comments/Conditions: <u>(See DPW comments) 5-5-16</u> PERMITS/INSPECTIONS NEEDED: <u>3</u> <u>App needs to reflect dates + times for setup + break down.</u>
--	--

Shellfish Constable Signature: _____ Comments/Conditions: <u>Phone OK 5/12/16</u> PERMITS/INSPECTIONS NEEDED: _____	Harbormaster Signature: : <u>Michael H. Morgan</u> Comments/Conditions: _____ PERMITS/INSPECTIONS NEEDED: _____
--	--

Recreation:
 Okay, please coordinate with Rec Dept re. Set up & Break down of fence & tent & Beer Truck.
Robert D. Morgan

TOWN OF WELLFLEET
APPLICATION FOR PERMIT TO USE TOWN OWNED PROPERTY

Applicant Grant Reed

business: 971.236.2628

Telephone Number personal: 508.737.3592

Affiliation or Group d.b.a. Emanate Surf Project

Mailing Address PO Box 3121

Email address emanate.surf.project@gmail.com

Wellfleet, MA 02667

Town Property to be used (include specific area) White Crest Beach

Date(s) and hours of use: surf lessons: June 1 - Nov 1 / beach clean ups: May 15 - Dec 31 ; sunrise to sunset

Describe activity including purpose, number of persons involved, equipment to be used, parking arrangements, food/beverage service, etc. Also please indicate if fees will be charged by applicant.

Provide surfing lessons, basic waterman instruction and beach clean ups. 1-4 people plus instructor on beach and in water during

scheduled surf lessons. 1-50 people for beach clean ups. Equipment will include but not be limited to: surfboards, leashes, wetsuits

wetsuit boots and gloves, rashguards, beach canopy, beach chairs, coolers, marking flags, portable dry erase boards, gloves and bags

for beach clean ups. Clients will pay for parking via town permit or daily lot fee. No food or beverage service. Fees will be charged to client for surf lessons. No fees will be charged for beach clean ups.

Describe any Town services requested (police details, DPW assistance, etc.)

None.

NOTE TO APPLICANTS: All applications must be accompanied by a non refundable \$20.00 processing fee. Applications must be received at least 30 days prior to the first event date to insure that all reviews can be completed prior to the event. This application is only for permission to use Town property. Any additional licenses, such as food service permit, etc., may be required and it is the applicant's responsibility to secure the same.

Action by the Board of Selectmen:

_____ Approved as submitted

_____ Approved with the following condition(s): _____

_____ Disapproved for following reason(s):

Date: May 5, 2016

MAY - 6 2016


Processing Fee: 20.00 paid

Fee: _____

(over)

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

Health/Cons. Agent Signature: Comments/Conditions: Permits/Inspections needed:	Inspector of Buildings Signature: Comments/Conditions: Permits/Inspections needed:
---	---

Police Dept. Signature:  Comments/Conditions:	Fire Dept. Signature: Richard J. Pauley Jr. (Signature) Comments/Conditions:
---	--

DPW Signature: Paul [Signature] 6/12/16 Comments/Conditions:	Beach Dept. Signature: (OK) [Signature] Comments/Conditions: responsible for taking whatever is collected to the Transfer Station.
--	---

Shellfish Constable Signature: Comments/Conditions:	Harbormaster Signature: Comments/Conditions:
---	--

Recreation Dept. Signature: Comments/Conditions:	Town Administrator: [Signature] Comments/Conditions: event agreement to be signed Customary fee \$350. proof of insurance
--	--

SAME AS
OLAF VALI
6/10/16 BOS

portable toilets for events with more than 50 persons.
remove trash & recycling

16-50

TOWN OF WELFLEET
APPLICATION FOR PERMIT TO USE TOWN OWNED PROPERTY

Applicant Eric Gustafson

Affiliation or Group Fun Seekers

Telephone Number 508-349-1429

Mailing Address 2480 Old Kings Hwy

Email address info@funseekers.org

Welfleet MA 02667

Town Property to be used (include specific area) Chipman Cove, Paine Hollow, Duck Harbor

Gull pond, Long Pond to teach SUP, windsurf, Kiting, Surfing

Date(s) and hours of use: May 1 - Nov 1 2016

Whitecrest

Describe activity including purpose, number of persons involved, equipment to be used, parking arrangements, food/beverage service, etc. Also please indicate if fees will be charged by applicant.

Fees are charged, clients are responsible for parking fees or Welfleet
sticker. Group size is 1-10 depending on activity
Equipment is SUP, windsurf, kitesurf equipment

Describe any Town services requested (police details, DPW assistance, etc.)

None - we try to leave no trace

NOTE TO APPLICANTS: All applications must be accompanied by a non refundable \$20.00 processing fee. Applications must be received at least 30 days prior to the first event date to insure that all reviews can be completed prior to the event. This application is only for permission to use Town property. Any additional licenses, such as food service permit, etc., may be required and it is the applicant's responsibility to secure the same.

Action by the Board of Selectmen:

_____ Approved as submitted

_____ Approved with the following condition(s): _____

_____ Disapproved for following reason(s): _____


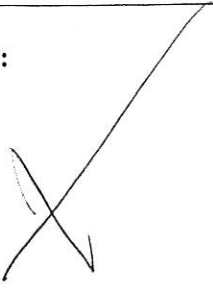
Date: _____



Processing Fee: 20.00
Fee: 350.00 paid


MAY 11 2016

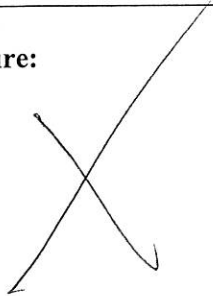
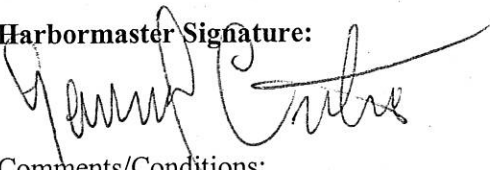
(over)

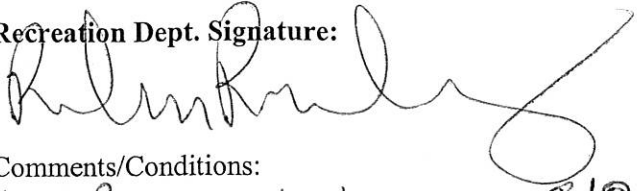
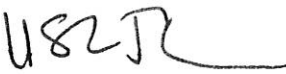
APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

Health/Cons. Agent Signature: 	Inspector of Buildings Signature: 
Comments/Conditions:	Comments/Conditions:
Permits/Inspections needed: <i>OK</i>	Permits/Inspections needed:

Police Dept. Signature:  <i>OK</i>	Fire Dept. Signature:  <i>OK</i>
Comments/Conditions: <i>5/12/16</i>	Comments/Conditions: <i>5/12/16</i>

DPW Signature:	Beach Dept. Signature: 
Comments/Conditions	Comments/Conditions: <i>OK - SUP Lessons at Long Pond in AM only -</i>

Shellfish Constable Signature: 	Harbormaster Signature: 
Comments/Conditions:	Comments/Conditions:

Recreation Dept. Signature: 	Town Administrator: 
Comments/Conditions: <i>Gull Pond Swim Lessons 8-12 Mon-Fri June 27-August 12</i>	Comments/Conditions: <i>See sign map</i>

this could have to occur outside marked swimming area, otherwise OK

16-21

**TOWN OF WELFLEET
APPLICATION FOR PERMIT TO USE TOWN OWNED PROPERTY**

Applicant Dylan Irwin & Lauren Smith / Dan Smith Affiliation or Group _____

Telephone Number 414-708-0975 / 330-283-8340 Mailing Address P.O. Box 907

Email address dylan.irwin5@gmail.com Truro, MA 02666

Town Property to be used (include specific area) Indian Neck Beach, Wellfleet

Date(s) and hours of use: 9/24/2016 3pm wedding ceremony with set up beforehand

Describe activity including purpose, number of persons involved, equipment to be used, parking arrangements, food/beverage service, etc. Also please indicate if fees will be charged by applicant.

Wedding Ceremony with approximately 150 guests.

Equipment to be used includes 80 chairs and an arbour. To be set up early that day, in the late morning, and removed immediately after the conclusion of the ceremony at approximately 3:30pm.

Parking will take place in the lot with approximately half of the guests driving and the other half being dropped off from a shuttle.

No food/beverage service.

No fees charged.

Describe any Town services requested (police details, DPW assistance, etc.)

NOTE TO APPLICANTS: All applications must be accompanied by a non refundable \$20.00 processing fee. Applications must be received at least 30 days prior to the first event date to insure that all reviews can be completed prior to the event. This application is only for permission to use Town property. Any additional licenses, such as food service permit, etc., may be required and it is the applicant's responsibility to secure the same.

Action by the Board of Selectmen:

_____ Approved as submitted

_____ Approved with the following condition(s): _____

_____ Disapproved for following reason(s): _____


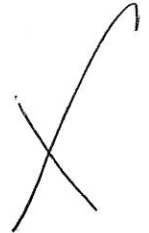
Date: 5/21/16



Processing Fee: 30.00 paid

Fee: _____

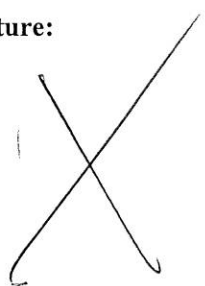
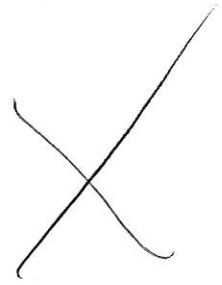
(over)

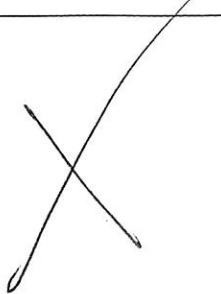

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

Health/Cons. Agent Signature: 	Inspector of Buildings Signature: 
Comments/Conditions:	Comments/Conditions:
Permits/Inspections needed: OK	Permits/Inspections needed:

Police Dept. Signature: 	Fire Dept. Signature: 
Comments/Conditions: OK	Comments/Conditions: 5/2/2016 OK

DPW Signature: Paul Rindley 5/9/16	Beach Dept. Signature: 5/19/16 OK - S. Thomas
Comments/Conditions: Trash and recycling responsibility of event staff	Comments/Conditions: Trash is responsibility of event planners.

Shellfish Constable Signature: 	Harbormaster Signature: 
Comments/Conditions:	Comments/Conditions:

Recreation Dept. Signature: 	Town Administrator: 
Comments/Conditions:	Comments/Conditions: OK we fee \$100 -



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: Harry Sarkis Terkanian, Town Administrator
Subject: May 24, 2016 Use of Town Property Town Administrator Recommendations
Date: May 20, 2016



-
1. Eric Gustafson.
 - a. Proof of liability insurance naming the Town of Wellfleet as insured.
 - b. Annual fee of \$350
 - c. Event sponsor responsible for all trash cleanup from the event(s).
 - d. Use of Long Pond is in AM only
 - e. Use of Gull pond to occur outside the area marked for swim lessons during lessons.
 - f. Customers must comply with all beach parking rules.
 - g. Event organizer to sign facility use agreement.
 2. Dylan Irwin & Lauren Smith. (Wedding)
 - a. Use fee \$100.
 - b. No additional conditions
 3. Harbor Stage Company (Brenda Withers)
 - a. Event organizer responsible for all trash cleanup from the event(s).
 - b. No event fee (local not for profit)
 - c. No tents on raised leaching field.
 - d. No alcohol without separate liquor license.
 4. Zena Bibler & Katie Schetlic
 - a. No conditions
 - b. No event fee
 5. Jody Craven & Christa von der Luft
 - a. Proof of liability insurance naming the Town of Wellfleet as insured including liquor liability coverage.
 - b. Event organizer responsible for all trash cleanup from the event(s).
 - c. Setup and breakdown must not conflict with scheduled Recreation Department Events.
 - d. Organizers to sign facility use agreement.
 6. Grant Reed
 - a. Proof of liability insurance naming the Town of Wellfleet as insured.
 - b. Annual fee of \$350
 - c. Event organizer responsible for all trash cleanup from the event(s).
 - d. Customers must comply with all beach parking rules.
 - e. Event organizer to sign facility use agreement.
 - f. Event organizer to provide portable toilets for events with more than 50 attendees.



High Toss Road Flow Improvements and Public Access - Alternatives Matrix

	Concerns	Option A Complete Removal	Option A+ Bridge at Herring River and At-grade Trail	Alternatives			Option B Long Pedestrian Boardwalk	Option E Concrete Vehicular Bridge Sections with Elevated Travelway
				Fair	Better	Best		
Natural Resources	Water Flow: Meet project objectives for salinity and tidal prism, as well as water and sediment quality	Replacing undersized culvert with open naturalized tidal channel and removal of the existing roadbed to optimize predicted tidal currents and salinity penetration above High Toss Road. Water quality would be greatly improved from present conditions.	Same as Option A.	Same as Option A.	Same as Option A.	Same as Option A.	Same as Option A.	Option includes one 50-foot crossing of the Herring River channel and at least two additional 50-foot crossings, as necessary, to remove any restrictions to predicted tidal currents and salinity penetration above High Toss Road. Water quality would be greatly improved from present conditions.
	Sediment Transport and Soils: Promote natural sediment transport mechanisms, in part thru tidal channel restoration	Replacing undersized culvert with open naturalized tidal channel and removal of the roadbed would promote unobstructed sediment transport mechanisms.	Same as Option A.	Same as Option A.	Same as Option A.	Same as Option A.	Same as Option A.	Replacing undersized culvert with open naturalized tidal channel and removal of the roadbed would substantially improve sediment transport. Travelway segments to remain could obstruct transport mechanisms related to sheet flow over the marsh platform.
	Wetland Habitats and Vegetation: Less and potential restoration of wetland habitats	Removal of the existing roadbed would provide roughly 0.3 acres of salt marsh restoration.	Removal of the existing roadbed would provide roughly 0.2 acres of salt marsh restoration. However, marsh vegetation would be limited within footprint of at-grade trail.	Same as Option A+.	Same as Option A+.	Same as Option A+.	Same as Option A. Boardwalk would be designed to promote adequate light penetration	Elevating existing roadbed would impact roughly 0.4 acres of existing degraded wetland and limit salt marsh restoration opportunities to areas under bridge spans.
	Aquatic Species including Migratory Fish: Promote restoration of estuarine fish assemblage and avoidance of fish passage barriers	Replacing undersized culvert with open naturalized tidal channel would eliminate fish passage barriers. Restored salt marsh within roadbed would provide roughly 0.3 acres of additional nursery habitat for both resident and transient fish species and for estuarine macroinvertebrates, increasing their abundance.	Same as Option A. However, restored wetland habitat would be limited within footprint of at-grade trail.	Same as Option A+.	Same as Option A+.	Same as Option A.	Same as Option A.	Replacing undersized culvert with open naturalized tidal channel would eliminate fish passage barriers. Elevating existing roadbed would impact existing degraded wetland and limit salt marsh restoration opportunities to areas under bridge spans.
	State-listed Rare, Threatened, and Endangered Species: Consequences to State-listed birds, reptiles and insects	Tidal creek improvements and restoration of roughly 0.3 acres of salt marsh within the roadbed would improve habitat for Diamondback Terrapin. No impacts to other State-listed species are anticipated.	Same as Option A. However, restored wetland habitat would be limited within footprint of at-grade trail.	Same as Option A+.	Same as Option A+.	Same as Option A.	Same as Option A.	Tidal creek improvements would improve habitat for Diamondback Terrapin. Direct salt marsh restoration opportunities limited to areas under bridge spans. No impacts to other State-listed species are anticipated.
Cultural Resources	Wildlife: Consequences to birds, mammals, reptiles and amphibians	Existing roadbed is not considered important habitat to birds, mammals, reptiles or amphibians. For salt marsh dependent bird species roughly 0.3 acres of habitat would be restored.	Same as Option A. However, restored wetland habitat would be limited within footprint of at-grade trail. Human presence could discourage use of habitat by some species.	Same as Option A+.	Same as Option A+.	Same as Option A.	Existing roadbed is not considered important habitat to birds, mammals, reptiles or amphibians. For salt marsh dependent bird species roughly 0.3 acres of habitat would be restored. Human presence could discourage use of habitat by some species.	Elevating existing roadbed would impact existing degraded wetland and limit salt marsh restoration opportunities to areas under bridge spans. Human presence could discourage use of habitat by some species.
	Archaeological resources: Minimize potential impacts to areas of archaeological sensitivity	There is a potential for adverse effects to archaeological resources in the APE from construction or other ground disturbance. Additional archaeological assessment would occur prior to construction.	Same as Option A.	Same as Option A.	Same as Option A.	Same as Option A.	Same as Option A.	Same as Option A.
Socioeconomics	Recreational Experience and Public Access: Consistency with public access objectives and recreational opportunities.	Existing recreational access for a variety of user groups including: hiking/walking, jogging, dog walking, horseback riding, cross country skiing, birding, hunting, mountain biking, ATV use, and kayak/canoe launching would be eliminated at this location. There would be a substantial loss in public access.	Maintains non-vehicular access, however trail access, overall length and pedestrian ramp is a concern for both recreation and equestrian uses. Structure would need accessibility for frequent tidal inundation of the trail. Access for paddlesport launching could be accommodated.	Maintains non-vehicular access, but has reduced accessibility with stairs vs. ramp on the east side. This option would not accommodate equestrian uses. Debris accumulation and traction on stairs is a concern for pedestrians. Public access also affected by frequent tidal inundation of the trail. Access for paddlesport launching could be accommodated more easily.	Same as Option A.	Existing access to be improved for most non-vehicular uses. Option B would not accommodate equestrian uses. After restoration, there would be improvements to recreational shellfishing, birding, and visual aesthetics. Access for paddlesport launching is proposed elsewhere. There would be no net loss in public access. Improved travelway conditions could promote additional public access and visits to the area.	Same as Option A.	Maintain existing recreational access for a variety of user groups including horseback riding. After restoration, there would be improvements to recreational shellfishing, birding, and visual aesthetics. Access for paddlesport launching is proposed elsewhere. There would be no net loss in public access. Improved travelway conditions could promote additional public access and visits to the area.
	Viewscape: Consistency with project objectives and aesthetics and maintains current natural setting	Removal of the existing roadbed and re-establishing an open naturalized tidal channel would return site to an undeveloped setting.	Marsh restoration within the former roadbed along with pile-supported bridge generally consistent with coastal landscape character and national park setting.	Same as Option A+.	Same as Option A+.	Same as Option A+.	Same as Option A+.	Substantially elevating low-lying roadway and construction of concrete bridges impacts current natural setting.
	Low-lying Property Access: Meet objectives without restricting short and long-term access to private properties	Possible short-term access limitations during construction. No long-term access impacts to private properties.	Possible short-term access limitations during construction. No long-term access impacts to private properties.	Same as Option A+.	Same as Option A+.	Same as Option A+.	Same as Option A+.	Same as Option A+.

High Toss Road Flow Improvements and Public Access - Alternatives Matrix

Public Safety	Concerns	Option A Complete Removal	Alternatives			Option B Long Pedestrian Boardwalk	Option E Concrete Vehicular Bridge Sections with Elevated Travelway
			<input type="checkbox"/> Fair <input checked="" type="checkbox"/> Better <input type="checkbox"/> Best	Option A+ (modified) Less Compliant Bridge at Herring River and At-grade Trail			
	Avoid hazards to public safety regarding headspace and vehicles; Avoid user conflicts	Alternative would remove all infrastructure so avoids any public safety concerns or user conflicts		Bridge would be designed to accommodate adequate headspace (Low Cord EI, 7.0 ft.). Open channel design would limit any velocity increases at crossing. Debris accumulation/traction on stairs along with frequent tidal inundation of the trail is a safety and liability concern. A potential pedestrian request user conflicts.		Boardwalk would be designed to accommodate adequate headspace (Low Cord EI, 7.0 ft.). Open channel design would limit any velocity increases at crossing. Boardwalk intended to limit user groups.	Bridges would be designed to accommodate headspace above MHW (Low Cord EI, 6.0 ft.). Open channel design would limit velocity increases at crossing. One-lane bridges increase potential for user conflicts.
	Anticipated Cost: Create infrastructure investments that are reasonable to construct and provide the best value for function and purpose, including cost of channel construction	Least anticipated cost due to lack of infrastructure construction and beneficial reuse of excavated roadbed material. Costs for channel naturalization work similar to Option B. General Construction Cost Estimate: \$54,000-80,500		Moderate construction cost. Costs somewhat offset by not constructing an extensive boardwalk or elevated trail sections and the beneficial reuse of excavated roadbed material. Costs for channel naturalization only at the Herring River crossing. General Construction Cost Estimate: \$147,000-220,500		Similar to Option A+. General Construction Cost Estimate: \$147,000-220,500	Substantial construction cost due to proposed length of boardwalk. Costs slightly offset by beneficial reuse of excavated roadbed material. Costs for channel naturalization work similar to Option A. General Construction Cost Estimate: \$351,000-528,500
	Construction Impacts: Minimize construction-related impacts to environment and public access	Least anticipated construction impacts but eliminates public access.		Minor construction-related environmental impacts anticipated but shorter in duration in comparison to Option B. Public access to be restricted during shorter construction period.	Same as Option A+.	Minor construction-related environmental impacts anticipated; pile driving noise impacts greatest for this alternative. Public access to be restricted during longer construction period.	Moderate construction-related environmental impacts anticipated but longer in duration in comparison to Options A or B. Public access to be restricted during longer construction period.
	Life Expectancy: Provide resilient solutions over life cycle	No infrastructure requiring replacement.		With proper maintenance life expectancy of infrastructure should exceed 25 years. Lower anticipated replacement costs but frequent tidal inundation of ramp sections could impact life expectancy.	With proper maintenance life expectancy of infrastructure should exceed 25 years. Lower anticipated replacement costs but frequent tidal inundation of stairs could impact life expectancy.	With proper maintenance life expectancy of infrastructure approx. 25 years. High replacement costs at end of life cycle.	With proper maintenance life expectancy of bridge infrastructure should exceed 50 years. Highest replacement costs at end of life cycle
	Maintenance Requirements: Anticipated maintenance over life cycle	No infrastructure or trail segments requiring maintenance.		Same as Option A+.		Timber boardwalk would require regular application of wood preservative, periodic replacement of damaged/worn components. No trail segments requiring maintenance.	Concrete box beam bridge segments would require annual inspection of exposed concrete on bridge deck and more formal bridge inspection approx. every two years to determine the condition of the structural elements. Travelway anticipated to require repaving approx. every two years. Some maintenance/repair of vegetated travelway embankments anticipated annually.
	Regulatory Compliance	Project Continuity: Overall consistency with EIS project objectives, including a fishing action. Permitability: Compliance with Cape Cod National Seashore		Consistent with objective to reestablish the natural tidal range, salinity distribution, and sedimentation patterns of the estuary. Eliminating access impacts objectives to enhance recreational opportunities over a diversity of restored wetland and open-water habitats. The Herring River estuary is included in the Seashore's natural zone, and is managed to protect natural processes with limited infrastructure.	Generally consistent with objective to reestablish the natural tidal range, salinity distribution, and sedimentation patterns of the estuary. Eliminating access impacts objectives to enhance recreational opportunities over a diversity of restored wetland and open-water habitats. The NPS would work with adjacent landowners or stakeholders by providing guidance on resource protection and interpretation.	Consistent with objective to reestablish the natural tidal range, salinity distribution, and sedimentation patterns of the estuary. Consistent with objectives to educate visitors and enhance recreational opportunities over a diversity of restored wetland and open-water habitats. Option B avoids wetland fill. The NPS would work with adjacent landowners or stakeholders by providing guidance on resource protection and interpretation.	Generally consistent with objective to reestablish the natural tidal range, salinity distribution, and sedimentation patterns of the estuary. Consistent with objectives to educate visitors and enhance recreational opportunities over a diversity of restored wetland and open-water habitats. Roughly 0.5 acres of fill in wetlands for travelway segments would be a regulatory hurdle. Limit of work extends beyond town right-of-way. The NPS would work with adjacent landowners or stakeholders by providing guidance on resource protection and interpretation.

Alternative Description:

Option A: Remove approximately 1,050-ft segment of High Toss Road (including Herring River culvert) and restore main channel/former roadbed. No future recreational access provided.

Option A+: Remove approximately 1,050-ft segment of High Toss Road (including Herring River culvert) and restore main channel/former roadbed with exception of narrow at-grade trail. At the Herring River crossing, construct 6-ft wide/6-ft high pile-supported timber bridge (2.50 CCA timber butt pilings on 10-ft centers, timber abutments, 54-in railing, no material upgrades, Design Live Load H-5: 10,000 lbs [5 tons]). Bridge would include 1:12 ramps with a landing on either side for a total bridge length of approximately 135 ft. No provisions to establish secondary channels.

Option A+(modified): Similar to Option A+ except east end of pile-supported timber bridge would be a stairway in lieu of a 1:12 ramp.

Option B: Remove approximately 1,050-ft segment High Toss Road (including Herring River culvert) and restore main channel/former roadbed. Replace with 1,050-ft long/6-ft wide/6-ft high, pile-supported, pedestrian timber boardwalk (2.50 CCA timber butt pilings on 10-ft centers, timber abutments, 42-in handrail, no material upgrades).

Option E: Construct a series of MassDOT compliant 16-ft wide concrete box beam bridge structures with formed concrete abutments founded on piles. H-20 Design Live Load 40,000 lbs (20 tons). One 60-foot crossing of the Herring River channel and at least two additional 50-foot crossings, as necessary, to remove any restrictions to tidal flow. Roadway elevated to 7.5 ft NAVD 88 with a 12-ft wide gravel road surface with turnouts at two bridge approaches, 3:1 vegetated side slopes. Restore main channel/create secondary channels.



TOWN OF WELLFLEET

300 MAIN STREET WELLFLEET MASSACHUSETTS 02667

Tel (508) 349-0300 Fax (508) 349-0305

www.wellfleetma.org

To: Board of Selectmen
From: Harry Sarkis Terkanian, Town Administrator
Subject: Herring River Restoration; High Toss Road Preferred Alternative
Date: May 20, 2016
CC:

The following are abstracts of minutes from 2015 and 2016 where the Board has discussed design alternatives for High Toss Road.

From the Board's minutes of June 9, 2015:

Herring River Restoration status update of MOU III and recommendation of design alternative for High Toss Road. Terkanian opened the discussion on the current draft of Herring River Restoration Project (HRRP) MOU III dealing with alternatives for High Toss Road and briefly went over how the project is intended to be implemented. He clarified that this project does not commit the Town to any funding other than what the taxpayers will vote to appropriate. Pilcher had concerns about future maintenance costs. Wilson also expressed her concerns and said that she will distribute a memo with suggestions. Donald Palladino of Friends of Herring River presented the High Toss Road design alternative as presented in MOU III. He talked about the three public hearings held so far. Murphy also had concerns on the future maintenance of the road and said that it would put burden on the Town and the taxpayers. Bruinooge wanted to better understand the recommended option referred to A+. Laura Runkel said that she would like to see a solution for community access. Brant Harold talked about a historical research of the area he had done. Terkanian referred to a letter from Jody Birchall received via email on the afternoon prior to the meeting. Palladino explained the natural restoration process and how that might impact the road. He also explained the urgency for a Selectmen's decision in terms of funding opportunities for the design process. Murphy talked about 1973 repair of the road by the DPW when the old dike blew out. Wilson gave an example about a similar tidal situation on Lt. Island. Curt Felix wanted to know if similar to Lt. Island solution has been explored. Pilcher directed Paladin to provide a recommendation for some sort of access aka Option A+. Bruinooge supported this idea. Stephen Spear of the Friends of Herring River clarified that access to High Toss Road could be seen in two ways: 1) legal access, and 2) physical access that is already addressed in three out of the four alternatives. He also explained complications of leaving the elevated area of the road and encouraged the Selectmen to make a decision.

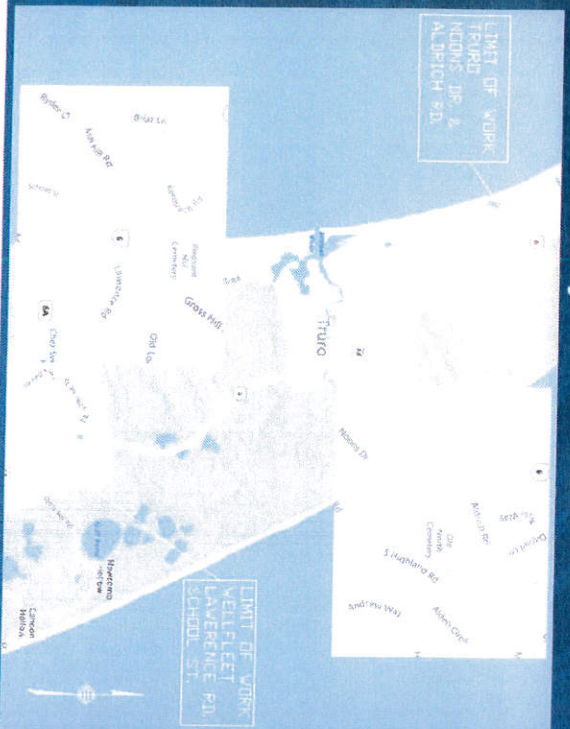
MOTION 215-244: Murphy moved and Bruinooge seconded to eliminate options B, C and D and direct Friends of the Herring River to further explore option A+ of the Herring River Restoration Project. Wilson proposed to amend the motion to not use treated lumber. No one seconded the amendment, Pilcher opposed it and the original motion passed 5-0.

From the Board's minutes of February 23, 2016:

Review of Herring River Restoration Project plans for High Toss Road Don Palladino, Chair of the Herring River Restoration Committee (HRRC)ⁱ explained that High Toss Road in question is State Creek to Griffin Island. He wanted to make sure the public understands the scope of work and the use of the road and gave a brief presentation on the subject by going over four concepts/options A. Removal; B. Timber Walk; C & D various raised embankments/ bridges. He said that the public has been presented about the concept during public meeting on February 11. He showed about a minute time lapse video demonstrating the tidal cycle at the Road. He asked the Selectmen for direction and answered questions. Pilcher went over the four options and explained how the Board made a decision for Option A+ in June 2015. Wilson wanted to know at what point Griffin Island became land accessible. Jodi Birchall said that High Toss Road is one of the very few places to ride a horse on beautiful trails. She did not oppose the HRRC project, but did not support the idea of limiting access of the road and said that the current Option A+ is not in compliance with the ADA. She said that the HRRC should look into a viable, safe and cost friendly option to provide access to the Island. Gail Ferguson agreed with Birchall. Bill Karnduff wanted to know why series of culverts cannot be installed to achieve the benefits of full water flow and still leave land access to High Toss Rd. Palladino answered that the current elevation of three feet would require berms going beyond the current rights-of-way and would require significant materials resulting in raising the scope and cost of the project. He also said that series of culverts will be more expensive than several bridges. Police Chief answered a question raised by Pilcher about emergency access to the area during high tide by saying that the situation will be similar to Lt. Island. Wilson read a message received that day from John Portnoy to the Board advocating removing all High Toss Road improvements. Dave Koontz agreed with the comments by Portnoy and supported the idea of not over-maintaining the area. Steve Curley said that the flow could be accommodated by equal amounts of openings under the road. Wilson said that there are other ways to access the beach over Bound Brook Island Rd, different trails and over Route 6. Birchall wanted to know if this decision should be made by Town vote. Barbara Austin wanted to know how long it would take to see the scenario presented on the time laps video. Palladino answered that full restoration could be 6 to 8 years in the future and the decision will be made by the combined executive body of Wellfleet, Truro and CCNS. Stephen Spear, member of the HRRC said that High Toss Rd comes fairly early in the process and the impact will be seen very soon after the dike is opened. Gary Joseph said that this question has been reviewed for many years and the ultimate goal is restoration of the salt marsh while trying to accommodate the public and said any kind of roadway will obstruct the water flow. Terkanian explained that discontinuing a way will require Town Meeting approval, but a decision for abandonment of a way means that the Selectmen decide to not maintain a way, which requires a specific process, but it is under the purview of the Board of Selectmen. The Board was not ready make a decision and deferred action to a future meeting.

ⁱ Note: Gary Joseph is Chair of the Herring River Restoration Committee. Don Palladino is a trustee of the Friends of the Herring River.

Project Limits



Proposed Bicycle and Roadway Improvements

- Roadway Improvements
 - Providing bike lane markings
 - Adding bike lane signage
 - Shifting existing lane markings to provide minimum 5 foot shoulder width at two intersections
 - Adding dense graded crushed stone shoulders at select locations
 - Installing rumble strip along DYCL
 - Installing loam and seed along unpaved shoulders at select locations
 - Reapplying SWEL and DYCL



ROUTE 6
WELLFLEET
AND
TRURO



TRURO



Existing Roadway Characteristics

- Lack of bicycle lane pavement markings
- Lack of bicycle lane signage
- Reduced marked shoulder width at two intersections (<5')
- Shoulder erosion/drop off



Route 6 - Truro, MA

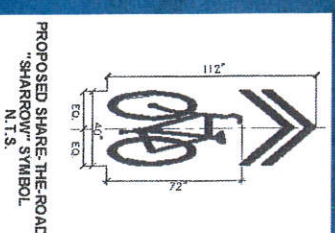
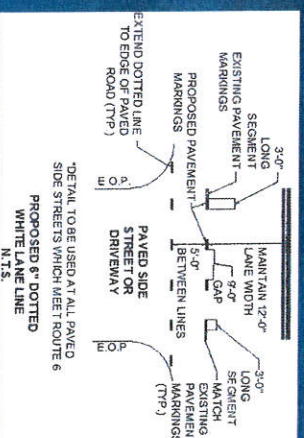
Selected Improvement

- Project Review Committee voted this past February to approve this project to be eligible for TIP funding
- No Right of Way impacts associated with this project
- Anticipated construction cost funding:
80% Federal
20% State
- Preliminary estimate: \$500,000

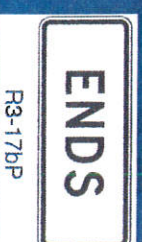
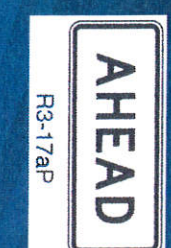
Selected Improvement

- MassDOT Developed bicycle safety accommodation improvements
 - In cooperation with Town of Truro and Town of Truro DPW, MassDOT developed a project to implement improvements

Proposed Pavement Markings



Proposed Signs

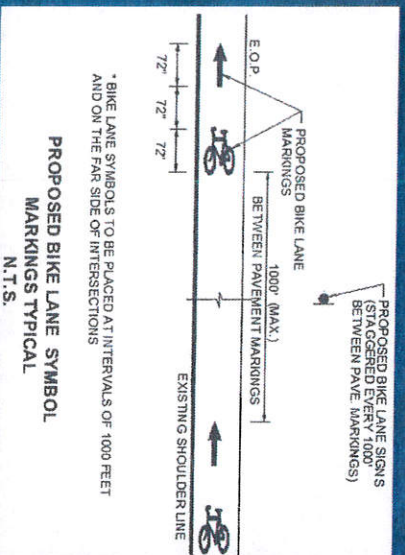


Proposed Conditions



Route 6 at Town Hall Road - (Truro, Ma)

Proposed Pavement Markings



Proposed Conditions



Route 6 at Old Truro Road - (Wellfleet, Ma)

Proposed Conditions



Route 6 at Point Point Road - (Wellfleet, Ma)

Questions / Comments ?



Route 6 - (Wellfleet, Ma.)



Thank You!



Next Steps

- Review public comments
- Advance design to final stage
- Advertise project for bids
- Tentative construction begins
- No work to be done during peak summer months (Memorial Day to Labor Day)



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: Harry Sarkis Terkanian, Town Administrator
Subject: Revisions to the Traffic Rules and Orders and Marina and Mooring
Regulations and Fee Schedule
Date: May 16, 2016
CC: Assistant Town Administrator, Chief of Police, Community Services Director
and Harbormaster

The attached proposed revisions to the Traffic Rules and Orders reflect revisions to the document for form and consistency, an effort to collect all traffic rules in a single location (hence the extension of these regulations to the beach parking lots and to the Marina) and to address the absence of clear overnight parking regulations in the Marina and Mooring Regulations. All changes since the Traffic Rules and Orders were last approved by the Board are indicated in the draft.

Also attached are revisions to the Marina and Mooring Regulations and Fee Schedule consistent with the above.

Changes to these regulations will require a public hearing which can be scheduled for one of the June meetings with a July 1st effective date.

*July 8, 1966
Amended March 13, 1995;
Feb. 24, 2003; March 23, 2004;
June 22, 2004; Feb 22, 2011;
June 18, 2013; May 13, 2014
December 9, 2014*

TRAFFIC RULES AND ORDERS

At a meeting of the Board of Selectmen held in Wellfleet on July 8, 1966, the following vote was duly passed:

The Board of Selectmen of the Town of Wellfleet, acting by virtue of the power given to it by Chapter 40, Section 22, of the General Laws (Ter.Ed.) and by virtue of any other power it hereto enabling, hereby adopts and makes the following rules and orders for the regulation of traffic upon the streets and highways of said Town, the same to be known as Traffic Rules and Orders of the Town of Wellfleet insofar as the said rules and orders or any of them are the same as any valid regulations, rules and orders now in force, they shall be deemed to be a continuation thereof.

By vote under Article 5 of the October 5, 1981 Special Town Meeting the Town accepted Chapter 90, Section 20A½ of the General Laws, (Ter. Ed.)

ARTICLE I

DEFINITIONS

For the purpose of these rules and orders, the words and phrases used herein shall have the following meanings except in those instances where the context clearly indicates a different meaning.

- (a) Street or Highway The entire width between property lines of every way opens to the use of the public for the purpose of travel.
- (b) Roadway That portion of a street or highway between the regularly established curb lines or that part, exclusive of shoulders, improved and intended to be used for vehicular traffic.
- (c) Lane A longitudinal division of a roadway into a strip of sufficient width to accommodate the passage of a single line of vehicles.
- (d) Vehicle Every device in, upon or by which any person or property is or may be transported or drawn upon any street or highway, including bicycles when the provisions of these rules are applicable to them, except other devices moved by human power or used exclusively upon stationary rails or tracks.
- (e) Parking The standing of a vehicle, whether occupied or not, otherwise than temporarily for the purpose of and while actually engaged in loading or unloading, or in obedience to an officer or traffic signs or signals, or while making emergency repairs or, if disabled, while arrangements are being made to move such vehicle.
- (f) Official Traffic Signs All signs, markings and devices, other than signals, not inconsistent with these rules and orders, and which conform to the standards prescribed by the Department of Public Works of the Commonwealth of

Page 2 - Traffic Rules and Orders

Massachusetts and placed or erected by authority of a public body or official having jurisdiction, for the purpose of guiding, directing-, warning, or regulating traffic.

- (g) Officer For the purpose of these rules and orders an officer shall be construed to mean any officer, any constable or special officer, provided he has his badge of office displayed over his left breast and upon his outer garment.
- (h) Emergency Vehicles Vehicles of the Fire Department, Police Department vehicles, ambulances and emergency vehicles of Federal, State and municipal departments or public service corporations when the latter are responding to an emergency in relation to the Police or Fire Departments.
- (i) Official Street Marking Any painted line, legend, marking or marker of any description painted or placed upon any way which purports to direct or regulate traffic and which has been authorized by the Board of Selectmen and which has the written approval of the Department of Public Works, Commonwealth of Massachusetts.
- (j) Person The word "person" shall mean and include any individual, firm, co-partnership, association or corporation.

ARTICLE II

AUTHORITY AND DUTIES OF POLICE

Section 1. Police to Direct Traffic

It shall be the duty of the Police Officers to enforce the provisions of these rules and orders. Police Officers are hereby authorized to direct all traffic either in person or by means of visible or audible signal in conformance with the provisions of these rules and orders, provided that in the event of a fire or other emergency, to expedite traffic or safeguard pedestrians, officers of the Police or Fire Departments may direct traffic as conditions may require, notwithstanding the provisions of these rules and orders.

Section 2. Police May Close Streets Temporarily

The Police may close temporarily any street or highway in an impending or existing emergency, [during construction or repair](#) or for any lawful assemblage, demonstration or procession provided there is reasonable justification for the closing of such street.

Section 3. Police May Prohibit Parking Temporarily

The Police may prohibit, temporarily, parking on any street or highway or part thereof in an impending or existing emergency, [during construction or repair](#) or for a lawful assemblage, demonstration or procession provided there is reasonable justification for such prohibition. Vehicles parked in places where parking is prohibited temporarily may be moved by or under the direction of an officer.

Section 4. Exemptions

Page 3 - Traffic Rules and Orders

The provisions of these rules and orders shall not apply to operators actually engaged in work upon a street or highway closed to travel or under construction or repair, to officers when engaged in the performance of public duties nor to drivers of emergency vehicles while operating in an emergency and in performance of public duties when the nature of the work of any of these necessitates a departure from any part of these rules and orders. These exemptions shall not, however, protect the driver of any vehicle from the consequences of a reckless disregard of the safety of others.

ARTICLE III

TRAFFIC SIGNS, SIGNALS, MARKINGS AND ZONES

Section 1. Interference with Signs, Signals and Markings Prohibited

It shall be unlawful for any person, to willfully deface, injure, move, obstruct or interfere with any official traffic sign, signal or marking.

Section 2.

No driver of any vehicle shall disobey the instructions of any official traffic control signal, sign, marking, or legend, unless otherwise directed by a police officer.

ARTICLE IV

PARKING

Section 1. General Prohibitions

No person shall stand or park and no person shall allow, permit or suffer any vehicle registered in his name to stand or park in any of the following places:

- (a) within an intersection.
- (b) upon any sidewalk.
- (c) upon any crosswalk.
- (d) upon a roadway where parking is permitted unless both wheels on the right side of the vehicle are within twelve (12) inches of the curb or edge of the roadway.
- (e) upon any roadway where the parking of a vehicle will not leave a clear and unobstructed lane at least ten (10) feet wide for passing traffic.
- (f) in front of any private road or driveway.
- (g) upon any street or highway within twenty (20) feet of an intersecting way, except alleys.

Section 2. Prohibited on Certain Streets

Upon the following streets or highways or parts thereof parking is hereby prohibited.

BRIAR LANE – Both sides from Main Street to Route 6.

CAHOON HOLLOW ROAD - both sides from Route 6 to the town owned parking area at Cahoon Hollow.

CHEQUESSETT NECK ROAD - Northerly side from the intersection with Kendrick Avenue to the terminus of the road (The Gut). Southerly side from the intersection with Kendrick Avenue to the eastern side of the Herring River Dike and from the western side of the Herring River Dike to the terminus of the road (The Gut). Parking is specifically allowed along the property line / road frontage located at 915 Chequessett Neck Road.

Commented [HST1]: Appears to be no prohibition from Kendrick Ave to Holbrook Ave.

COMMERCIAL STREET - Both sides from Main Street to Kendrick Avenue.

COVE ROAD - As shown on a plan entitled "Plan of a Town Way in Wellfleet, MA, as laid out by the Selectmen and accepted at a Town Meeting held 2/13/50." Said plan of a Town Way in Wellfleet, MA, to be found at Book & Page 91/87-91 in the Barnstable County Record of Recorded Deeds and to prohibit said parking on both sides of the road, between station 66 + 75.20 and station 70 and 86.65 as shown on said plan, and including that portion of Samoset Road running S. 24' - 38' - 20" E. a distance of 75.46' from station 68 + 90.98 as shown on said plan.

CROSS STREET - Both sides between Chequessett Neck Road and West Main Street.

EAST COMMERCIAL STREET - Both sides from Main Street to Commercial Street.

GRIFFIN ISLAND ROAD - Both sides from Chequessett Neck Road to the Duck Harbor parking area.

GROSS HILL ROAD - Both sides westerly from Route 6 to the Newcomb Hollow parking area.

HOLBROOK AVENUE - Both sides from Main Street to Commercial Street.

KENDRICK AVENUE - Both sides westerly from the Marina to Keller's Corner.

Commented [HST2]: No prohibition between "Keller's Corner" to Chequessett Neck Road.

LECOUNT HOLLOW ROAD - Both sides from Route 6 to Ocean View Drive.

LONG POND ROAD - Both sides from the intersection with Main Street to Ocean View Drive.

MAIN STREET - On the North side from Route 6 to Briar Lane. On the South side from Route 6 to Bank Street and from Holbrook to West Main Street.

NAUSET ROAD - (amended 2/24/03) East side from the intersection with Indian Neck Road and Samoset Road to the town owned parking area at Indian Neck; West side from the intersection with Indian Neck Road and Samoset Road to the area designated as beach parking and thence to the town owned parking area at Indian Neck.

OCEAN VIEW DRIVE - Both sides from LeCount Hollow Road to Gross Hill Road a distance of approximately 15,800 ft.

Commented [HST3]: Distance deleted as redundant

SCHOOL HOUSE ROAD EXTENSION AND STEELE ROAD - Both sides northerly and easterly from Schoolhouse Road approximately 1900 feet.

SCHOOL STREET - Both sides from Gross Hill Road to Main Street.

UNNAMED TOWN WAY AND WEST ROAD - Both sides for approximately 300 feet.

Commented [HST4]: Should clarify where this is. West Road to Route 6? Perhaps Name the street?

WEST MAIN STREET - Both sides from Main Street to Pole Dike Road.

WILSON AVENUE - Both sides from LeCount Hollow Road to Ocean View Drive.

Section 3. - Time Limited in Designated Areas

No person shall park a vehicle for a period of time longer than hereafter specified daily between the hours of 7 a.m. and 6 p.m. Parking regulations will be enforced from June 15 through Labor Day. *(amended May 13, 2014)*

No person shall park a vehicle on Main Street, on-street curb parking on South side between Bank Street and Holbrook Avenue, between the hours of 2:00 AM and 5:00 AM.

No person shall park a vehicle on Main Street, on-street curb parking on South side between Bank Street and Holbrook Avenue, for a period of time longer than two (2) hours between June 15th and Labor Day. *(amended May 13, 2014)*

MAIN STREET MUNICIPAL PARKING LOT (OPPOSITE PRESERVATION HALL)

PARKING LOT - ~~No person shall park a vehicle in the Main Street Municipal Parking Lot for a period of time longer than two (2) hours between June 15th and Labor Day. Two (2)-hour parking.~~

Commented [HST5]: More consistent language

TOWN HALL PARKING LOT - ~~No person shall park a vehicle in the Town Hall Parking Lot for a period of time longer than two (2) hours between June 15th and Labor Day. Two (2)-hours between June 15th and Labor Day except four (4) hours in for spaces marked as four hour parking and except for spaces marked as Town Hall employees only.~~

Commented [HST6]: More consistent language

SOUTH WELFLEET PARKING LOT - ~~No person shall park a vehicle in the South Wellfleet Municipal Parking Lot for a period of time longer than two (2) hours between June 15th and Labor Day. in spaces so marked. Two (2)-hours as marked, otherwise no time limit.~~

Commented [HST7]: More consistent language

BEACH PARKING LOTS - Powers Landing, Indian Neck Beach, Burton Baker Beach, Terminus of Chequessett Neck Road "The Gut", Maguire Landing at LeCount Hollow, White Crest Beach, Cahoon Hollow Beach, Newcomb Hollow, Gull Pond, Long Pond, Great Pond and Duck Pond parking areas. ~~No person shall park a vehicle between the hours of 2:00 AM and 5:00 AM, beach parking permits required June to September.~~

Commented [HST8]: Proposed.

WELFLEET MARINA - Parking regulations for the Marina are set forth in the Marina and Mooring Rules and Regulations adopted by the Board of Selectmen. Violations of Marina parking rules and regulations shall be subject to Article VII of these regulations.

Commented [HST9]: Proposed.

Section 4. Tow-away Zone Regulations

Section 4.1 General

In accordance with the provisions of Chapter 40, Section 22D of the General Laws, the Board of Selectmen of the Town of Wellfleet hereby enacts the following regulations authorizing the removal to a convenient place of vehicles parked or standing in such

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manner, or in such areas as are hereinafter described on any way under the control of the Town of Wellfleet. Vehicles specifically exempt by Chapter 40, Section 22D shall not, however, be subject to such removal.

Section 4.2 Authorization of Police

The moving or towing of any vehicle under the provisions of this Article shall be by and at the direction of the Chief of Police or such officer ~~of the rank of Sergeant or higher as the Chief of Police~~ may from time to time designate.

Section 4.3 Fees

The owner of any vehicle moved or towed to a convenient place, under the provisions of this article, shall be subject to the following fees:

- (a) Removal or towing fee not to exceed that which is provided in or as authorized by Statute Law.
- (b) Storage Fees:
Not to exceed that which is provided in or as authorized by Statute Law.

Section 4.4 Liability for Damage During Removal or Storage

The towing company shall be liable to the owner for any damage arising out of negligence caused to a vehicle in the course of removal and storage.

Section 4.5 General Prohibition Towing Zones

No person shall stand or park or allow, permit or suffer any vehicle registered in his name to stand or park in any of the following places. Vehicles found in violation of the provisions of this Section except those specifically exempt by law, shall be removed to a convenient place under the direction of an officer of the Police Department and the owner of the vehicle so removed or towed away shall be liable to the cost of such removal and storage, if any, as set forth in Section 3 of this Article. The owner of any vehicle removed or towed away under the provisions of this Section shall also be subject to the penalties of fines or parking violations in the Town of Wellfleet in effect at the time of violation.

- (a) Upon any way in such a manner as to impede the removal or plowing of snow or ice except vehicles parked in accordance with approved regulations governing All Night Parking.
- (b) Upon any sidewalk.
- (c) Upon any crosswalk
- (d) Upon any way within twenty (20) feet of an intersecting way except alleys.
- (e) Upon a way within ten (10) feet of a fire hydrant.
- (f) On a roadway side of any vehicle stopped or parked at the edge or curb of the way.
- (g) In front of a public or private driveway.
- (h) Upon any way where the parking of a vehicle will not leave a clear and unobstructed lane at least ten (10) feet wide for passing traffic.

Section 4.6 Parking Prohibitions, Towing Zone

No person shall stand or park or allow, permit or suffer any vehicle registered in his name to stand or park on any of the ways or parts of ways hereinafter described and during the periods of time set forth. Vehicles found in violation of the provisions of this section

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except those specifically exempted by law shall be removed to a convenient place under the direction of an Officer of the Police Dept., and the owner of the vehicle so removed, or towed away shall be liable to the cost of such removal and storage, if any, as set forth in Section 3 of this Article. The owner of any vehicle removed or towed away under the provisions of this section shall be subject to the penalties of fines for parking violations in the Town of Wellfleet in effect at the time of the violation.

BRIAR LANE – Both sides northerly from Main Street to Route 6.

CAHOON HOLLOW ROAD – Both sides from Route 6 to the Cahoon Hollow parking area.

CHEQUESSETT NECK ROAD – Northerly side from Duck Harbor Road to “The Gut” and southerly side from the terminus of the road easterly to the trail access point.
(amended March 23, 2004)

LONG POND ROAD – Both sides from Main Street to Ocean View Drive.

OCEAN VIEW DRIVE – Both sides from LeCount Hollow Road to the intersection with Gross Hill Road.

WEST MAIN STREET – Both sides westerly from Briar Lane to Pole Dike Road,

Section 4.7 Official Traffic Signs

The provisions of Section 4.6 shall be effective only during such time as a sufficient number of official traffic signs bearing the legend TOW-AWAY ZONE are installed, erected, maintained and located so as to be visible to approaching drivers, said signs to be appended above or incorporated into the legend of Parking Prohibition Signs.

Section 4.8 Police to Keep Record of Towed Vehicles

The Police Department shall keep a record of all vehicles towed or removed under the provisions of the Article. Such record shall be retained for one (1) year and shall contain the following information:

1. The registration of the vehicle.
2. The location from which it was towed, and the time and date of tow order.
3. The location to which it was moved.
4. Name of towing contractor, if any.
5. Name and rank of officer who authorized towing.

ARTICLE VI

OPERATION OF VEHICLES

Section 1. Obedience to Isolated Stop Signs

- a. Obedience to Isolated Stop Signs. Except when directed to proceed by a police officer, every driver of a vehicle approaching a stop sign or a flashing red signal indication shall stop at a clearly marked stop line, but if none, before entering the

crosswalk on the near side of the intersection, or, if none, then at the point nearest the intersecting roadway where the driver has a view of approaching traffic on the intersecting roadway before entering it. After having stopped, the driver shall yield the right of way to any vehicle in the intersection or approaching on another roadway so closely as to constitute an immediate hazard during the time when such driver is moving across or within the intersection or junction of roadways. 720 CMR 9.06(13) shall not apply when the traffic is otherwise directed by an officer or by a lawful traffic-regulating sign, signal or device or as provided in 720 CMR 9.06(24) (c).

In accordance with the foregoing, the erection and maintenance of an isolated stop sign, or signs or flashing red signals, as the case may be, are authorized as shown in **Appendix A.**

- b. Flashing Red – When a red lens is illuminated in a traffic control signal by rapid intermittent flashes, and its use has been specifically authorized by the Department of Public Works, Commonwealth of Massachusetts, drivers shall stop before entering the nearer line of crosswalk of the street intersection, or at a stop line when marked, and the right to proceed shall then be governed by provisions of Chapter 89, Section 8 of the General Laws (Ter. Ed.)
- c. Obedience to Yield Signs. - Except when directed by a police officer, every driver of a vehicle approaching a yield sign shall in obedience to such sign slow down to a speed reasonable for the existing conditions and, if required for safety to stop, shall stop at a clearly marked stop line, but if none, before entering the crosswalk on the near side of the intersection, or, if none, then at the point nearest the intersecting roadway where the driver has a view of approaching traffic on the intersecting roadway before entering it. After slowing or stopping, the driver shall yield the right of way to any vehicle in the intersection or approaching on another roadway so closely as to constitute an immediate hazard during the time such driver is moving across or within the intersection or junction of roadways; provided, however, that if such a driver is involved in a collision with a vehicle in the intersection or junction of roadways, after driving past a yield sign without stopping, such collision shall be deemed prima facie evidence of his failure to yield the right of way¹. 720 CMR 9.06(14) shall not apply when the traffic is otherwise directed by an officer or by a lawful traffic regulating sign, signal or device or as provided in 720 CMR 9.06(24)(c). (*added December 9, 2014*)

In accordance with the foregoing the erection and maintenance of “Yield” signs are authorized so as to face:

Eastbound drivers on Chequessett Neck Road at Kendrick Ave
Northbound drivers on Kendrick Ave at Chequessett Neck Road

ARTICLE VII

RESPONSIBILITY, PENALTIES AND REPEALS

Section 1. Owner Prima Facie Responsible for Violations

¹ See, MGL c. 89, s. 9

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If any vehicle is found upon any street or highway in violation of any provisions of these rules and orders and the identity of the driver cannot be determined, the owner or the person in whose name such vehicle is registered, shall be held prima facie responsible for such violation.

Section 2. Penalties

Any person convicted of a violation of any rule, regulations or order made hereunder, except as otherwise provided, shall be punished by a fine not exceeding twenty dollars (\$20) for each offense. See schedule of fines attached.

Section 3. Repeal

These rules are adopted with the intent that each of them shall have force and effect separately and independently of every other except insofar as by express reference or necessary implication any rule or any part of a rule is made dependent upon another rule or part thereof.

The provisions of these rules so far as they are the same in effect as those of any valid existing rules, orders, or regulations heretofore made by the Selectmen of Wellfleet relative to or in connection with official signs, lights, markings, signal systems or devices shall be construed as a continuation thereof, but all other existing rules, orders and regulations so made for the regulation of vehicles are hereby expressly repealed. This repeal, however, shall not affect any punishment or penalty imposed or complaint or prosecution pending at the time of the passage hereof or an offense committed under any of the valid rules, orders or regulations hereby repealed.

July 8, 1966
Amended June 24, 2002;
March 23, 2004;
May 13, 2014

SCHEDULE OF FINES

1. No Beach Permit - \$75
2. Unauthorized Beach Permit - \$75
3. Within 20' of Intersection - \$50
4. Over 1 Foot ~~From~~from Curb - \$50
5. Within an Intersection - \$50
6. Upon a Sidewalk or Crosswalk - \$50
- 7A. Upon a Roadway in Rural District - \$75
- 7B. Off Road in Woods - \$75
- 8A. Upon a Private Road - \$50
- 8B. Across a Driveway - \$50
9. Upon a Street or Highway Posted No Parking - \$50
10. Bus Stop - \$50
11. Load Zone - \$50
12. All Night Parking When Restricted - \$50
13. Snow Removal - \$50
14. Obstructing Fire/Police Station - \$50
15. Street Cleaning - \$50
16. Rescue/Fire Lane - \$75
17. Handicapped Parking - \$300
18. No Stopping or Standing on Roadway - \$50
19. Double Parking - \$50
20. Restricted Area - \$75
21. Improper Parking - \$50
22. Beach Parking Regulations - \$75
23. Tow Zone - \$75
24. Town Hall Parking Lot - \$50
25. Town Hall Employee Parking Area - \$50
26. Municipal Parking Lot - \$30
27. Other - \$50

Commented [HST10]: \$75?

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ATTACHMENT APPENDIX A – a separate excel file



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: Harry Sarkis Terkanian, Town Administrator
Subject: Recreation Department Sign at Town Hall
Date: May 6, 2016
CC:

The Recreation Department would like to place a sign behind Town Hall as more fully described in the email from the Director of Community Services excerpted below. The sign would be available to other Town departments when not used by Recreation.

I would like to place this type of signboard behind Town Hall in the hosta bed that parallels the handicapped ramp. It could accommodate a full size poster advertising that week's Recreation concerts/events and give those programs a promo in the center of Town without using the dreaded A-frame signs on Town Hall lawn. It would be locked and accessible only to Rec staff members. Becky has the money in her budget. There is no upkeep to the material and we would only need help from the DPW to install it initially. I'd like to talk to the BOS about it given the past discussions about signs around Town Hall.
Suzanne



Overall dimensions: 78" tall by 52" wide. Viewing area 42" high by 28.25" wide.



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: Harry Sarkis Terkanian, Town Administrator
Subject: Classification of Employees under the Conflict of Interest Law (MGL c. 268A)
Date: May 20, 2016
CC:

Part of the May 5, 2016 Town Administrator's report was a report on the current Town of Wellfleet positions that are classified as special municipal employees under the conflict of interest law accompanied by recommendations for additions, revisions and deletions. Those two lists are also attached to this memorandum along with a third list that represents a proposed list of positions for the Board to classify as special municipal employees.

"Special Municipal Employee" is a classification defined in the open meeting law which can be applied to positions of employment. The statutory definition, from chapter 268A, section 1 is as follows:

(n) "Special municipal employee", a municipal employee who is not a mayor, a member of the board of aldermen, a member of the city council, or a selectman in a town with a population in excess of ten thousand persons and whose position has been expressly classified by the city council, or board of aldermen if there is no city council, or board of selectmen, as that of a special employee under the terms and provisions of this chapter; provided, however, that a selectman in a town with a population of ten thousand or fewer persons shall be a special municipal employee without being expressly so classified. All employees who hold equivalent offices, positions, employment or membership in the same municipal agency shall have the same classification; provided, however, no municipal employee shall be classified as a "special municipal employee" **unless he occupies a position for which no compensation is provided or which, by its classification in the municipal agency involved or by the terms of the contract or conditions of employment, permits personal or private employment during normal working hours, or unless he in fact does not earn compensation as a municipal employee for an aggregate of more than eight hundred hours during the preceding three hundred and sixty-five days.** For this purpose compensation by the day shall be considered as equivalent to compensation for seven hours per day. A special municipal employee shall be in such status on days for which he is not compensated as well as on days on which he earns compensation. All employees of any city or town wherein no such classification has been made shall be deemed to be "municipal employees" and

shall be subject to all the provisions of this chapter with respect thereto without exception. (emphasis added)

Classification as a special municipal employee is by vote of the Board of Selectmen. All positions to be classified must meet the requirements in bold above. All similar positions must be classified the same way (see underlined text above.)

While the differences in limitations imposed on municipal employees as compared to special municipal employees is quite nuanced, employees who are classified as special municipal employees are prohibited in engaging in outside transactions involving the Town which fall within their official responsibility while employees not classified as special municipal employees are generally prohibited from any transaction in which Town has an interest. Employees are, of course, encouraged to seek advice specific to their situation when in doubt.

The most recent classification by the Board of which I am aware is from 1994 and is attached as Appendix A to which I have added my recommendation and comments.

The list of omitted positions I have identified is attached as Appendix B to which I have added my comments on which positions should be considered for classification as 'specials.

Appendix C represents Appendices A & B merged into a single list with the changes I have recommended applied.

Appendix A

SPECIAL MUNICIPAL EMPLOYEES - as designated by the Wellfleet Board of Selectmen As of December, 1994

Position	TA Recommendation	TA Comments
Advisory Committees to Board of Selectmen	Delete	Cannot designate a category, must be a specific position
Animal Inspector	Delete	Appointed by MDAR
Assistant Building Inspector		position vacant
Assistant Wiring Inspector		
Beach Administrator	Delete	Merged into the Director of Community Services, full time position
Beach Study Committee	Delete	Disolved?
Board of Water Commissioners		
Call firefighters (previously "volunteer")		Do any work more than 800 hours?
Cape Cod Commission Coastal Resources Committee Representative		
Cape Cod Commission Representative		
Cape Cod Commission Shellfish Advisory Committee Representative		
Cape Cod National Seashore Park Advisory Committee Representative	Delete, not a municipal employee	Town nominates but Secretary of Interior appoints
Cape Cod Regional Technical High School Committee Member		
Comentery Commissioners		
Commission on Disabilities		
Computer Study Committee	Delete	Disolved
Cultural Council		
Deputy Shellfish Constables (part-time)	Delete	All work full time; not eligible
Election Officer		
Emergency Planning Committee	Delete	No such Committee
Forest Fire Warden		
Hearings Officer	Redesignate with correct name	Parking Heraings Officer
Historical Commission		
Library Trustees		
Lifeguards		

Appendix A

Marina Night watchmen (less than 800 hrs)		
Moderator		
Natural Resources Advisory Board		
Nauset Regional School Committee		
Parking Control Officers (less than 800 hrs)		
Parking/Traffic Committee	Delete	No such Committee
Part-time Clerks/Secretaries (less than 800 hrs)		
Part-time Custodians (less than 800 hrs)		
Part-time School cafeteria Employees (less than 800 hrs annually)		
Part-time School Counselors (less than 800 hrs annually)		
Part-time School Therapists (less than 800 hrs annually)		
Personnel Board		
Planning Board		
Plumbing & Gas Inspector		
Police Matrons		
Recycling Commission	Redesignate with correct name	Should be Recycling Committee
Regional Transit Authority Representative		
Registrars of Voters		
Seasonal laborers (less than 800hrs)		
Shellfish Advisory Committee		
Special Police Officers (less than 800 hrs)		
Town bylaw Committee		
Town Hall Building Committee		Has this been dissolved?
Wiring Inspector		
Zoning Board of Appeals		

Appendix B

Candidate Committees and Positions not Classified

Alternate Inspector of Buildings		
Alternate Plumbing & gas inspectors		
Alternate Inspectors of wires		
Barnstable County Assembly of Delegates		Not a town employee
Barnstable Dcounty Home Consortium Member		
Beach Parking Task Force		
Bike and Walkways Committee		
Board of Assessors		
Board of Health		
Board of Selectmen (automatic in towns < 10,000)	no action needed	Specials by statute
Building and Needs Assessment Committee		
Bylaw Committee		
Cable Advisory Committee		
Cape Cod Water Protection Collaborative		
Cape Cod Water Protection Collaborative	no action needed	sub committee of WaterProtection Collaborative
Cape Light Compact Governing Board		
Charter Review Committee		
Citizens Economic Development Committee (if		
Community Preservation Committee		
Comprehensive Wastewater Management		Have not met recently, work is essentially
Comprehensive Wastewater Planning Ad Hoc		Have not met recently, work is essentially
Conservation Commission		
Constables		
Council on Aging Advisory Board		
Energy Committee		
Finance Committee		
Health Care Campus Committee	no action needed	Disolved 12/7/2009
Herring River Restoration Committee		
Herring Warden		Part time, \$2,500 stipend
Housing Authority members		
Library Assistants, Temporary		All work less than 800 hours.
Library Pages		All work less than 800 hours.
Local Comprehensive Plan Working Group		
Local Comprehensive Planning Implementation	no action needed	Disolved 7/8/14
Local Housing Partnership		

Appendix B

Marina Advisory Committee	
Mayo Creek Restoration Committee	
Open Space Committee	
Outer Cape Intermunicipal Committee	no action needed
Police Station Building Committee	advisory only
Recreation Committee	
Recreation Department Seasonal Employees	Work less than 800 hours (typically 12 weeks)
School Committee	
School Council	MGL c. 71 s. 59C
Senior Tax Workoff Coordinator	Unpaid, only occasional duties
Social and Human Services Committee	
Taxation Aid Committee	
Town Administrator Search Committee	Temporary, unpaid, less than 800 hours.
Union 54 School Committee	
Veterans Tax Workoff Coordinator	Unpaid, only occasional duties
Veterans Agents	Part time

Merged List of Positions From Appendix A an Appendix B with deletions as indicated

Alternate Inspector of Buildings
Alternate Inspectors of wires
Alternate Plumbing & gas inspectors
Assistant Building Inspector
Assistant Wiring Inspector
Barnstable Dcounty Home Consortium Member
Beach Parking Task Force
Bike and Walkways Committee
Board of Assessors
Board of Health
Board of Water Commissioners
Building and Needs Assessment Committee
Bylaw Committee
Cable Advisory Committee
Call firefighters (previously "volunteer")
Cape Cod Commission Coastal Resources Committee Representative
Cape Cod Commission Representative
Cape Cod Commission Shellfish Advisory Committee Representative
Cape Cod Regional Technical High School Committee Member
Cape Cod Water Protection Collaborative
Cape Light Compact Governing Board member
Charter Reviewe Committee
Comemtery Commissioners
Commision on Disabilities
Community Preservation Committee
Comprehensive Wastewater Management Planning Committee
Comprehensive Wastewater Planning Ad Hoc Committee
Conservation Commission
Constables
Council on Aging Advisory Board
Cultural Council
Election Officer
Energy Committee
Finance Committee
Forest Fire Warden
Herring River Restoration Committee
Herring Warden
Historical Commission
Housing Authority members
Library Assistants, Temporary
Library Pages
Library Trustees
Lifeguards
Local Comprehensive Plan Working Group
Local Housing Partmership
Marina Advisory Committee
Marina Night watchmen (less than 800 hrs)
Mayo Creek Restoration Committee
Moderator
Natural Resources Advisory Board
Nauset Regional School Committee

Open Space Committee
Parking Control Officers (less than 800 hrs)
Parking Hearing Officer
Part-time Clerks/Secretaries (less than 800 hrs)
Part-time Custodians (less than 800 hrs)
Part-time School cafeteria Employees (less than 800 hrs annually)
Part-time School Counselors (less than 800 hrs annually)
Part-time School Therapists (less than 800 hrs annually)
Personnel Board
Planning Board
Plumbing & Gas Inspector
Police Matrons
Police Station Building Committee
Recreation Committee
Recreation Department Seasonal Employees
Recycling Committee
Regional Transit Authority Representative
Registrars of Voters
School Committee
School Council
Seasonal laborers (less than 800hrs)
Senior Tax Workoff Coordinator
Shellfish Advisory Committee
Social and Human Services Committee
Special Police Officers (less than 800 hrs)
Taxation Aid Committee
Town Administrator Search Committee
Town bylaw Committee
Union 54 School Committee
Veterans Agents
Veterans Tax Workoff Coordinator
Wiring Inspector
Zoning Board of Appeals



TOWN OF WELFLEET

300 MAIN STREET WELFLEET MASSACHUSETTS 02667

Tel (508) 349-0300 Fax (508) 349-0305

www.wellfleetma.org

May ---, 2016

Olga Kahn
30 Marsh View
Wellfleet, MA 02556

RE: Town of Wellfleet- Board of Selectmen
Open Meeting Law Complaint received on May 11, 2016 as revised by revision
received on May 12, 2016.

Ms. Kahn:

The above referenced and enclosed Complaint alleges a violation of the open meeting law by the Wellfleet Board of Selectmen on May 10, 2016. The gravamen of your complaint is that had you known that there was another individual interested in appointment as Wellfleet's representative to the Barnstable County Assembly of Delegates, you would have prepared differently for the Board of Selectmen's meeting on May 10th.

The Board met on May 24, 2016 to discuss the Complaint and consider its response. At its meeting, the Board authorized me to issue this response to your Complaint. It is the Board's position that it complied with the Open Meeting Law relative to its meeting on May 10, 2016 for the reasons set forth below.

At a meeting of the Board of Selectmen held on March 8, 2016, pursuant to a properly posted meeting agenda, Ned Hitchcock, Wellfleet's elected representative to the Assembly of Delegates announced his intention to resign from that position not later than April 27, 2016. His announcement is reflected in the minutes of that meeting.

At the April 12, 2016 meeting of the Board of Selectmen, during the public notices section of the meeting, the Town Administrator announced the vacancy and noted that the latest scheduled meeting at which the Board could vote to fill the vacancy was the May 10, 2016 meeting. No deadline was announced for applications to fill the vacancy at that meeting or at any other time.

On April 22, 2016 the Town Clerk received notice from the Clerk of the Barnstable County Assembly of Delegates that Mr. Hitchcock had resigned effective that day. The resignation triggered a 21 day period during which the Board of Selectmen could, by majority vote, appoint an individual to fill the remainder of Mr. Hitchcock's unexpired term. The notice of vacancy was posted by the Town Clerk as required by the Barnstable County Charter.

On May 6, 2016 an application was received from Olga Kahn to fill the Assembly of Delegates vacancy. Also on May 6, 2016 the agenda for the May 10, 2016 Board of Selectmen's meeting was duly posted in compliance with the Open Meeting Law. Posting was on bulletin boards inside and outside Town Hall and on the Town's web site. The agenda was emailed to all subscribers. The agenda included the following statement with respect to the Assembly of Delegates vacancy: "Nomination of Assembly of Delegates Member. Application on File: Olga Kahn."

Also, on May 6, 2016 a document containing all of the meeting materials on hand, which included Ms. Kahn's application was posted on the Town web site and printed copies were made available to the members of the Board of Selectmen and one representative of the press. Ms. Kahn's application was received on the last possible day for inclusion in the meeting materials and its filing was not publicly announced prior to the release of those materials. The meeting materials are not part of the Open Meeting Law notice requirements and do not need to be posted in advance of the meeting.

On May 9, 2016 an application for the Assembly of Delegates was received from Lilli-Ann Green. Also on May 9th an email in support of Ms. Green's candidacy was received at the Board's general email address. On May 10, 2016, also by email, a letter supporting Ms. Green's candidacy was received at the general email address. Copies of these documents were made available to the selectmen. No change was made to either the meeting packet or the posted meeting agenda.

At the May 10, 2016 meeting, the Board interviewed both candidates in open session. After deliberating in open session a motion to appoint Ms. Kahn was offered and lost, having failed to obtain a majority vote. A motion to appoint Ms. Green was then offered and adopted by majority vote. The draft minutes of that meeting accurately reflect the events which occurred at the meeting.

The Open Meeting Law, General Laws, chapter 30A, sections 18-25 sets forth meeting notice requirements for both timing and place of posting and content requirements. As to content, the notice must contain "a listing of topics that the chair reasonably anticipates will be discussed at the meeting." Inclusion of "Nomination of Assembly of Delegates Member" fulfils this requirement and is adequate to notify the public that the Board will be acting to fill the vacancy. The statement that Ms. Kahn's application was on file provides additional information, but does not restrict the Board in its choice of appointee.

Contrary to the assertion in the Complaint, no amended agenda was posted. Also contrary the assertion in the Complaint, there was no announced deadline for filing of applications by persons interested in filling the vacancy. Nor is there a requirement that an amended agenda be posted or that a revised copy of meeting materials be released. The only May 6, 2016 deadline was the Open Meeting Law requirement that the agenda be posted not less than 48 hours prior to the date and time of meeting, weekends and legal holidays excluded. (See, MGL, chapter 30A, section 20 (b)..See also, 940 CMR 29.03.)

This issue has most recently been reviewed by the Massachusetts Attorney General in case OML 2016-53. In that case on facts substantially similar to the present case, the Attorney General concluded that no violation of the Open Meeting Law occurred.

Accordingly, after review, it is the position of the Board of Selectmen that there has been no violation of the Open Meeting Law in connection with the action of the Board in filling the Assembly of Delegates vacancy and therefore no corrective action by the Board is required.

Wellfleet Board of Selectmen

Dennis Murphy, Chair

Enc.

cc: Office of the Attorney General, Division of Open Government



Board of Selectmen

The Wellfleet Board of Selectmen will hold a public meeting on Tuesday, May 10, 2016 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 Comment [7:00]** *Note: Public comments must be brief. The Board will not deliberate or vote on any matter raised solely during Announcements & Public Comment.*
- II. **Public Hearing(s) [7:05]**
 - A. Amend Beach Department fees by adding a new beach fee for bus drop off at beaches.
 - B. Amend Beach Rules and Regulations by adding new section 8(b) prohibiting the operation of unmanned aircraft at Town beaches. [Community Services Director]
- III. **Licenses**
 - A. Food Truck & Common Victualler licenses: Ben Trusiak d/b/a Shuck Truck; Michael Banghart d/b/a 349 Events; Murro Van Meter d/b/a The Leaside Café LLC; Joeys Food Truck and Provincetown Pilgrim Properties, LLC d/b/a Kung Fu Dumplings
 - B. Special Event Liquor Licenses: 1) SPAT for beer and wine license on October 15 & 16, 2016; 2) Wellfleet Harbor Actors Theater for all alcohol license on July 10 & 26, 2016
- IV. **Appointments/Reappointments**
 - 1) Nomination of Assembly of Delegates Member. Application on file: Olga Kahn
 - 2) Full Time Police Officer: Kevin LaRocco, George Spirito, Ryan Murphy, Laecio De Oliveira and Mark Braun from July 1, 2016 through June 30, 2017
 - 3) Special Police Officer: Scott Higgins, Jonathan Hale, Jerre Austin, Bryan Dufresne, Mac Spigel from July 1, 2016 through June 30, 2017
 - 4) Special Police Officer – Department Chaplain: Paul Cullity from July 1, 2016 through June 30, 2017
 - 5) Community Service Officer: Doig Leathan, May 23, 2016 through June 30, 2017
 - 6) Designation of Harry Terkanian as Chief Procurement Officer to June 30, 2016
 - 7) Charter Review Committee nominations
 - 8) Building & Needs Assessment Committee with term ending June 30, 2018; Application on file: Harry Sarkis Terkanian [1 vacancy]
 - 9) Board of Water Commissioners with term ending June 30, 2016; Applications on file: Curt Felix and Miriam Spencer [1 vacancy]
 - 10) Zoning Board of Appeals Alternate with term ending June 30, 2017; Applications on file: Reatha Ciotti and John Cumbler [1 vacancy]
 - 11) Board of Health with term ending June 30, 2019; Applications on file: John Cumbler and Hannelore Vanderschmidt [1 vacancy]

V. Use of Town Property

- 1) SPAT for OysterFest on October 15 & 16, 2016; Application fee paid; event fee TBD
- 2) Brenda Withers of Harbor Stage Company to use Town Landing on July 25 for fundraising event; Application fee paid; event fee TBD
- 3) Michael Banghart to use the band stand end of the pier from May 1 to October 31, 2016 for food concession truck; application fee paid; event fee TBD.
- 4) Lisa Buchs to use the Western side of Indian Neck Beach for a wedding ceremony on June 18, 5 pm – 6 pm; application fee paid; \$100 event fee due.
- 5) Gary Kersteen to use Baker Field Tent for a retirement party on June 26, 2 pm – 5:30 pm; application fee paid; event fee TBD.
- 6) James Gallant and Natalie Hill to use Mayo Beach on September 10, 3 pm – 4 pm for a wedding ceremony; application fee paid; \$100 event fee due.
- 7) Della Spring Cushing to use Mayo Beach on Tuesdays and Thursdays in July & August, 8:30 am-9:45 am for yoga and meditation lessons; application fee paid; event fee TBD
- 8) Olaf Valli to use Whitecrest Beach for surf lessons April 1 - December 31; application fee paid; event fee TBD.

VI. Business

- A. MassDOT presentation on Route 6 bicycle access improvements [MasDOT]
- B. MOU regarding a High Water Mark Sign Project [ATA]
- C. Possible Recreation Department Events Signage at Town Hall. [Community Services]
- D. Award of concessions contract to Murro Van Meter d/b/a The Leaside Café LLC for Newcomb Hollow Town Beach. [ATA]
- E. Award of concessions contract to Michael Banghart d/b/a 349 Events/Solace for Maguire Landing Town Beach. [ATA]
- F. Affordable Housing Restriction [TA]

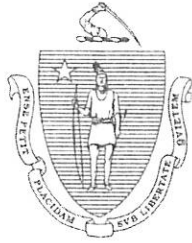
VII. Town Administrator's Report

VIII. Future Concerns

IX. Correspondence and Vacancy Report

X. Minutes [April 12, April 20, April 25 and May 3]

XI. Adjournment



MAURA HEALEY
ATTORNEY GENERAL

THE COMMONWEALTH OF MASSACHUSETTS
OFFICE OF THE ATTORNEY GENERAL

ONE ASHBURTON PLACE
BOSTON, MASSACHUSETTS 02108

TEL: (617) 727-2200
www.mass.gov/ago

April 19, 2016

OML 2016 – 53

Brian W. Riley, Esq.
Kopelman and Paige, P.C.
101 Arch Street
Boston, MA 02110

RE: Open Meeting Law Complaint

Dear Attorney Riley:

This office received a complaint from Jay Givan, dated February 26, 2016, alleging that the West Boylston Board of Selectmen (the “Board”) violated the Open Meeting Law, G.L. c. 30A, §§ 18-25. The complaint was originally filed with the Board on December 23, 2015, and, after an extension of time was granted, the Board responded by letter dated January 25, 2016.¹ In his complaint, Mr. Givan alleges that the Board violated the Open Meeting Law by discussing a topic during a meeting that was not listed on the meeting notice.²

Following our review, we find that the Board did not violate the Open Meeting Law. In reaching this determination, we reviewed the original complaint, the Board’s response, and the request for further review filed with our office.

FACTS

We find the facts as follows. During a meeting on November 4, 2015, the Board decided to form a search committee to evaluate candidates to fill a town administrator position. Individuals who wished to be considered for appointment to this committee were directed to apply by November 13, 2015. On November 16, 2015—three days after the application period closed—an additional person applied to serve on the search committee. The Board scheduled a meeting for November 18, 2015, and posted notice. The meeting notice stated that the Board would discuss the search committee—“TOWN ADMIN SEARCH CMTE. SELECTION”—but

¹ We note that the original complaint was not made on the Attorney General’s Open Meeting Law complaint form. See 940 CMR 29.05(1). As such, the Board was not required to respond to it. Since the Board treated this as a properly-filed complaint and responded accordingly, we exercise our discretion to review the underlying allegation.

² The complaint also contains implied allegations that the Board violated state conflict of interest laws. These allegations do not concern the Open Meeting Law, and we therefore decline to review them. See OML 2015-10. We refer the complainant to the State Ethics Commission for further information.

it did not specify the names of the individuals who had applied. The Board held the November 18, 2015 meeting as planned, during which the late applicant was selected to serve on the search committee.

DISCUSSION

The Open Meeting Law requires public bodies to post notice of all meetings. G.L. c. 30A, § 20(b). Meeting notices must include "the date, time and place of such meeting and a listing of topics that the chair reasonably anticipates will be discussed at the meeting." *Id.* Topics must be listed with "sufficient specificity to reasonably advise the public of the issues to be discussed at the meeting." 940 CMR 29.03(1)(b). We generally consider a topic to be sufficiently specific when a reasonable member of the public could read the notice and understand the anticipated nature of the public body's discussion. See OML 2011-44.

Here, the complaint alleges that the meeting notice should have identified all individuals who had applied to serve on the search committee, particularly the name of the late applicant. The Open Meeting Law does not require this. Rather, the law requires public bodies to notify the public of the anticipated nature of its discussions. Here, the Board provided sufficient information for a reasonable member of the public to understand that the Board would be making its selection from among the applicants for the search committee. We therefore conclude that the Board did not violate the Open Meeting Law in this regard.

While not raised in the complaint, we note that the Board did not respond to the original complaint within the required time frame. Within 14 business days after receiving a complaint, unless an extension has been granted by the Attorney General, the public body shall review the complaint's allegations; take remedial action, if appropriate; and send to the Attorney General and the complainant a copy of the complaint and a description of any remedial action taken. G.L. c. 30A, § 23(b); 940 CMR 29.05(5). Here, the Board sought and obtained an extension of time from our office until January 22, 2016. Despite this extension, the Board did not respond until January 25, 2016. We take this opportunity to remind the Board of its obligations under the Open Meeting Law.

CONCLUSION

For the reasons stated above, we find that the Board did not violate the Open Meeting Law. We now consider the complaint addressed by this determination to be resolved. This determination does not address any other complaints that may be pending with our office or the Board. Please feel free to contact the Division at (617) 963 - 2540 if you have any questions.

Sincerely,



Kevin W. Manganaro
Assistant Attorney General
Division of Open Government

cc: Jay Givan

West Boylston Board of Selectmen

This determination was issued pursuant to G.L. c. 30A, § 23(c). A public body or any member of a body aggrieved by a final order of the Attorney General may obtain judicial review through an action filed in Superior Court pursuant to G.L. c. 30A, § 23(d). The complaint must be filed in Superior Court within twenty-one days of receipt of a final order.



OPEN MEETING LAW COMPLAINT FORM

Office of the Attorney General
One Ashburton Place
Boston, MA 02108



Please note that all fields are required unless otherwise noted.

Your Contact Information:

First Name: OLGA Last Name: KAHN

Address: 30 MARSH VIEW

City: WELLFLEET State: MA Zip Code: 02667

Phone Number: 508 349-0997 Ext. _____

Email: olgakahn@comcast.net

Organization or Media Affiliation (if any): —

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?

(For statistical purposes only)

☒ Individual ☐ Organization ☐ Media

Public Body that is the subject of this complaint:

☒ City/Town ☐ County ☐ Regional/District ☐ State

Name of Public Body (including city/town, county or region, if applicable): WELLFLEET BOARD OF SELECTMEN

Specific person(s), if any, you allege committed the violation: _____

Date of alleged violation: 5/10/16

Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

1. Meeting agenda was amended prior to the meeting date (5/10/16) without any notice to the public.
2. Lilli Green's application for nomination was considered at the Board of Selectmen's meeting on 5/10/16, even though her application (dated 5/9/16) was submitted after the posted deadline of 5/6/16.
3. Being the only applicant on record as of the deadline for submission (5/6/16), Olga Kahn did not seek support letters or speakers for her nomination, given that she is a known entity in Wellfleet, having been elected to public office (Housing Authority) and having served on the Planning Board, Historical Review Board, Historical Commission, and the Democratic Town Committee. Barnstable County Commissioner, Sheila Lyons, offered to speak in support of her nomination, but Olga declined the offer since she apparently had no competition. There were many others, including delegates to the Assembly and former selectmen, who would have written to the Board in support of her nomination. Without knowledge of a second candidate for the position, Olga was at a disadvantage in preparing her application for nomination to the Assembly.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

I request that the Board of Selectmen nullify their vote (5/10/16) to nominate Lilli Green to Assembly of Delegates; and instead appoint Olga Kahn for the above reasons.

Review, sign, and submit your complaint

I. Disclosure of Your Complaint.

Public Record. Under most circumstances, your complaint, and any documents submitted with your complaint, will be considered a public record and available to any member of the public upon request. In response to such a request, the AGO generally will not disclose your contact information.

II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

III. Submit Your Complaint to the Public Body.

The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to openmeeting@state.ma.us.

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: Olga B. Kahn

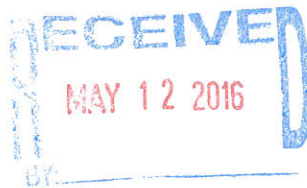
Date: 5/11/16

For Use By Public Body

For Use By AGO

Date Received by Public Body: _____ Date Received by AGO: _____

Olga B. Kahn
30 Marsh View
Wellfleet, MA 02667



home/office: 508 349-0997
cell: 781 454-9686
email: olgakahn@comcast.net

Architect with strong management experience and excellent organizational and people skills

HIGHLIGHTS OF QUALIFICATIONS

- Working knowledge of building codes and zoning ordinances
- Supervisory experience with subcontractors and building trades maintenance staff
- Excellent written communications and document control
- Ability to describe scopes of work in graphic form and written specifications
- Proficiency in word-processing, spreadsheets, and CAD computer programs
- Drawing, photography and videography skills

PROFESSIONAL EXPERIENCE

- Clerk of the Works and Owner's Representative – wind turbine/PV installations; affordable housing
- Architectural renovations of large public projects to small residential projects
- Construction contract administration of large public projects – new construction and renovations
- Lighting design for a variety of architectural and individual clients (Ripman Lighting Consultants)
- Measured drawings of existing conditions – Orleans, MA Meeting House; Brewster, MA U.U. church
- Historic Districts Commissioner (Arlington, MA); former Housing Authority Board treasurer (Wellfleet); former member Planning Board (Wellfleet); Wellfleet Historical Commission, secretary

WORK HISTORY

2006 –	Architectural Consultant with wide range of clients, including homeowners, Town of Truro, Highland Affordable Housing, Chatham Yacht Club, US Dept of Justice, contractors, engineers and other architects
2004-2005	Secretary , Eastham Council on Aging (Cape Cod)
2002-2003	Project Manager , Mattie & O'Brien Contracting Corp. (South Boston)
2002	Kitchen Design/Sales , Certified Remodelers (Medford)
2000-2001	Construction Administrator , HMFH Architects (Cambridge)
1995-2000	Staff Architect , Massachusetts Housing Finance Agency (MassHousing)

EDUCATION

M.Arch, M.I.T. School of Architecture and Planning
B.A., Psychology, Barnard College

LICENSES

ARCHITECT: *Massachusetts License No. 7382*
CONSTRUCTION SUPERVISOR: *Massachusetts License No. 86402*

SOMWBA-CERTIFIED Woman-owned business

Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

1. *Item IV. Appointments/Reappointments, 1. Nomination of Assembly of Delegates Member* on the meeting agenda was amended prior to the meeting date (5/10/16) without any notice to the public regarding a second applicant for appointment to the Assembly of Delegates.
2. The applicant appeared at Town Hall on the day the application was due to inquire about the requirements for the application. She was handed an application form and told to complete it (by hand) right away, so that it could be included in the Board packet. She was not able to include her resume, or present a formatted, printed application. She was told that she was the only applicant. Lilli Green's application for nomination was considered at the Board of Selectmen's meeting on 5/10/16, even though her application (dated 5/9/16) was submitted after the posted deadline of 5/6/16.
3. Being the only applicant on record as of the deadline for submission (5/6/16), Olga Kahn did not seek support letters or speakers for her nomination, given that she is a known entity in Wellfleet, having been elected to public office (Housing Authority) and having served on the Planning Board, Historical Review Board, Historical Commission, and the Democratic Town Committee. Barnstable County Commissioner, Sheila Lyons, offered to speak in support of her nomination, but Olga declined the offer since she apparently had no competition. There were many others, including delegates to the Assembly and former selectmen, who would have written to the Board in support of her nomination. Without knowledge of a second candidate for the position, Olga was at a disadvantage in preparing her application.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

I request that the Board of Selectmen nullify their vote (5/10/16) to nominate Lilli Green to Assembly of Delegates; and instead appoint Olga Kahn for the above reasons.

Review, sign, and submit your complaint

I. Disclosure of Your Complaint.

Public Record. Under most circumstances, your complaint, and any documents submitted with your complaint, will be considered a public record and available to any member of the public upon request. In response to such a request, the AGO generally will not disclose your contact information.

II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

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The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to openmeeting@state.ma.us.

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: _____

Olga B. Kahn

Attachment: resume

Date: 5/12/16 (revised)

For Use By Public Body

For Use By AGO

Date Received by Public Body: _____ Date Received by AGO: _____



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: Harry Sarkis Terkanian, Town Administrator
Subject: Town Administrator's Report
Date: May 20, 2016

This report is for the period May 5, 2016 through May 19, 2016.

1 Procurement and Public Works:

- a. Police Station Renovation. The designer has completed the schematic design which was reviewed by the Building Committee on May 12th. Analysis of the alternatives for quartering the police department during construction are under consideration and include trailer rental, refurbishment of the old COA building and a phased renovation while the department continues to occupy the building. The next scheduled meeting is a project subcommittee meeting on May 23, 2016. The Building Committee will hold a joint meeting with the Selectmen and Finance Committee on May 31st at 7:00 PM at the COA to present the design, preliminary cost estimates, discuss temporary quarters and to receive comments and suggestions. This will be posted as a joint meeting with the Selectmen and the Finance Committee.
- b. Dredging permitting. MESA conducted a site visit was on May 11, 2016 as part of the process of evaluating the environmental notification form filed for the project. A decision on whether a full Environmental Impact Report will be required is expected on or about June 1st.
- c. Cultch Barge RFP responses are due on May 23, 2016.
- d. One response to the RFP for auditing services was received from the Town's current auditing firm.

2 Fiscal Matters

- a. Work has begun on the fiscal 2018 capital improvement plan which is due on June 1st.
- b. Fiscal 2016 operating budget expenditures through March, 2016 (75% of fiscal year) have been reviewed and are within budget. Operating budget expenditures through April, 2016 (83% of the fiscal year) are 76% of the total appropriation. While expenditures for the remaining two months tend to be higher than during the winter I expect that we will end the year under budget. The Town has had small operating surpluses each of the last three fiscal years and I expect a similar result this year. As we get to the end of the fiscal year, transfers between departments necessary to adjust any department variances will be presented to Board and Finance Committee for review and approval.

3 Meetings

TOWN ADMINISTRATOR'S REPORT TO THE SELECTMEN

- a. May 5, 2016. Meeting with Treasurer, Accountant and others to review payroll processing systems.
 - b. May 9, 2016. Met with DPW Director to review the pavement management plan. The plan was completed in June, 2015 and is due to be updated next month. Lieutenants Island Road is the most serious deficiency and the DPW Director's plan to address the condition is described in his May 4, 2016 letter to the Board.
 - c. May 9, 2016. Met with Dee Portnoy about the Historical Society renovation project. The Historical Society would like a walkway connecting the rear of the Society property to the Town Hall parking lot. I will be reviewing this request with the DPW.
 - d. May 10, 2016. Attended parking meeting organized by ATA Carlson.
 - e. May 11, 2016. Department Heads Meeting.
 - f. May 12, 2016. Hosted Cape Cod Managers meeting in Wellfleet.
 - g. May 12, 2016. Police Station Building Committee.
 - h. May 16, 2016. Met with Treasurer and others to continue payroll processing system review.
 - i. May 17, 2016. Mass School Building Authority Designer Selection Meeting to select an architect for the Cape Cod Technical High School feasibility study.
 - j. May 17, 2016. Board of Water Commissioners.
 - k. May 17, 2016 meeting with Town Hall employees to introduce Employee Manual.
 - l. May 18, 2016. 2016 Small MS4 Stormwater Permit Meeting.
 - m. May 19, 2016. Met with Don Palladino to review Herring River Restoration Project.
- 4 Complaints. None.
- 5 Miscellaneous. None.
- 6 Personnel Matters:
- a. Administrative actions (appointments are subject to disapproval by majority vote of the Board of Selectmen within 14 days; Charter section 5-4-1): None.
 - b. Current employment vacancies (Charter 5-3-2 (i)):
 - i. DPW equipment operator. Applications are being evaluated by the DPW.

Town of Wellfleet Committee Vacancies

Date: May 20, 2016
To: Harry Terkanian
From: Jeanne Maclauchlan
Re: Appointments to Town Boards

The following provides the appointing authority with a comprehensive view of vacant positions on each Town Board. Each identifies the amount and type of positions that are vacant, the authority for making the appointment, the length of the term and the number of applications requesting consideration to fill a vacancy.

Bike & Walkways Committee (5 Members)

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

Building and Needs Assessment Committee (5 Members)

Vacant Positions	Appointing Authority	Length of Term
1 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		

Cape Light Compact Governing Board (1 member, 1 alternate)

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

Commission on Disabilities (up to 7 Members)

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

Cultural Council (no more than 22 members)

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

Energy Committee (11 members total)

Vacant Positions	Appointing Authority	Length of Term
2 Alternate Positions	Board of Selectmen	3 years
1 FinCom Rep		
1 BOS Rep		

Requesting Appointment: No applications on file

Finance Committee (9 members, 2 alternate)

Vacant Positions	Appointing Authority	Length of Term
1 Alternate Position	Town Moderator	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

Historical Commission (7 Members)

Vacant Positions	Appointing Authority	Length of Term
1 Position	Board of Selectmen	3 years

Requesting Appointment: **One application on file**

Marina Advisory Committee (7 Members, 2 Alternates)

Vacant Position	Appointing Authority	Length of Term
1 Position	Board of Selectmen	2 years

Requesting Appointment: No applications on file

Natural Resources Advisory Board (At least 3 Members)

Vacant Position	Appointing Authority	Length of Term
1 Position	Board of Selectmen	2 years to fill term

Requesting Appointment: No applications on file

Planning Board (7 members)

Vacant Positions	Appointing Authority	Length of Term
1 Position	Board of Selectmen	5 years

Requesting Appointment: No application on file

Recreation Committee (5 members)

Vacant Positions	Appointing Authority	Length of Term
2 Position	Board of Selectmen	3 years

Requesting Appointment: No applications on file

Shellfish Advisory Board (7 Members, 2 Alternates)

Vacant Positions	Appointing Authority	Length of Term
1 Position	Board of Selectmen	3 years
1 Alternate Position		

Requesting Appointment: No applications on file



DRAFT
Wellfleet Board of Selectmen
Minutes of May 6, 2016
Wellfleet Town Hall Hearing Room

Present: Selectmen Dennis Murphy, Helen Miranda Wilson; Berta Bruinooge, Janet Reinhart, Jerry Houk; Town Administrator Harry Sarkis Terkanian and Assistant Town Administrator Brian Carlson

Chairman Dennis Murphy called the meeting to order at 4:30 pm.

Business

Deliberation and possible appointment of Town Administrator

Terkanian re-capped the TA Search process and confirmed that academic, background and credit checks are in place for both finalists. The Selectmen shared their impressions of the two interviews with the finalists on Tuesday, May 3, 2016.

MOTION 215-549: Wilson moved to extend a conditional offer of employment to Daniel Hoort with the following terms: 1. Passing a medical examination including a stress test; 2. Passing a drug test; 3. Passing a background check including employment history. Note: References, credit history, education and criminal offender record checks have all been completed; 4. Reaching agreement on a contract of employment. Reinhart seconded and the motion passed 5-0.

Dissolve the Town Administrator Search Committee

Terkanian said that the Town Administrator Search Committee has done its task advised the Selectmen to take action to dissolve it. According to Wilson it would be better to postpone dissolving it because the committee needs to meet at least one more time to consider release of executive session minutes and possibly a report for the annual town book. Terkanian suggested that no part of the executive session minutes of this committee should be released due to protection of the privacy of the candidates, and that he is not aware of previous Town Administrator Search Committee has written an annual report, but did not see an issue of submitting one. The Selectmen took no action on this matter.

Adjournment

MOTION 215-550: Houk moved and Bruinooge seconded to adjourn the meeting at 4:47 pm. The motion passed 5-0.

Respectfully submitted,

Michaela Miteva, Executive Assistant

Public Record Documents: NONE



DRAFT
Wellfleet Board of Selectmen
Minutes of May 10, 2016
Wellfleet Senior Center

Present: Selectmen Dennis Murphy, Helen Miranda Wilson; Berta Bruinooge, Janet Reinhart, Jerry Houk; Town Administrator Harry Sarkis Terkanian and Assistant Town Administrator Brian Carlson

Chairman Dennis Murphy called the meeting to order at 7:00 pm.

Announcements, Open Session and Public Comment [7:00]

- ☐ Houk announced an event benefiting the Lower Cape Alzheimer's Association on May 21 and 22 at Wellfleet Preservation Hall. Details will be announced as they become available.
- ☐ Reinhart announced a dredging site visit at 11 am on May 11 at the Harbormaster's Office and a Dredging Committee meeting on Friday, May 13 at 2:30 pm.
- ☐ Terkanian announced: 1. The annual Wellfleet Oakdale and Pleasant Hill Cemeteries clean-ups will take place on Saturday, May 14 from 9 am to noon; 2. The DPW is planning to resurface portions of West Main St and Main St parking lot later in May pending MassDOT approval.
- ☐ Suzanne Grout Thomas announced a computer exhibit at the COA lobby that Larry Franke put together.

Murphy opened the Public Hearing(s) at 7:05 pm.

Amend Beach Department fees by adding a new beach fee for bus drop off at beaches.

Community Services Director Suzanne Grout Thomas presented the request for adding a new beach fee for bus drop offs at beaches. She said that the proposed fee is \$200 for bus drop off and \$100 fee for half-sized buses. Wilson asked how much the buses charge to transport people to the beaches and wanted to know if the proposed fees are enough. Bruinooge supported the idea and found the proposed fees reasonable. Houk wanted to know if the buses will be entitled to a seasonal sticker. Thomas said that she will bring a recommendation for approving a seasonal sticker for buses at a future meeting. Murphy wanted to know where the holding pattern of the buses is. Fred Vanderschmidt asked if the bus companies have been asked in order to be made part of the decision-making process.

MOTION 215-551: Reinhart moved to approve the request of the Community Services Director to charge \$200 per full bus load and \$100 per half bus load per diem. Wilson seconded and the motion passed 5-0.

Amend Beach Rules and Regulations by adding new section 8(b) prohibiting the operation of unmanned aircraft at Town beaches

Community Services Director Thomas presented the request to amend the Beach Rules and Regulations by adding new section 8(b) prohibiting the operation of unmanned aircraft at Town beaches based on the dangerous conditions created by inexperienced drone owners. Wilson said that this is in line with protecting shorebirds. Olaf Valli asked if a permitting system is being considered for professional drone videotaping. Thomas said that there is a provision for exception by written request and written approval by the Town Administrator. Thomas added that drones are banned at the CCNS and the Town is exercising its right to extend the area to include all Wellfleet beaches. Murphy stressed the importance about the liability insurance provision and suggested having a Use of Town Property form filled for such request.

MOTION 215-552: Bruinooge moved and Wilson seconded to approve the request as printed and effective ASAP. The motion passed 5-0.

Licenses

The selectmen decided to interview and reviewed each mobile food truck vendor individually. Wilson raised questions about the preliminary and final approvals on the forms. Terkanian clarified the administrative process.

Food Truck & Common Victualler licenses for Ben Trusiak d/b/a Shuck Truck

MOTION 215-553: Bruinooge moved and Reinhart seconded to approve the Food Truck & Common Victualler licenses for Ben Trusiak d/b/a Shuck Truck pending the conditions and final approval. The motion passed 5-0.

Food Truck & Common Victualler licenses for Michael Banghart d/b/a 349 Events

Wilson raised concerns that the State license is missing. Banghart assured her that the license is in place now, but was not available at the time of application. Wilson wanted to know why so many locations are listed and asked for written permission from the locations owners and said that she is not ready to vote on this application due to incompleteness. Bruinooge asked about the Maguire's Landing request and how all locations will be combined. Houk expressed concerns about Maguire Landing and the other locations and resulting traffic. Banghart said that he will bring the missing documents before the end of the meeting and the Selectmen moved on to the next request.

Food Truck & Common Victualler licenses for Murro Van Meter d/b/a The Leaside Café LLC

Murro Van Meter presented his request and answered selectmen's questions.

MOTION 215-554: Bruinooge moved and Wilson seconded to approve the Food Truck & Common Victualler licenses for Murro Van Meter d/b/a The Leaside Café LLC for the Newcomb Hollow Beach location. The motion passed 5-0.

Food Truck & Common Victualler licenses for Joseph Rugo d/b/a Joeys Food Truck

Joey Rugo presented his request and answered questions about the renewal of license past June 21 and written permission from the owner of premises on Route 6. Curt Felix, the owner was present and gave a verbal confirmation that there is a signed lease by the applicant. Wilson wanted to know the exact period of operations. Rugo clarified that he is intending to operate from Memorial Day through OysterFest.

MOTION 215-555: Reinhart moved and Houk seconded to approve the Food Truck & Common Victualler licenses for Joseph Rugo d/b/a Joeys Food Truck conditioned on new license after June 21, 2016 and written approval from the owner of premises. The motion passed 5-0.

Food Truck & Common Victualler licenses for Pilgrim Properties LLC d/b/a Kung Fu Dumplings

The owner of Pilgrim Properties LLC d/b/a Kung Fu Dumplings said that his application is incomplete because he has been given no direction from the Town. The Selectmen postponed decision on his request for Food Truck & Common Victualler licenses until the application is complete.

SPAT Special Event Beer and Wine License for October 15 and 16, 2016

Michelle Insley, SPAT Executive Director presented the request for beer and wine license for OysterFest.

MOTION 215-556: Reinhart moved and Wilson seconded to approve SPAT's request for Special Event Liquor Licenses for beer and wine during OysterFest on October 15 & 16, 2016. The motion passed 5-0.

MOTION 215-557: Bruinooge moved and Reinhart seconded to approve the Wellfleet Harbor Actors Theater for all alcohol license on July 10 & 26, 2016 conditioned on tent permits and temporary food service permits. The motion passed 5-0.

Nomination for the Assembly of Delegates

Murphy said that a late application by Lilli Green has been received on Monday, May 9, 2016 for the Assembly of Delegates nomination. Olga Khan and Lilli Green were interviewed for the nomination. The selectmen expressed concerns about regionalizing the representation and losing the voice of the small Towns.

MOTION 215-558: Wilson moved and Reinhart seconded to nominate Olga Khan to the Assembly of Delegates. Discussion ensued. Wilson said that it is a good idea to have Lilli Green on the CCNS and Olga Khan on the Assembly of Delegates. The motion failed 1-4.

MOTION 215-559: Houk moved and Bruinooge seconded to nominate Lilli Green to the Assembly of Delegates. Reinhart pointed out that Lilli Green has received many recommendations. The motion passed 4-1 (Wilson).

Police Officers Appointments and Reappointments

Police Chief Ronald Fisette recommended the requested appointments of Police Officers.

MOTION 215-560: Bruinooge moved and Wilson seconded to appoint to Full Time Police Officer: Kevin LaRocco, George Spirito, Ryan Murphy, Laecio De Oliveira and Mark Braun from July 1, 2016 through June 30, 2017. The motion passed 5-0.

MOTION 215-561: Bruinooge moved and Reinhart seconded to appoint to Special Police Officer: Scott Higgins, Jonathan Hale, Jerre Austin, Bryan Dufresne, Mac Spigel from July 1, 2016 through June 30, 2017. The motion passed 5-0.

MOTION 215-562: Reinhart moved and Wilson seconded to appoint to Special Police Officer – Department Chaplain: Paul Cullity from July 1, 2016 through June 30, 2017. The motion passed 5-0.

MOTION 215-563: Bruinooge moved and Reinhart seconded to appoint to Community Service Officer: Leathan Doig from May 23, 2016 through June 30, 2017. The motion passed 5-0.

MOTION 215-564: Houk moved and Bruinooge seconded to designate Harry Terkanian as Chief Procurement Officer to June 30, 2016. The motion passed 5-0.

Charter Review Committee nominations

Terkanian clarified that a selectman needs to be nominated in addition to the four at large members and the required Planning Board, Zoning Board, FinCom and Bylaw Committee representatives. Wilson expressed interest to be on the Charter Review Board.

MOTION 215-565: Reinhart moved and Houk seconded to nominate Helen Miranda Wilson as a Board of Selectmen representative to the Charter Review Committee. The motion passed 5-0.

Moderator Dan Silverman spoke about other possible members who have expressed interest to serve and encouraged at large members to apply.

Building & Needs Assessment Committee

MOTION 215-566: Wilson moved and Bruinooge seconded to appoint Harry Sarkis Terkanian to the Building & Needs Assessment Committee effective July 1, 2016 with term ending June 30, 2018. The motion passed 5-0.

Board of Water Commissioners Appointment

The selectmen interviewed Curt Felix and John Cumbler (late application) for the Board of Water Commissioners vacancy. Miriam Spencer withdrew her application.

MOTION 215-567: Bruinooge moved and Houk seconded to appoint Curt Felix to the Board of Water Commissioners with term ending June 30, 2016. The motion passed 4-1.

Zoning Board of Appeals appointment

Reatha Ciotti and John Cumbler were interested for the Associate vacancy on the ZBA.

MOTION 215-568: Reinhart moved and Wilson seconded to appoint Reatha Ciotti to the Zoning Board of Appeals alternate member with term ending June 30, 2017. The motion passed 5-0.

Board of Health appointment

The selectmen interviewed John Cumbler and Hannelore Vanderschmidt for the Board of Health vacancy.

MOTION 215-569: Houk moved and Wilson seconded to appoint John Cumbler to the Board of Health with term ending June 30, 2019. The motion passed 3-2.

Use of Town Property

MOTION 215-570: Reinhart moved and Wilson seconded to approved the request of James Gallant and Natalie Hill to use Mayo Beach on September 10, 3 pm – 4 pm for a wedding ceremony; application and \$100 event fee paid conditioned on the DPW trash removal notes. The motion passed 5-0.

SPAT Oysterfest Request

Michelle Insley presented the SPAT Oysterfest request for use of Town Property on October 15 and 16. Bruinooge had a question about shuttle buses and asked for the Director of Community Services opinion. Thomas advised that last year the cost for shuttle buses was \$8,000 and the Town netted \$3,000. Wilson raised concerns about the Town paying for staff time, public resources and almost breaking even. Murphy suggested that perhaps the Town should reconsider the charging for parking during OysterFest. Insley said that even if the Town was not charging, SPAT would still be charging for parking. The selectmen did not find the idea of taking over the buses as a Town expense prudent. Terkanian said that the buses will have to become a procurement process, resulting in prevailing wages, and other complications may also be involved. Further discussion about parking fees ensued. Terkanian suggested having an addendum outlining all parties' obligations for the use. The decision was tabled to the next meeting.

MOTION 215-571: Houk moved and Wilson seconded to table the request of SPAT for OysterFest on October 15 & 16, 2016 for the meeting on May 24, 2016. The motion passed 5-0.

MassDOT presentation¹ on Route 6 bicycle access improvements

MasDOT representatives gave a PowerPoint presentation on the proposed Route 6 improvements and bicycle routes in Wellfleet and asked for the selectmen's support without any obligation. Murphy requested to have another opportunity for this presentation, so members of the public can be involved for input. Terkanian offered posting the presentation on the web site for the public to review.

MOU regarding High Water Mark Signs Project

AmeriCorps volunteers and Assistant Town Administrator Brian Carlson presented the MOU regarding High Water Mark Signs. Reinhart raised concerns about big signs and the public opinion about signs. It was clarified that the size of the signage is about the size of "No Parking" sign. Carlson said that the project is still in progress. Wilson supported the FEMA estimates of high water marks, but suggested continuing the discussion to a future meeting.

Use of Town Property (Continued)

Brenda Withers of Harbor Stage Company to use Town Landing on July 25 for fundraising event; Application fee paid; event fee TBD – postponed pending proof of 503(C) status.

Food Truck & Common Victualler licenses for Michael Banghart d/b/a 349 Events (continued)

Michael Banghart came back and presented his state food truck license.

MOTION 215-572: Reinhart moved and Wilson seconded to approve the Food Truck & Common Victualler licenses for Michael Banghart d/b/a 349 Events for the State Highway location and pending written approval of the owners of the other locations. The motion passed 5-0.

MOTION 215-573: Bruinooge moved to award the concessions contract to Michael Banghart d/b/a 349 Events/Solace for Maguire Landing Town Beach for \$2,005. Wilson seconded and the motion passed 5-0.

Michael Banghart to use the band stand end of the pier

Michael Banghart to use the band stand end of the pier from May 1 to October 31, 2016 for food concession truck: The Selectmen took no action based on Terkanian's comments that no concession bid was conducted as required by the Town Charter.

Olaf Valli's request to use Whitecrest Beach for surf lessons

MOTION 215-574: Wilson moved and Bruinooge seconded to approve Olaf Valli's request to use Whitecrest Beach for surf lessons April 1 - December 31; application fee paid; event fee \$350 and provide proof of liability insurance and comply with all other conditions as outlined by DPW Director. The motion passed 5-0.

Newcomb Hallow Beach Concessions

MOTION 215-575: Bruinooge moved and Reinhart seconded to award the concessions contract to Murro Van Meter d/b/a The Leaside Café LLC for Newcomb Hallow Town Beach for \$5,300. The motion passed 5-0.

Lisa Buchs to use the Western side of Indian Neck Beach for a wedding ceremony

MOTION 215-576: Bruinooge moved and Wilson seconded to approve the request of Lisa Buchs to use the Western side of Indian Neck Beach for a wedding ceremony on June 18, 5 pm – 6 pm; application fee paid; \$100 event fee due. The motion passed 5-0.

Gary Kersteen to use Baker Field Tent for a retirement party

MOTION 215-577: Wilson moved and Bruinooge seconded to approve Gary Kersteen to use Baker Field Tent for a retirement party on Sunday, June 26, 2 pm – 5:30 pm; application fee paid; event fee \$100. The motion passed 5-0.

Della Spring Cushing to use Mayo Beach for yoga and meditation classes

MOTION 215-578: Wilson moved and Bruinooge seconded to approve the application of Della Spring Cushing to use Mayo Beach on Tuesdays and Thursdays in July & August, 8:30 am-9:45 am for yoga and meditation lessons; application fee paid; event fee same as last year and provide proof of liability insurance and written agreement. The motion passed 5-0.

Business

Possible Recreation Department Events Signage at Town Hall [*Postponed to May 24th*)]

Affordable Housing Restriction

MOTION 215-579: Reinhart moved and Wilson seconded to authorize the chairman of the Board of the Selectmen to sign the Affordable Housing Restriction. The motion passed 5-0.

Town Administrator's² Report

Future Concerns

- ☐ Terkanian suggested having the appointments made by the TA and classifying employees as special municipal employees for review during the May 24, 2016 meeting.
- ☐ Wilson referred to a letter in the correspondence for the status of the snow plowing policy and suggested sending it via email to the nonresident taxpayers.
- ☐ Terkanian asked if the Board would like to revisit the High Toss Road discussion? Yes.

Correspondence³ and Vacancy⁴ Report

Minutes

MOTION 215-580: Wilson moved and Bruinooge seconded to approve the minutes⁵ of April 12 with revisions by Wilson), April 20, April 25 and May 3, 2016. The motion passed 5-0.

Adjournment

MOTION 215-581: Wilson moved and Houk seconded to adjourn the meeting at 10:55 pm. The motion passed 5-0.

Respectfully submitted,

Michaela Miteva, Executive Assistant

Public Record Documents:

¹ MassDOT Power Point Presentation

² TA Report of May 6, 2016

³ Correspondence Report of May 10, 2016

⁴ Vacancy Report of May 5, 2016

⁵ Draft minutes of April 12, April 20, April 25 and May 3, 2016