

**Wellfleet Board of Selectmen
Minutes of the Meeting of February 11, 2014
Council On Aging Building, 7:00 p.m.**

Present: Berta Bruinooge, Jerry Houk, John Morrissey, Dennis Murphy, Paul Pilcher; Town Administrator Harry Sarkis Terkianian.

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

Announcements, Open Session and Public Comment

- Pilcher welcomed Jerry Houk back to the Selectmen meeting and all were glad of his return to service. Pilcher also announced that the Wellfleet Blossoms Festival is now accepting submissions by new and established artists. Go to www.WellfleetBlossoms.org to enter.
- Murphy reminded the audience that the new public meeting to discuss PAYT will be held on Monday, March 10, 2014 at 7:00 p.m. at the Senior Center.
- Houk announced that the annual Alzheimer's Benefit at PB Boulangerie was sold out.
- Town Administrator Harry Terkianian announcements:
 - On January 30, 2014, the US Senate passed legislation that would delay the FEMA flood insurance rate increases for up to four years. The legislation also allows owners of properties with subsidized rates to pass those policies along to their purchasers.
 - As of the January 10, 2014 invoice from Environmental Partners, approximately 85% of the pipe for the water system expansion was in place (4,206 of 4940 feet.).
 - WES adopted a budget 1.75% increase. Nauset Regional budget still the same.
- Police Chief Ron Fiset introduced Officer Robert Burns, reminded the audience that there is a prescription drug drop off box at the Police Station for those who want to safely dispose of old prescriptions, and announced that the 2nd Annual Gun Turn-in Program would begin in May, 2014.
- Wellfleet Assembly of Delegates representative Ned Hitchcock read a statement¹ about the potential restructuring of Cape Light Compact. He asked the Selectmen to direct CLC's Wellfleet representative to request deferred implementation of any plan until either the Attorney General or Inspector General responds to the Assembly's resolution on the matter. Dennis O'Connell supported Hitchcock's request for a vote to delay action.

Licenses

Motion 14-0054: Murphy moved to approve the petition for a liquor license change of corporate name/DBA from Mac's Shack, Inc. to Wellfleet Harbor Seafood, Co. Inc. Morrissey seconded the motion and it passed 5-0.

Appointments

Motion 14-0155: Pilcher moved to approve the appointment of Jarrod J. Cabral to the Building and Needs Assessment Committee to fill the remainder of Robert Kelly's term ending 6/30/15. Morrissey seconded the motion and it passed 5-0.

Motion 14-0156: Murphy moved to approve the appointment of Jonathan Hale, Davis Lanctot and Jordan Proudfoot as Wellfleet Special Summer Police Officers with an effective term from May 1, 2014 through June 30, 2015. Morrissey seconded the motion and it passed 5-0.

Motion 14-0157: Murphy moved to approve the appointment of Detective Scott Chovanec (Provincetown Police Department) as a Wellfleet Special Police Officer with an effective term from February 12, 2014 through June 30, 2015. Morrissey seconded the motion and it passed 5-0.

Use of Town Property

Motion 14-0158: Murphy moved to approve the application received from Myya Beck/WOMR for the Lower Cape Sprint Triathlon subject to the conditions laid out in the descriptive memo provided by WOMR² on Saturday, June 21, 2014 from 7:00 a.m. to 10:00 a.m. Pilcher seconded the motion and it passed 5-0. [Processing Fee and Use of Town Property fee: Exempt].

Public Hearing(s) [7:15]

Regulations

Motion 14-0059: Morrissey moved to approve the change in fee structure to the Wellfleet Environmental Protection Regulations. Murphy seconded the motion and it passed 5-0.

Use of Town Property, cont.

Beth Brehmer from the Recycling Committee is requesting the use of 325 Main Street (the Penny Patch) on Wednesdays from 8:00 a.m. to 1:00 p.m. from May 14 to October 15, 2014 (same days and hours as Farmer's Market) to set up a booth to sell artwork and promote the work of the Recycling Committee. Brehmer is trying to recruit 6-10 additional vendors. 20% of proceeds donated to the Recycling Committee. The Selectmen would like more information from Brehmer and the Recycling Committee before a decision is made on the request.

Motion 14-0160: Pilcher moved to table a motion on Brehmer's request pending additional information from the applicant and Recycling Committee. Houk seconded the motion and it passed 5-0.

Motion 14-0161: Pilcher moved to approve the application received from Amy Ryan from the Ryan Environmental Group to use Newcomb Hollow Beach on Friday and Saturday, March 28-29, 2014 for one hour per day; 5:00 to 6:00 p.m. to build a small temporary habitat to reenact an indigenous lifestyle for educational purposes. Houk seconded the motion and it passed 5-0. [Processing fee: \$20. Use of Town Property fee: \$100].

Motion 14-0162: Morrissey moved to approve the application received from Steven Hughes from Challenger Sports to use Baker's Field (soccer field) Monday, August 18 – Friday, August 22, 2014 from 9:00 a.m. to 12:00 p.m. and 5:00 p.m. to 8:00 p.m. pending Challenger Sports adding the Town as additional insured and providing a camp permit. Houk seconded the motion and it passed 5-0. [Processing fee: \$20. Use of Town Property fee: \$500]. Needs to add Town as additional insured and camp permit needed. A one year contract only.

Motion 14-0163: Pilcher moved to approve the application received from Jennifer Flanagan from the Wellfleet Elementary School PTA to use Baker's Field, parking area, tennis courts and snow fence on Saturday, May 24, 2014 from 7:30 a.m. to 4:30 p.m. for WES Fest. Requested rain dates: Sunday, May 25 and Sunday, June 15. Morrissey Houk seconded the motion and it passed 5-0. [Processing fee and Use of Town Property fee: Exempt].

Business

Surrender of Town Pizza liquor license

Motion 14-0164: Murphy moved to approve the request from Town Pizza to surrender its liquor license. Morrissey seconded the motion and it passed 5-0.

Water system expansion change orders: #2 (Culvert); & #3 (Hiller Ave.)

Environmental Partners Group (EPG) provided a final construction cost for change order #2, which would replace a failed culvert under Chequessett Neck Road. The additional work cost is \$23,740.59.

The Board of Water Commissioners presented a revised change order #3 from EPG that would extend water down Hiller Avenue beyond Summit Street and service at least eight additional residences. Terkianian recommended approval because USDA grant money from the first water system expansion became available

for unrestricted use to fund change order #3. The additional construction cost is \$38,579.80. That price may be reduced by approximately \$3,000 if an additional hydrant is not required.

Motion 14-0165: Pilcher moved to approve Wellfleet Water System Expansion Change Order #3. Morrissey seconded the motion and it passed 4-0-1 (Murphy recused himself from the vote).

Review of Fire Department overtime

Terkanian reviewed a memo on Fire Department overtime prepared for the BOS³ and said that there is not a great difference in cost between what the Town pays in overtime versus paying straight time with benefits. Terkanian would like to address the question of correct staffing levels with the Board of Selectmen. The Fire Department is requesting a transfer in to cover 2013 overtime costs of approximately \$86,657, due to mainly a prolonged injury on duty. Terkanian presented several options for covering transfer costs. Bruinooge thought #2 on Terkanian's memo, which outlined the standard procedure, was most logical course of action. Pilcher would like to see additional staffing options from the Town Administrator and Fire Chief. The Chief is also working to further develop call members into full time firefighters when staff retires.

Review of proposed improvements to Gull Pond landing and parking

Beach Administrator Suzanne Grout Thomas reviewed conservation improvements to Gull Pond⁴ based on a study conducted by the Natural Resources Advisory Board. Labor will be provided by AmeriCorp with oversight from the Health and Conservation department. Thomas has divided the improvements into multi-year stages to better qualify for CPC funding. Improvements in 2013 included some revegetation with native plants, adding a MOBI mat to allow for handicap access and signage to direct traffic flow, and building a storage shed. Thomas will ask for a transfer from the Beach Fund reconfigure the parking area in 2014 and pay for the shed. Future improvements will include additional revegetation, replacing the split rail fence and removing failing bulkhead and stairs, among other projects. From the audience, Conservation Commission Terry Gips said that parking remediation is very important because of the erosion issue and the sand going into the pond. Gips and Morrissey think that there should be a public meeting to discuss the plans.

Bruinooge called a recess from 8:15 to 8:22 p.m.

Review and/or approve FY2015 Budgets

Terkanian reviewed a memo that outlined his recommendations for the FY2015 budgets⁵. The Selectmen were concerned that the reserve fund would be low if all capital items were funded with available free cash. Bruinooge said she would not be "adverse" to short term borrowing on certain items to leave the Town with a more substantial free cash amount. After a discussion on Other Post Employee Benefits (OPEB), Terkanian suggested incrementally increasing the OPEB funding to not overburden one set of Wellfleet taxpayers. Morrissey suggested a FY2015 OPEB funding level of \$200,000.

182 Chamber of Commerce

Pilcher requested that funding for the funding at \$13,000 for this year to promote new initiatives to bring in younger workers and eco-friendly business. Harry agrees that \$10,000 has not kept pace with inflation but he would not like it to go to Discover Wellfleet website.

Motion 14-0066: Pilcher moved to approve the FY2015 Chamber of Commerce budget (182) with a fund level at \$13,000. Morrissey seconded the motion and it passed 5-0.

151 Legal Expenses

Motion 14-0067: Pilcher moved to approve the FY2015 Legal Expenses budget (151) at \$100,000. Morrissey seconded the motion and it passed 5-0.

114-146, 153-181, 183-196

Moderator, Constables, Audit, Selectmen, Town Administrator, General Administration, Finance Committee, Reserve Fund, Town Accountant, Assessors, Town Clerk/Treasurer, Collector, Information Technology, Tax Title, Elections, Conservation Commission, Planning Board, Zoning Board of Appeals, Open Space

Committee, Herring Warden, Shellfish, Shellfish Propagation, Shellfish Advisory Committee, NRAB, Economic Development, Housing Authority, Annual Reports & Warrants, Consultancy

Motion 14-0068: Pilcher moved to approve FY2015 budget lines 114-146, 153-181, 183-196 as presented (see above list). Morrissey seconded the motion and it passed 5-0.

210 Police

Pilcher noted that there was a reduction in the FY2015 due to retirement and new hires at lower salaries.

Motion 14-0059: Morrissey moved to approve the FY2015 Police budget (210) as presented. Murphy seconded the motion and it passed 5-0.

215 Communications/Dispatch

Motion 14-0069: Pilcher moved to approve the FY2015 Communications/Dispatch budget (215) as presented. Murphy seconded the motion and it passed 5-0.

220 Fire

Terkanian increased overtime as the FY2014 budget line was underfunded relative to actual costs.

Motion 14-0070: Morrissey moved to approve the FY2015 Fire Department budget (220) as presented. Murphy seconded the motion and it passed 5-0.

Morrissey/Murphy 5-0

241 Building Inspection

The Selectmen requested a hold on the Building Inspection budget line until the next BOS meeting so Terkanian can investigate the request for a 9% increase in salaries.

291 Emergency Management

Motion 14-0071: Morrissey moved to approve the FY2015 Emergency Management budget (291) as presented. Pilcher seconded the motion and it passed 5-0.

292 Animal Control

Motion 14-0072: Murphy moved to approve the FY2015 Emergency Management budget (292) as presented. Morrissey seconded the motion and it passed 5-0.

293 Traffic and Parking Control

Motion 14-0073: Morrissey moved to approve the FY2015 Traffic and Parking Control budget (293). Pilcher seconded the motion and it passed 5-0.

300 Wellfleet Elementary School

The Wellfleet Elementary School Committee voted to adopt their FY2015 Operating Budget in the amount of \$2,457,690 on February 11, 2014.

Motion 14-0074: Murphy moved to approve the FY2015 Wellfleet Elementary School budget (300). Morrissey seconded the motion and it passed 5-0.

301 and 302 Nauset Regional School District and the Cape Cod Regional Technical High School

The Selectmen will vote on the Nauset Regional School District (301) and the Cape Cod Regional Technical High School (302) budgets when they are finalized and approved by their respective school committees.

417 DPW Facilities

Motion 14-0075: Murphy moved to approve the FY2015 DPW Facilities budget (417) as presented. Pilcher seconded the motion and it passed 5-0.

420 DPW Operations - Salaries

A new facilities management position was added to the salaries line for \$50,000.

Motion 14-0076: Pilcher moved to approve the FY2015 DPW Operations budget (420-5110) as presented. Murphy seconded the motion and it passed 5-0.

420 DPW Operations - Expenses

Motion 14-0077: Murphy moved to approve the FY2015 DPW Operations budget – expenses (420) as presented. Morrissey seconded the motion and it passed 5-0.

422 General Highway

Motion 14-0078: Murphy moved to approve the FY2015 DPW General Highway budget (422) with a corrected total of \$114,900. Morrissey seconded the motion and it passed 5-0.

423 Snow Removal

Motion 14-0079: Murphy moved to approve the FY2015 DPW Snow Removal budget (423) as presented. Morrissey seconded the motion and it passed 5-0.

424 Street Lights

Motion 14-0080: Murphy moved to approve the FY2015 DPW Street Lights budget (424) as presented. Morrissey seconded the motion and it passed 5-0.

433 DPW Transfer Station

Motion 14-0081: Morrissey moved to approve the FY2015 DPW Transfer Station budget (433) as presented. Murphy seconded the motion and it passed 5-0.

434 Recycling

Motion 14-0082: Pilcher moved to approve the FY2015 Recycling budget (434) as presented. Morrissey seconded the motion and it passed 5-0.

510 Health and Conservation

Motion 14-0083: Morrissey moved to approve the FY2015 Health & Conservation budget (510) as presented. Pilcher seconded the motion and it passed 5-0.

520 Human Services

Motion 14-0084: Morrissey moved to approve the FY2015 Human Services budget (520) in the amount of \$84,460. Pilcher seconded the motion and it passed 5-0.

541 Council On Aging

Motion 14-0085: Pilcher moved to approve the FY2015 Council On Aging budget (541) as presented. Morrissey seconded the motion and it passed 5-0.

Water Enterprise Fund Budget

Motion 14-0086: Pilcher moved to approve the FY2015 Water Enterprise Fund budget with a part time salary (line item 5110) increase to \$35,000. Houk seconded the motion and it passed 5-0.

Town Administrator's Report

Town Administrator Harry Terkanian reviewed the Town Administrator's report⁶.

Future Concerns

The Selectmen reviewed a letter regarding early voting mandates proposed by the state that would require the Clerk's office to hold extended hours and be open on weekends to accommodate early voters. The state will not reimburse towns for the additional hours of service. The Cape Cod Selectmen and Councilors Association (CCSCA) proposed sending a letter regarding the issue on behalf of Barnstable County and the Selectmen agreed to lend their support to CCSCA's efforts.

Correspondence and Vacancy Report

John Morrissey had prepared the Correspondence Report⁷. A copy was made available for review.

Minutes

Motion 14-0187: Murphy moved to approve the minutes of the January 28, 2014 BOS meeting⁸ as printed. Morrissey seconded the motion and it passed 4-0-1 (Houk).

Adjournment

Motion 14-0188: Murphy moved to adjourn the meeting. Morrissey seconded the motion and it passed 5-0. The meeting was adjourned at 10:15 p.m.

Respectfully submitted,

Amy Voll, Executive Assistant

¹ 2014-02-11 Ned Hitchcock statement re: CLC restructuring

² 2014-02-11 Lower Cape Sprint Triathlon memo from WOMR

³ 2014-02-03 Terkanian memo re: Overtime Costs & Fire Department Overtime

⁴ 2014-01-23 Gull Pond Working Group memo

⁵ 2014-02-03 Terkanian memo - FY2015 Budget Status Summary

⁶ 2014-02-11 Harry Terkanian Town Administrator's Report

⁷ 2014-02-11 Correspondence Report

⁸ 2014-01-28 BOS minutes