

**Wellfleet Selectboard Meeting
Tuesday, July 9, 2019 at 7pm
Wellfleet Senior Center**

Selectboard Members Present: Chair Janet Reinhart; Helen Miranda Wilson; Kathleen Bacon; Justina Carlson; Michael DeVasto (late arrival)

Also Present: Town Administrator Dan Hoort; Executive Assistant Courtney Butler; Police Chief Ron Fisette; Lt. Police Chief Michael Hurley; Director of Human Services Suzanne Grout Thomas

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

ANNOUNCEMENTS, OPEN SESSION, AND PUBLIC COMMENT

- Wilson clarified her disclosure statement she read at the meeting when the Selectboard signed the HDYLTA Purchase and Sale agreement. She will not be in a position to respond to any questions or supply facts regarding the HDYLTA purchase until the closing when the money is out of escrow and it goes into the Town's account.
- Bacon thanked the Police and Fire Departments for the great work on the 4th of July and over the holiday weekend.
- Police Chief Fisette announced:
 - Over \$2,700 raised in the Department's Tip a Cop fundraiser at the Pearl Restaurant for the Special Olympics;
 - Animal Control Officer Desmond Keough has resigned;
 - CC Times is recognizing Wellfleet's good management of the holiday weekend crowds;
 - Kudos to the entire staff and others for their work over the holiday weekend, no major incidents were reported.
- Beach Administrator Suzanne Grout Thomas mentioned the beach parking lots were full at 9:14am over the holiday weekend.
- Audience member Robert Costa said it would be a horrifying idea to have two-way bike traffic along Route 6.
- Audience member Dale Donovan stated Ms. Reinhart made a false statement that she had served on the Bike Committee. Reinhart said she remembered it otherwise. He also said that whatever is done with the bike path and Rte. 6, we should remember that it will be happening in our community and we will be held responsible for it.
- Donovan said the Board needs to re-establish the public trust in general and address the public's concerns. Donovan accused Reinhart of lying, twice.
- Audience member Jan Morrissey said she was not trying to stall the HDYLTA purchase but believes an independent appraisal of the property should be obtained.
- Carlson reminded viewers that the Board works very hard and people should consider running for elected office and that the Selectboard should be treated with consideration.
- Reinhart mentioned correspondence that had come in about HDYLTA Trust purchase. Wilson recused.
- Audience member Sheila Lyon also asked about an appraisal for the property and brought up a number of related issues.

Approved July 23, 2019.

APPOINTMENTS

Appoint Planning Board Rep to Local Comp. Planning Committee – Bonnie Shepard

Shepard was not present. Bacon request to postpone the appointment until the Board can speak with Shepard in person.

- Bacon moved to postpone the appointment of Bonnie Shepard to the Local Comprehensive Planning Committee.
- Reinhart seconded, and the motion carried 4-0.

Full Time Police Officer Appointment – Michael D. Allen

Chief Fisette shared that, after his retirement announcement, he developed a succession plan. Part of this plan included hiring an officer early enough to attend the Academy. Fisette said that the interview committee recommended Special Officer Allen be appointed as a Full Time Officer. Allen will attend the Academy in October.

Wilson asked about the timeline of Allen's start date being prior to him entering the Academy. Fisette said that while in the Academy, Allen will be on a probationary period, and will take part in other training with the Department. Fisette said this process allows the Department to use him as soon as possible and erred on the side of caution with have a September 1 start date.

Bacon said that this was a process that Truro and Provincetown do as well and that she is confident Allen will have a mentor in the Department. Bacon asked Allen where he was living; he said Eastham.

- Carlson moved to appoint Michael D. Allen as a Full Time Police Officer from September 1, 2019 through August 31, 2020.
- Bacon seconded, and the motion carried 4-0.

Shellfish Advisory Board – Thomas Siggia and David Seitler

Reinhart said that, unless there is a question from the Board, she will move all Board appointments in one motion from her on out.

Wilson requested to move the appointments separately:

- Wilson moved to appoint Thomas Siggia and David Seitler as regular members to the Shellfish Advisory Board.
- Carlson seconded, and the motion carried 4-0.

Zoning Board of Appeals – Trevor Pontbriand

Bacon shared that the Board received 2 letters of recommendations from Bruce Drucker and Sharon Inger. She thanked Pontbriand for his insight.

- Bacon moved to appoint Trevor Pontbriand as a regular member to the Zoning Board of Appeals for the term designated.
- Carlson seconded, and the motion carried 4-0.

Cultural Council – Madeleine Entel and Michele Olem

Approved July 23, 2019.

- Wilson moved to appoint Madeleine Entel and Michele Olem to the Cultural Council for 3-year terms.
- Carlson seconded, and the motion carried 4-0.

USE OF TOWN PROPERTY

White Crest Beach – Katherine Weeks/Sugar Surf Cape Cod

Katherine Weeks was not present and requested that her request be taken up at a later meeting.

- No action taken.

Various Locations – Big Wave Productions/Discovery Channel

Dr. Greg Skomal, Division of Marine Fisheries, presented the request. He said that he is conducting a lot of research on Cape Cod, both the Outer Cape and Cape Cod Bay, in an effort to get a better understanding of Great White Shark behavior. Skomal said he has worked with Big Wave Productions before and they had asked him to do some filming in this area.

Reinhart shared concerns that the film may be exploitive and was glad to hear they will focus on science. Skomal said this is very important to him and the community.

Carlson shared concerns about embellishment and use of “Jaws” music. Skomal said he told Discovery Channel he would not participate if the footage ever came to be used to that effect.

Wilson shared concerns that the production company may take away the intent of the film as proposed from Skomal. Skomal said he has worked with the company for 10 years on 9 films.

Bacon thanked Skomal for attending. Skomal said it was a pleasure to meet the Board as well and offer his office’s surfaces as well. He thanked Grout Thomas as well.

- Bacon moved to approve the use of Newcomb Hollow Beach, Cahoon Hollow Beach, and Wellfleet Town and Harbor Areas between July 17 and July 28 and August 18 and August 30, 2019 by Big Wave Productions/Discovery Channel, subject to the conditions, if any, as listed on the application form for a minimum fee of \$1,000.
- Bacon seconded, and the motion carried 4-0.

*****DeVasto joined the meeting at this time*****

BUSINESS

New Selectboard Policy – Municipal Plastic Bottle Reduction Policy

Reinhart shared the request, which was voted on at Town Meeting in April.

Bacon said the 45th annual 5K road race was run on Sunday morning, without plastic. She shared

Grout Thomas asked about the use of plastic bottles by groups using the COA who may bring plastic bottles for their participants. Bacon said the policy asks the municipality not to purchase water in plastic bottles but does not mean that people using the facilities have to abide by that.

Approved July 23, 2019.

Grout Thomas thanked the DPW for the water bottle filling stations and encouraged people to use them.

Wilson said she would leave it up to the Departments to determine how to handle visitor use of single use plastic bottles.

- Bacon moved that the Board vote that the policy recommended by the Recycling Committee and 2019 Annual Town Meeting voters through Article 46 is worthy of formulation as a policy according to the Selectboard's Policy on Policy and that the Town Administrator be directed to send it to department heads and other appropriate members of Town government for review and comment.
- Carlson seconded, and the motion carried 5-0.

Rental Assistance Fund Request

Elaine McIlroy, from the Wellfleet Housing Authority, was present and shared that the Rental Assistance Program is a really important component of the Wellfleet Housing Authority's approach to the Town's housing needs. The program has been ongoing since a 2007 pilot program, conducted with CPA funds, and has been consistently funded with those funds since.

McIlroy said that there is a 0% rental vacancy in Wellfleet and the Housing Needs Assessment shows that over 550 renters in Town are cost-burdened. Of those, 46% of renters are seniors, 21% are families, and 35% are individuals who are not seniors. McIlroy said that the funding is running out, so the Authority is submitting a request for the next Town Meeting.

Hoort said he was in support of this transfer.

DeVasto apologized for being late, and said his vehicle had broken down. He asked if the funding received by the renters sunsets at all. McIlroy said the funding goes directly to landlords and are approved for a year, with a review at the end of that year.

Reinhart asked how much the subsidies were. Bacon said \$400-\$800. McIlroy

Bacon asked if this was a year-round program or used primarily in the winter. McIlroy said there are people who may need more help in the winter, but the majority of cases are year-round.

Carlson said she was comfortable with this transfer.

Wilson said the Homeless Prevention Council, as an outside party, provided a fairness to administering these cases. McIlroy concurred.

Reinhart shared that the Wellfleet Affordable Housing Trust fund takes donations to assist members of the community and that the Eastham Brackett Road development is taking applications. McIlroy shared that their 6th Buy Down recipient is closing. She shared more about the Buy Down Program.

- Carlson moved to approve the transfer of \$25,000 to the CPA Housing Now Fund to fund the Rental Assistance Program.

Approved July 23, 2019.

- DeVasto seconded, and the motion carried 5-0.

Shellfish Industry Letter of Support

Reinhart said this will be postponed because the draft letter had been written but not yet received by the Board before the meeting.

Wilson said the bill, H746: An Act relative to shellfish aquaculture licenses is in Committee now and will be for some time. She said that she spoke with Chris Schillaci who said a municipality could take it up as legislation in their own Town, without imposing it on the whole state.

Audience member Ginny Parker, from the Wellfleet Shellfish Association, asked the Board to consider reaching out to other Selectboards on the Cape to help other governing boards understand the bill.

Approval of End of Year Budget Transfers

Bacon asked about the Survey of HDYLTA Trust Property (\$15,000), under the 123 Town Administrator Contract Services account transfer. Hoort said this is consistent in other surveys the Town has conducted in the past. Hoort said he reached out to a number of appraisals who said they did not have experience appraising this type of property. He said he had reached out to people who he thought could perform the appraisal but was told that, due to the nature of the property, it was something they were not experienced in doing. Hoort said one of these contacts provided a list of names of people who may be able to conduct the appraisal and will contact them.

Wilson said that when an issue around HDYLTA comes up, without her prior knowledge, she will not leave the room but will recuse and not comment, so as not to interrupt the flow of the meeting.

Bacon asked about the line 151 Legal Expenses account request (\$15,000) for the HDYLTA Trust Purchase and the Herring River MOU IV preparation. Hoort said these were the legal fees for consulting with Counsel on these matters, and that the MOU IV was about \$10,000.

- Bacon moved to approve the end of year budget transfers.
- DeVasto seconded, and the motion carried 4-0, with Wilson recused.

Selectboard FY 2020 Goals

Reinhart asked the Board to comment on previous goals or what they would like to work on. Bacon asked if Houk's goals should be removed since he is no longer on the Board. Reinhart said this is preliminary and noted items that have already been completed.

Hoort said the idea is that each member will send an email to Butler or himself and assemble them for the group.

Wilson said this is a moment for the Board to give the Town Administrator a little direction on what the Board wants to focus on for the upcoming year. She said that last year, each member submitted their goals along with a summary. Wilson said she really wants to hear from individuals during the process and asked for that to happen again.

Hoort said this was for him and the entire staff to help the Selectboard reach their goals.

Approved July 23, 2019.

Employee Contracts

Hoort said these are 2 people he is really proud of. They are Wellfleet residents who stepped up to the challenge, allowing the Town to promote from within, and have thrived.

Wilson asked if there was anything in the contracts that is notably different from former contracts. Hoort said no, it is verbatim.

Bacon asked if the pay grade was the same. Hoort said yes, he started them at a lower rate with larger increases in years 2 and 3, once they gain experience.

Carlson commended Hoort for bringing nice changes to Town Hall and to these 2 staff members for their efforts.

Town Treasurer

- Wilson moved to approve the Town Treasurer contract and authorize the Town Administrator to sign the contract.
- Bacon seconded, and the motion carried 5-0.

Town Collector

- Wilson moved to approve the Town Collector contract and authorize the Town Administrator to sign the contract.
- Bacon seconded, and the motion carried 5-0.

SELECTBOARD REPORTS

- Bacon shared that on July 1, the 95 Lawrence Road Task Force met and walked the property. The purpose was to start a site plan for affordable housing. She said an engineer will be brought in to conduct this site plan.

TOWN ADMINISTRATOR'S REPORT

This report is for the period June 22, 2019 through July 5, 2019.

1. General
 - Searching for Town Accountant
 - Begin work on educating residents on the FY 2020 Affordable Housing Tax exemption
2. Fiscal Matters
 - None
3. Meetings
 - June 24 – Meeting with resident on Affordable Housing Tax exemption
 - June 25 – Meeting on insurance renewals
 - June 25 – Selectboard meeting
 - June 28 – Assistant Town Administrator interview (two interviews)
 - July 1 – Meeting with resident regarding Council on Aging programs
 - July 2 – Assistant Town Administrator interview
4. Complaints.
 - Complaint about lack of appraisal on HDYLT Trust property.
5. Miscellaneous.
 - none

Approved July 23, 2019.

6. Personnel Matters:

- Open position: Assistant Town Administrator (interviews in progress)
- Open position: Town Accountant

Hoort said he has interviewed 4 people for the ATA position and expects to have a recommendation for the Board sometime this week. Wilson asked about the number of applicants and the decision process to cut it down to 4 interviews. Hoort said 32 applications were received, 6 were chosen to be interviewed and of those 6, 2 had already taken other positions or felt they were not right for the job.

TOPICS FOR FUTURE DISCUSSION

The Selectboard discussed the need to have a working meeting to discuss a possible marijuana policy (Reinhart), a Use of Town Property policy revision and a discussion of transparency and trust (Carlson). Butler will work on scheduling a meeting.

CORRESPONDENCE AND VACANCY REPORT

- A letter from Carole Ridley was received regarding comments made at the June 25 meeting about the Herring River MOU IV. Reinhart read a piece from this, which can be found on the Town website.

MINUTES

June 21, 2019 – Work Meeting

June 25, 2019 – Regular Meeting

Wilson provided amendments to Butler prior to the meeting. Bacon provided additional amendments at this time.

- Bacon moved to approve the minutes of June 21, 2019 as amended.
- Carlson seconded, and the motion carried 4-0, with Wilson recused.
- Wilson moved to approve the minutes of June 25, 2019 as amended.
- Carlson seconded, and the motion carried 5-0, with Wilson recused.

ADJOURNMENT AND EXECUTIVE SESSION

Bacon moved to adjourn.

Wilson seconded, and the meeting adjourned at 8:34 pm.

Respectfully submitted,

Courtney Butler,
Secretary

Public Records Material of 7/3/19

Approved July 23, 2019.

1. Appointment Papers for Bonnie Shepard, Michael D. Allen, Thomas Siggia, David Seitler, Trever Pontbriand, Madeleine Entel, and Michele Olem
2. Use of Town Property Applications from Katherine Weeks/Sugar Surf Cape Cod and Big Wave Productions/Discovery Channel
3. New Selectboard Policy – Municipal Plastic Bottle Ban
4. Rental Fund Assistance Letter from Housing Authority
5. End of Year Budget Transfers
6. Employee Contracts – Town Treasurer and Town Collector
7. Town Administrator’s Report
8. Correspondence and Vacancy Report
9. Letter from Carole Ridley re: Response to Comments made at June 25, 2019 Meeting, re: Herring River MOU
10. Draft minutes for June 21, 2019 Work Meeting and June 25, 2019 Regular Meeting