

**Wellfleet Board of Selectmen
Minutes of the Meeting of January 23, 2018
Wellfleet Senior Center 6:00 p.m.**

BOS Members Present: Dennis Murphy - Chair, Janet Reinhart – Vice Chair, Jerry Houk.

BOS Members Absent: Kathleen Bacon – Clerk- excused, Helen Miranda Wilson - excused.

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

The meeting was called to order at 6:02 p.m. by Dennis Murphy.

I. Announcements, Open Session and Public Comment

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

Janet Reinhart commended Colin Curley for becoming an Eagle Scout and she would like the BOS to send him a letter of congratulations.

Dennis Murphy – has been serving on Town boards for over 13 years and would like to announce that he would not be seeking reelection for a third term with the Board of Selectmen. He said he’s been enjoying being on the board and that it’s been a privilege working with all boards past and present. Janet Reinhart said he’s been doing an admirable job and that Dennis will be missed. Jerry Houk said Dennis has been doing a great job and that he will be missed.

**II. Budget Review:
A. Beach Program**

Suzanne Grout Thomas presented the Beach Program Budget (included in the BOS packet)

Suzanne spoke about the portable restrooms at the beaches and she clarified that the longevity line item in the budget is to cover for overtime. She would also like to acquire a small boat to be used by lifeguards in case of a shark attack instead of paddle boards. There is \$8k encumbered from the previous year, which was supposed to defray the cost for a replacement TV. Would also like to acquire a machine that would function at low tide very well across the flats and would allow for better emergency service, which has been vetted by the Fire Chief.

From the audience, Theresa Parker addressed the recycling issue at the beaches. Thomas supports recycling efforts, but that cannot be included under the Beach Program budget. Hoort clarified that any recycling matters would fall under the DPW budget. Hoort also mentioned he attended the MMA Conference where recycling and better training had been discussed.

Jerry Houk asked about the mileage line item and Thomas clarified those are costs for beach intendents to drive from one beach to another.

I move to approve the FY2019 Beach Program Budget as presented, in the amount of \$372,718.

Motion: Reinhart

Second: Houk

3-0-0. Motion passes.

B. Council on Aging

Thomas presented the Council on Aging Budget, which is a standard budget with one additional budget amount request for Contract Services, which mainly addresses gardening and maintenance operations (twice a year pruning, trimming and maintenance of garden plants at the property). Reinhart asked if that is in addition to the \$11K in the budget, but Thomas responded saying that is the total for the project.

Jerry Houk asked whether the Friends of the Council on Aging would pay for these maintenance costs and believes the Town should take care of this project through its Charter and would not vote for this budget at this point. Houk also believes the fully - equipped kitchen at the COA is underutilized and would like the Director to explore ways to include it in their outreach efforts.

I move to approve the FY2019 Council on Aging budget, minus \$4,000 for Contract Services, for a total of \$234,790.

Motion: Reinhart

Second: Houk

3-0-0. Motion passes.

C. Human Services Grants

Thomas presented the Human Services Grants budget (included in the BOS packet).

All organizations applying for Human Services Grants must have a 501(c)(3) status and they must provide their services to Wellfleet residents and the Town of Wellfleet itself.

Houk asked about the Navigator program and Thomas said that's a program implemented this year by the Outer Cape Health Services and they provide case management to people with different needs and difficulties.

Houk addressed the Meals on Wheels line item and said the program serves 21 residents in Wellfleet with a \$35k budget. He believes this line item should be reviewed next time

around and possibly increased given all their costs. Thomas mentioned the program includes different services, depending on what the mixing and matching needs of the people are. Houk also suggested the Meals on Wheels program utilized the full kitchen at the COA. Houk also questioned the lack of outreach for the Alzheimer's Support Group.

Reinhart said each of these organizations applying for a human services grant make a request and the BOS don't get a report on them and the awards are in line with what's being requested. Wellfleet only partially sponsors these organizations because they get funding from elsewhere as well.

I move to approve the FY2019 Human Services Grant Budget as presented, in the amount of \$205,000.

Motion: Reinhart

Second: Murphy

3-0-0. Motion passes.

D. Library

Jennifer Wertkin presented the Library Budget. There are few changes from last year: another \$1,000 extra in books and other printed materials, and travel (slightly increased for travel reimbursement). Some of the IT expenses (public computers, printers, equipment) have been moved from the Town's IT budget to the Library budget.

Reinhart asked how much the Friends of the Public Library contributed towards books. The answer is around \$4,000. Houk believes we have one of the best local libraries on the Cape and commended the staff. Library Journal recently offered the "All-Star" distinction to the Wellfleet Library, which only 13 libraries in the country possess.

I move to approve the FY2019 Library Budget as presented, in the amount of \$459,396.

Motion: Reinhart

Second: Houk

3-0-0. Motion passes.

E. Recreation

Thomas presented the Recreation budget (included in the BOS packet). Hoort said he and Rosenberg had been working on the budget line item addressing the seasonal and part-time staff wages to attract and retain staff in Wellfleet. Rosenberg said the Recreation Department continues to offer a wide range of programs to the Wellfleet community as well as the visitors and has been level funded for the past three years.

Houk what was offered in wages now for part-time workers. We currently pay between \$11-\$14/hour. Provincetown pays over \$15/hour and Truro over \$16/hour. Rosenberg mentioned it's important to have experienced staff working for us. She also said that most of the counselors work 30-40 hours/week and lifeguards work 9-5 pm.

Murphy inquired about the revenue from last year and Rosenberg mentioned the revenue for last year's season (summer of 2017) was over \$66,000.

From the audience, there was support for the Recreation budget for their activities that entice children of all ages to do and maintain healthy activities.

I move to approve the FY2019 Recreation Budget as presented, in the amount of \$312,106.

Motion: Reinhart

Second: Houk

3-0-0. Motion passes.

III. Public Hearing(s) 7:00pm

A. Change to Beach Regulations (including an overview of the condition of Town beaches)

Murphy opened the Public Hearing section at 7:02 pm.

Thomas presented the changes to the Beach Rules and Regulations (included in the BOS packet).

Thomas would not like to discontinue any recreation activities at the beaches, but would like to have Gull Pond Road Beach be a “no-fly-zone” for non-profits, and for those who would like to use it. Thomas believes that organizations should have to fill out an application for the use of Town property if they would like to use that beach.

Houk asked whether this would exclude people dropping off equipment and kayaks and leaving. The answer is: yes.

I move to approve the change to Beach Rules and Regulations as presented, effective immediately.

Motion: Reinhart

Second: Houk

3-0-0. Motion passes.

Thomas also presented a plan to preserve our natural resources at our beaches and address the increased number of applications to use Town property at our beaches. This trial plan will be implement at Gull Pond Rd as of right now, but after the summer season, it might be expanded to other town beaches as well. Thomas also presented an update on the current state of our beaches and some recommendations: Great Pond, Newcomb Hollow, Lecount Hollow, Cahoon Hollow, White Crest, Mayo Beach (beach sticker requirement), Indian Neck (resurface the parking lot), Burton Baker Beach (update rigging regulations), Powers Landing, the Gutt. Thomas would like the Town to put out on social media informational pieces to serve both the residents and the visitors.

Thomas also has a Five-Year plan to increase parking rates at the Town Beaches, but the new rates matter would have to be subject to a Public Hearing. New rates are scheduled to go in effect in 2019. Reinhart agrees that we need to talk about beach sticker fee increases.

Houk agrees with the need for more attendants at some of the beaches and he is in not in support of requiring a beach sticker at Mayo Beach because there should be one free beach for people to go to. Reinhart also thinks we should not be requiring a sticker at

Mayo Beach and that we should keep it as a courtesy beach to our visitors, but she also suggested a limited-time free parking option.

There was a question from the audience regarding car traffic records at the Town beaches and Thomas said she had that information on file.

The Public Hearing portion of the meeting was closed at 7:45 pm.

IV. Licenses

A. Contract Renewal and Food Truck License Renewal Application

- Leaside Café

I move to approve the Food Truck Contract Renewal and Food Truck Permit Renewal Application for Leaside Café.

Motion: Reinhart Second: Houk 3-0-0. Motion passes.

B. Common Victualler:

- Lighthouse
- Leaside Café
- Wellfleet Beachcomber

Reinhart mentioned the Beachcomber were requested to maintain 6 port-o-potties, and would like to address it individually.

I move to approve the following license renewals:

Common Victualler:

- Lighthouse
- Leaside Café

Motion: Reinhart Second: Houk 3-0-0. Motion passes.

Dan Murray – The Beachcomber General Manager acknowledged the request from the Beach Committee for the restaurant to be responsible for six port-o-potties.

Reinhart would like to table this item and condition their license renewal to the restaurant maintaining 6 port-a-potties.

I move to table this item to a future meeting.

Discussion: There was a comment from the audience saying the Beachcomber shouldn't be responsible for providing restrooms on town property for people who are not patrons of the venue.

Move: Reinhart Second: Houk 3-0-0. Motion carries.

C. Weekly Entertainment

- Lighthouse
- Wellfleet Beachcomber

I move to approve the following license renewals:

Weekly Entertainment:

- **Lighthouse**
- **Beachcomber**

Motion: Reinhart

Second: Houk

3-0-0. Motion passes.

V. Appointments/Reappointments

A. Carol Ubriaco – Historical Commission

Carol Ubriaco presented her background and interest in joining the Historical Commission.

BOS members and Jude Ahern (from the audience) think Ubriaco would be a great addition to the Historical Commission.

I move to appoint Carol Ubriaco to serve on the Historical Commission for a 5-month term ending June 30, 2018.

Motion: Reinhart

Second: Houk

3-0-0. Motion passes.

B. Sylvia Smith – Personnel Board

I move to appoint Sylvia Smith to serve on the Personnel Board for a term ending June 30, 2018.

Motion: Reinhart

Second: Houk

3-0-0. Motion passes.

C. C. Wilson Sullivan – Council on Aging Advisory Board

I move to appoint C. Wilson Sullivan to serve on the Council on Aging Advisory Board for a term ending June 30, 2018.

Motion: Reinhart

Second: Houk

3-0-0. Motion passes.

VI. Use of Town Property

A. Ragnar Events, LLC – Mike Dionne

I move to allow Ragnar Events, LLC to use the White Crest Beach and Newcomb Hollow Beach parking lots for their event on Saturday, May 12th, 2018 from approximately 7:30 am – 5 pm, subject to conditions listed in the application form, for a fee of \$100 for the event.

Motion: Reinhart

Second: Houk

3-0-0. Motion passes.

B. Wellfleet Gardeners – Karen Kaminski

I move to allow Wellfleet Gardeners to use the Town Hall Driveway in front of Abyoyo for their event on Saturday, May 26th, 2018 from approximately 6:00 am – 1 pm, subject to conditions listed in the application form.

Motion: Reinhart

Second: Houk

3-0-0. Motion passes.

VII. Business

A. Approval of Septic System Easement at 15 Kendrick Avenue (ATA)

Reinhart said this item had been previously discussed and approved at Town Meeting. The easement has sustained several improvements throughout the years and the representatives of 15 Kendrick Avenue are looking for an official final vote on this matter.

Murphy inquired about the tool that would cover liability issues and help the Town be indemnified in case the septic system failed and it was suggested we asked for the Town Counsel's opinion on this matter.

Sarah Turano-Flores (attorney) said she and the property owner would be happy to work with the Town and the Town Counsel to move this project along and get the final vote of approval from the BOS.

This item was tabled until the Town Counsel presented their opinion.

B. Approval of letter thanking State legislators for securing propagation funds (Shellfish Constable)

Nancy Civetta said every year the County has about \$2,000 they allocate in propagation funds from the State.

Approval of Letter thanking State legislators for securing propagation monies.

Motion: Reinhart

Second: Houk

3-0-0. Motion passes.

C. Acceptance of propagation grant from Wellfleet SPAT (Shellfish Constable)

Nancy Civetta said Wellfleet SPAT is the non-profit organization that produces OysterFest and the organization would like to partner with the Town and support shellfishing efforts by donating \$12,000 to be used towards propagation efforts.

Jude Ahern said it's important for the Town be mindful of its relationship with SPAT.

I move that the Board of Selectmen accept the propagation grant from Wellfleet SPAT and ask Staff to send a "thank you" letter to SPAT.

Motion: Murphy

Second: Houk

3-0-0. Motion passes.

D. Update from Energy Committee on landfill and potential approval of CVEC proposal on net-metering options for town energy usage

Dick Elkin was present to represent the Energy Committee. The Committee would only like to present an update and not make a recommendation regarding the CVEC proposal. At their meeting, the Energy Committee decided to put out an RFP for pursuing the landfill project instead. Hoort said that if we decided against committing to CVEC tonight, we couldn't go back to them for this project.

Liz Argo (CVEC Representative) explained what a delay might cost the Town and she said they are here to help and work with the Town if the latter so decides to consider CVEC for this project.

Nexamp said the Town might be interested in a leasing program for the landfill.

Murphy said he would like to go by the Energy Committee's recommendation.

No motion was made on this item.

E. Community Housing Resource, Inc. award request of Community Development Block Grant Program Income to 250 Gull Pond Road Rental Housing Development of \$75,352 (CHR)

Ted Malone from CHR presented their request for funding to go towards the 250 Gull Pond Road Rental Housing Development project.

David Rigets from the audience asked how many units of the six were allocated to Wellfleet residents. Malone responded at least two families had a Wellfleet connection. Rigets also asked about the price range of the rents and Malone responded there's a three-tiered approach to charging rent based on income.

Houk asked whether tenants paid for utilities and Malone responded saying that the tenants pay for their own electric.

I move to approve the award of \$75,352 from Community Development Block Grants Program Income to CHRGP (Community Housing Resource Gull Pond Road), LLC for 250 Gull Pond Road Rental Housing Development.

Motion: Reinhart

Second: Murphy

3-0-0. Motion passes.

F. Acceptance of 2018 IRS rate (TA)

Hoort said this is a standard procedure and that we approve the IRS going rate each year.

I move to vote to accept the IRS 2018 Standard Mileage Reimbursement Rate of \$0.545 per mile for business travel.

Motion: Reinhart Second: Houk 3-0-0. Motion passes.

G. Approval of 2017 Board of Selectmen Annual Report (TA)

I move to approve the 2017 Annual Report of the Board of Selectmen.

Motion: Reinhart Second: Houk 3-0-0. Motion passes.

H. Update, review and approval of tax bill insert for the Outer Cape Energize Program (Energy Committee)

David Mead-Fox, representing the Energy Committee, presented an update. The Committee has been working on advertising energy audits and supports the installation of solar panels. Mead-Fox asked the BOS to support and approve the tax bill insert for the Outer Cape Energize Program.

From the audience, there was an inquiry whether these solar panels are meant for roofs only. Mead-Fox said they're currently exploring options.

Move to approve the tax bill insert for the Outer Cape Energize Program as presented.

Motion: Reinhart Second: Houk 3-0-0. Motion passes.

VIII. Town Administrator's Report

Hoort wanted to highlight his trip to Washington DC on dredging and his trip to the MMA in Boston this past weekend. Both trips were very good and informative.

Reinhart said that, at MMA, Jay Ash and Charlie Baker both supported funding projects in smaller towns around the State.

IX. Topics for Future Discussion

Houk would like to have at least one trash barrel placed on our public beaches. He also mentioned the heat issue at the Sea Babies facility.

X. Correspondence and Vacancy Report

The Correspondence and Vacancy Report was included in the BOS packet.

XI. Minutes

- A. Meeting minutes from 12/19/2017 (Joint meeting with the Finance Committee)**

I move to approve the minutes of 12.19.2017 (joint meeting with the Finance Committee) as printed / as amended.

Motion: Reinhart Second: Murphy 3-0-0. Motion passes.

- B. Meeting minutes from 1/9/2018**

I move to approve the minutes of 1.9.2018 as printed/as amended.

Motion: Reinhart Second: Murphy 3-0-0. Motion passes.

I move to adjourn.

Motion: Reinhart Second: Murphy 3-0-0. Motion carries.

The BOS meeting was adjourned at 9:12 p.m.

Respectfully submitted,

Radu D. Luca, Executive Assistant to the Town Administrator

Public Records Material for the Meeting of 1/23/18

1. Town of Wellfleet Public Hearing Notice – Amendments in Beach Rules and Regulations
2. Owner – Contractor Agreement Extension, Leaside Café, 1/23/2018
3. Application for Town Boards – Carol Ubriaco, 1/5/2018
4. Application for Town Boards – Sylvia Smith, 1/17/2018
5. Application for Town Boards – C. Wilson Sullivan, 12/12/2017
6. Application for Use of Town Property – Ragnar Events, LLC
7. Application for Use of Town Property – Wellfleet Gardeners
8. Septic System – Deed of Easement, 15 Kendrick Avenue
9. Shellfish – Draft “Thank You” Letter to State Legislators for Approval
10. Inter-Governmental Agreement – Net Metering, CVEC
11. Request for Award of CDBG Program Income – CHR 1/16/2018
12. Tax Insert Bill Draft – Outer Cape Energize Program
13. Memo on Vacancies on Town Boards, 1/18/2018

