



Board of Selectmen

RECEIVED
TOWN OF WELLFLEET

2016 JUL -8 AM 11:55

The Wellfleet Board of Selectmen will hold a public meeting on Tuesday, July 12, 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.** Amendment to beach fees for drop offs at beaches
 - B.** Application from Kelly Unda for One Day Beer and Wine License on Friday, September 2, 2016 from 5 P.M. and Sunday, September 4, 2016 from 10 A.M. to noon for a wedding weekend at the Holden Inn.
- III. Licenses/Appointments/Reappointments/Use of Town Property**
 - A.** Licenses
 - B.** Appointments
 - 1) The Office of the Town Administrator as the Chief Procurement Officer.
 - 2) Dorothy Oberding to COA Advisory Board with a term ending June 30, 2018.
 - 3) Sharon Rule-Agger to Local Housing Partnership with a term to June 30, 2017.
 - 4) Ryan J. Golden to Full Time Police Officer with a term from August 1, 2016 to July 30, 2017
 - 5) Beth Berrio as Parking Control Officer with a term ending June 30, 2017.
 - C.** Reappointments – NONE
 - D.** Use of Town Property
 - 1) Request of Charlene Moske-Weber to use Maguire Landing Beach for Beach Bootcamp on Mondays, Wednesdays and Fridays 7:30 am to 8:30 am. Event fee TBD.
- IV. Business**
 - A.** Update on Outer Cape Bicycle and Pedestrian Master Plan. [Sarah Korjeff]
 - B.** Request for letter supporting legislation necessary for Herring River Restoration land swap. [Ben Zehnder]
 - C.** Request of Town of Chatham for Letter of Support to Rep. Keating for legislative remedy to reverse the U.S. Fish and Wildlife Service's jurisdictional authority over Monomoy territory. [TA]p
 - D.** Discussion of benthic mapping project of Wellfleet Harbor [Wilson]
 - E.** Discussion with William Henchy and Andrew Souza regarding the use of Charter provision 5-4-1.
- V. Town Administrator's Report**
- VI. Future Concerns**
- VII. Correspondence and Vacancy Report**
- VIII. Minutes [June 28, 2016]**
- IX. Adjournment**

TOWN OF WELLFLEET
PUBLIC NOTICE

Notice is hereby given that the Wellfleet Board of Selectmen will hold a public hearing on Tuesday, July 12, 2016 at 7:05 p.m. in the Wellfleet Council on Aging, 715 Old Kings Highway, to discuss revisions to the Beach fee regulations.

WELLFLEET BOARD OF SELECTMEN



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: Beach Drop Off Fees
Date: June 28, 2016
CC: Director of Community Services

Since the drop off fee regulations were adopted by the Board on May 10, 2016, there have been a couple of instances where creative interpretations of the application of the Beach drop off fee to their operations have been advanced as a way of avoiding responsibility for paying the fee.

To forestall further efforts to avoid payment of the fee, I suggest that the fee regulation be revised to provide that the fee for drop off individuals at town beaches apply to all vehicles registered as busses, livery or taxi vehicles and to all vehicles which are capable of seating more than six (6) adults, regardless of how owned, operated or registered. The fee would apply to all vehicles dropping off individuals at town owned beach parking lots, including at both Whitecrest lots. The only exception would be for bus trips originating from the Town owned parking lots at the ocean beaches (Maguire's Landing, both lots at Whitecrest Beach, Cahoon Hollow and Newcomb Hollow.)

TOWN OF WELLFLEET
PUBLIC HEARING

In accordance with M.G.L. Chapter 138, notice is hereby given that a public hearing will be held on Tuesday, July 12, 2016 at 7:05 p.m. at the Wellfleet Council on Aging to consider the following:

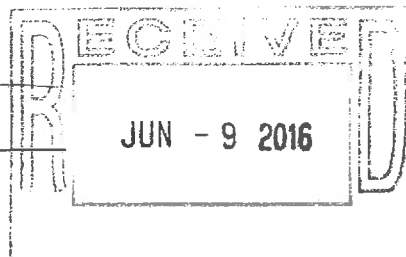
- Application received June 9, 2016 from Kelly Unda for two One Day Beer and Wine Licenses on Friday, September 2, 2016 from 5:00 pm to 8:00 pm and Sunday, September 4, 2016 from 10:00 am to 12 noon for a wedding weekend at the Holden Inn.

WELLFLEET BOARD OF SELECTMEN

TOWN OF WELFLEET
APPLICATION FOR SPECIAL EVENT LIQUOR LICENSE

1. Applicant Kelly Unda ^{Kau} ~~28~~ 28 @ 201.6
Holden Inn Wellfleet, MA
Address 140 Commercial St. ⁰²⁶⁶⁷ Telephone 508-349-3450
2. Affiliation/Group N/A For Profit _____ Non Profit _____
3. Type of License All Alcohol (\$100.00/day) _____ Beer and Wine (\$50.00/day) X
4. Type of Activity Being Conducted Wedding weekend
5. Date 9/2, 9/4 Hours of Service 9/2 (5-8pm) 9/4 (10am-1)
6. Description of Premises Inn, cottage + lodge buildings w/ a
large lawn area + parking lot
7. Name, Address, Telephone of Designated Manager (person responsible for activity)
Kelly Unda 617-875-3933
16 Crescent St. Apt. 2 Somerville, MA 02145
8. If activity involves food service, please describe fully (i.e. raw shellfish, heated casseroles, bakery goods, etc.)
Friday - bbq, heated pulled pork sandwiches, cole slaw
Sunday - brunch, bakery goods, heated casseroles +
quiches


Applicant's signature



6/3/16
Date

Police Dept. Signature [Signature] 6/13/16
Comments/Conditions _____

OK

Building Dept. Signature RGS 6-24-16
Comments/Conditions _____

OK

Fire Dept. Signature [Signature] 6/15/16
Comments/Conditions OK

Health Dept. Signature [Signature]
Comments/Conditions OK

DPW Dept. Signature _____
Comments/Conditions _____

X

Other _____
Comments/Conditions _____

6/9/16
Date Received

paid
Fee

Date Issued



TOWN OF WELLFLEET
APPLICATION FOR TOWN BOARDS & COMMITTEES MEMBERSHIP

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

FILL OUT THE FORM BELOW and mail or bring it to:
Wellfleet Selectmen's Office, Town Hall, 300 Main Street, Wellfleet, MA 02667

☐ Name DOROTHY OBERDING Date 6/30/2016

Mailing Address POB 1994
WELLFLEET, MA 02667-1994

Phone (Home) 508 349-9181 (cell) 774-722-4298

E-mail dorothyseasidegardens@comcast.net

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

Mustard Seed & Nauset Neighbors. Volunteered
For 7 years at MASS. AUDUBON at desk, as
trail naturalist & in garden. Volunteered
for about 10 years for Master Gardeners on
the HOTLINE & TEACHING BACKYARD HORTICULTURE

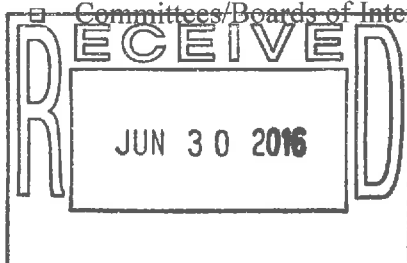
☐ Please add any other information that you think may be useful, including education or other formal training, specialized courses, professional licenses or certifications, etc.:

I worked as a R.N & Nurse MANAGER,
principally with the VISITING Nurse
SERVICE of N.Y - 13 of my years were
in Hospice.

☐ Committees/Boards of Interest: 1) COA Advisory Board

2) _____

3) _____





TOWN OF WELLFLEET
APPLICATION FOR TOWN BOARDS & COMMITTEES MEMBERSHIP

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

FILL OUT THE FORM BELOW and mail it to:

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

☐ Name Sharon Rule-Agger Date 7/5/2016

Mailing Address 56 Cahoon Hollow Rd
Wellfleet, MA 02667

Phone (Home) 508-349-3705 (cell) 508-240-4121

E-mail rule.aggers@verizon.net

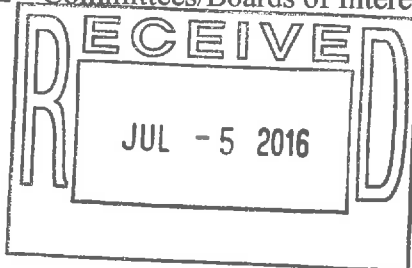
☐ Please describe briefly any work experience, including volunteer service, that you feel would be useful to the Town: Recent volunteer service includes

Meals on Wheels, ~~Outer~~ Lower Cape Outreach
pantry volunteer (S. Wellfleet)

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

Bachelor of Architecture w special
interest in low cost, energy efficient
housing (way in the past but still
an interest.)

☐ Committees/Boards of Interest: 1) Local Housing Partnership
2) _____
3) _____



Town of Wellfleet
Police Department

July 7, 2016

To: Board of Selectmen
From: Chief Ronald L. Fisette

Subject: FULL TIME POLICE OFFICER APPOINTMENT

I request Ryan J. Golden be appointed as a Full Time Police Officer, from August 1, 2016 through July 30, 2017. Mr. Golden is currently a Truro resident, who attended the Cape Cod Technical High School. He is a member of the Army National Guard and has a few years of college under his belt (he hasn't earned a degree at this time). Mr. Golden is currently enrolled in a 20+ week Full Time Police Officer Academy, State Police Municipal Academy #6 and is expected to graduate on Friday September 23, 2016.

Ryan J. Golden:

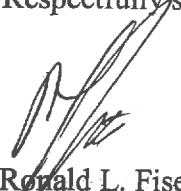
Physical	Satisfactorily Completed
Physical Agility Test	Satisfactorily Completed
Police Academy Application	Satisfactorily Completed
Background Check	In Progress
Psychological Evaluation	Being scheduled

I recommend that Mr. Braun be appointed as above and that a conditional offer of employment be extended as follows:

- Pass a background investigation (already being under taken)
- Pass a psychological
- Pass a physical (need copy of the physical)
- Pass the Physical Agility Test (PAT test)
- Obtain or be able to obtain a MA license to carry a firearms permit (Class A)
- Complete the Full Time Police Academy (In Progress)
- Satisfactorily complete the Field Training program

Mr. Ryan Golden will not be able to attend the Board of Selectmen meeting for the appointment request as he is at the Police Academy, receiving positive guidance from the academy staff, located in New Braintree, MA. I will schedule him to be at a future BOS meeting in October, when he has completed the academy.

Respectfully submitted for your information and consideration.



Ronald L. Fisette
Chief of Police

cc: Brian Carlson, Acting Town Administrator

Police Officer Position; Full Time [X] Part Time []

Communications Position; Full Time [] Part Time []

WELLFLEET POLICE DEPARTMENT SUMMARY SHEET OF APPLICANT'S INFORMATION

Applicant's Name: Golden Ryan J.
(Last) (First) (Middle)

The following information is a summary of information provided as part of a 10 page application packet. The entire application is available for your review if you so desire.

I PERSONAL HISTORY

Address: 7 Bayberry Lane
(Number & Street)
Truro MA 02666
(City/Town) (State) (Zip)

II EDUCATION

	School Name, Address and Phone Number	Graduated Yes/No	Number of Years Attended	Degree	Major
High School	Cape Cod Regional Technical HS 351 Pleasant Lake Ave. Harwich, MA 02645	Yes	4		
Undergraduate	Westfield State University 577 Western Ave. Westfield, MA 01086	No	2	BS	Criminal Justice
Graduate					
Other	Cape Cod Community College	No	1	BS	Criminal Justice

- b. Have you attended or are attending a Reserve Police Academy? Yes [] No [X] If yes, give details to include completion date: _____
- c. Have you attended or are attending a Full Time Police Academy? Yes [X] No [] If yes, give details to include completion date: State Police Municipal Academy #6, expected to graduate September 23, 2016
- d. Do you have a First Responder certificate? Yes [X] No [] Exp. Date: Academy
- e. Do you have a CPR certificate? Yes [X] No [] Exp. Date: Academy

- f. List any special abilities, interests, sports or hobbies along with degrees of proficiency:
Intramural soccer, basketball, running, cross training and snowboarding
- g. List any special equipment or computer systems with which you have experience.
Word, Excel, Outlook, Powerpoint, and PC & MAC proficient

III EMPLOYMENT HISTORY

Dates		Name, Address and Telephone of Employment	Rates of Pay		Supervisor's Name and Title
From Mo./Yr.	To Mo./Yr.		Start	Finish	
04/2014	Present	MA Army National Guard			
Reason for Leaving:					

Dates		Name, Address and Telephone of Employment	Rates of Pay		Supervisor's Name and Title
From Mo./Yr.	To Mo./Yr.		Start	Finish	
01/2012	04/2016	Cape Cod Refrigeration Lower Cape Ice	\$10.00	\$14.00	Shane Burhoe, Owner
Reason for Leaving:					

Dates		Name, Address and Telephone of Employment	Rates of Pay		Supervisor's Name and Title
From Mo./Yr.	To Mo./Yr.		Start	Finish	
Reason for Leaving:					

- b. Have you ever been disciplined or forced to resign because of misconduct or unsatisfactory employment? Yes [] No [X] If yes, give details:

- c. Are you eligible for rehire with each of your former employers? Yes [X] No [] If no, please explain: _____

TOWN OF WELFLEET
APPLICATION FOR PERMIT TO USE TOWN OWNED PROPERTY

Applicant Charlene Moske-Webster Affiliation or Group N/A
Telephone Number 2032316261 Mailing Address 15 Franklin Lane
Email address C22461@aol.com Wellfleet MA 02667

Town Property to be used (include specific area) Maguire's Landing Beach

Beginning the week of July 4th
Date(s) and hours of use: Monday, Wednesday, Friday 7³⁰-8³⁰am

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.

A one hour "Beach Bootcamp" class will be
offered to local residents free of charge.
Visitors to Wellfleet will be charged \$20. Proof
of year round residency will be requested ☺.

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

N/A

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: _____

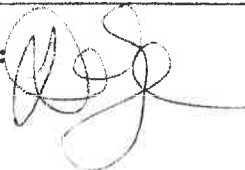


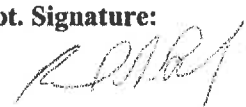

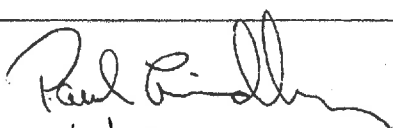
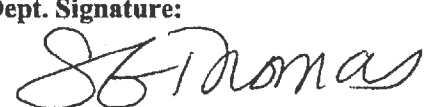

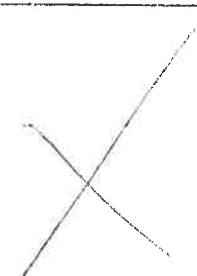
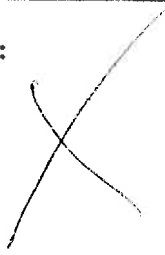

Processing Fee: 20.00 paid

Fee: _____

(over)

JUN 22 2016

ANT 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:  6/23/16 Comments/Conditions: <u>OK</u>	Fire Dept. Signature:  6/23/2016 Comments/Conditions: 
DPW Signature:  7/5/16 Comments/Conditions: <u>OK</u>	Beach Dept. Signature:  Comments/Conditions: How will residency be determined?
Shellfish Constable Signature:  Comments/Conditions:	Harbormaster Signature:  Comments/Conditions:
Recreation Dept. Signature:  Comments/Conditions:	Town Administrator: Insurance, use fee, T&D, Facility use agreement  Comments/Conditions: BMC



CAPE COD
COMMISSION

Memorandum



DATE: July 7, 2016

TO: Wellfleet Board of Selectmen

FROM: Sarah Korjeff, CCC Planner;
Outer Cape Bicycle and Pedestrian Master Plan Steering Committee

RE: Outer Cape Bicycle and Pedestrian Master Plan Update

Representatives of the Outer Cape Bicycle and Pedestrian Master Plan Steering Committee look forward to meeting with the Wellfleet Board of Selectmen to provide an update on the plan.

Our main objectives for the meeting are to inform you of the recommended primary (spine) route from Wellfleet to Provincetown and to get your agreement on secondary route priorities in your town. In preparation for the meeting, we have attached draft maps (two-sided) showing the proposed primary and secondary routes, plus a list of the proposed secondary routes in Wellfleet. This list was compiled with input from the town's Bike and Walkways Committee, town staff members, and comments received at several public workshops. We also hope to answer any questions you might have.

Information about the plan's development, including a Draft Alternatives Report, is available at:

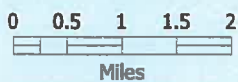
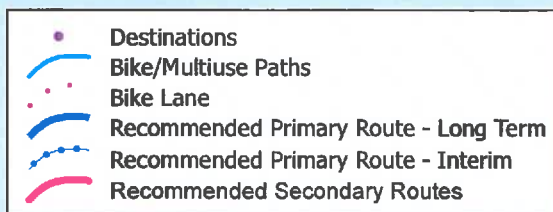
<http://www.capecodcommission.org/ocbpmmp>

DRAFT



June 15, 2016 Public Workshop
Truro Community Center

View the entire
Alternatives Development Report at:
[www.capecodcommission.org/initiatives/
outercapebikepedplan](http://www.capecodcommission.org/initiatives/outercapebikepedplan)



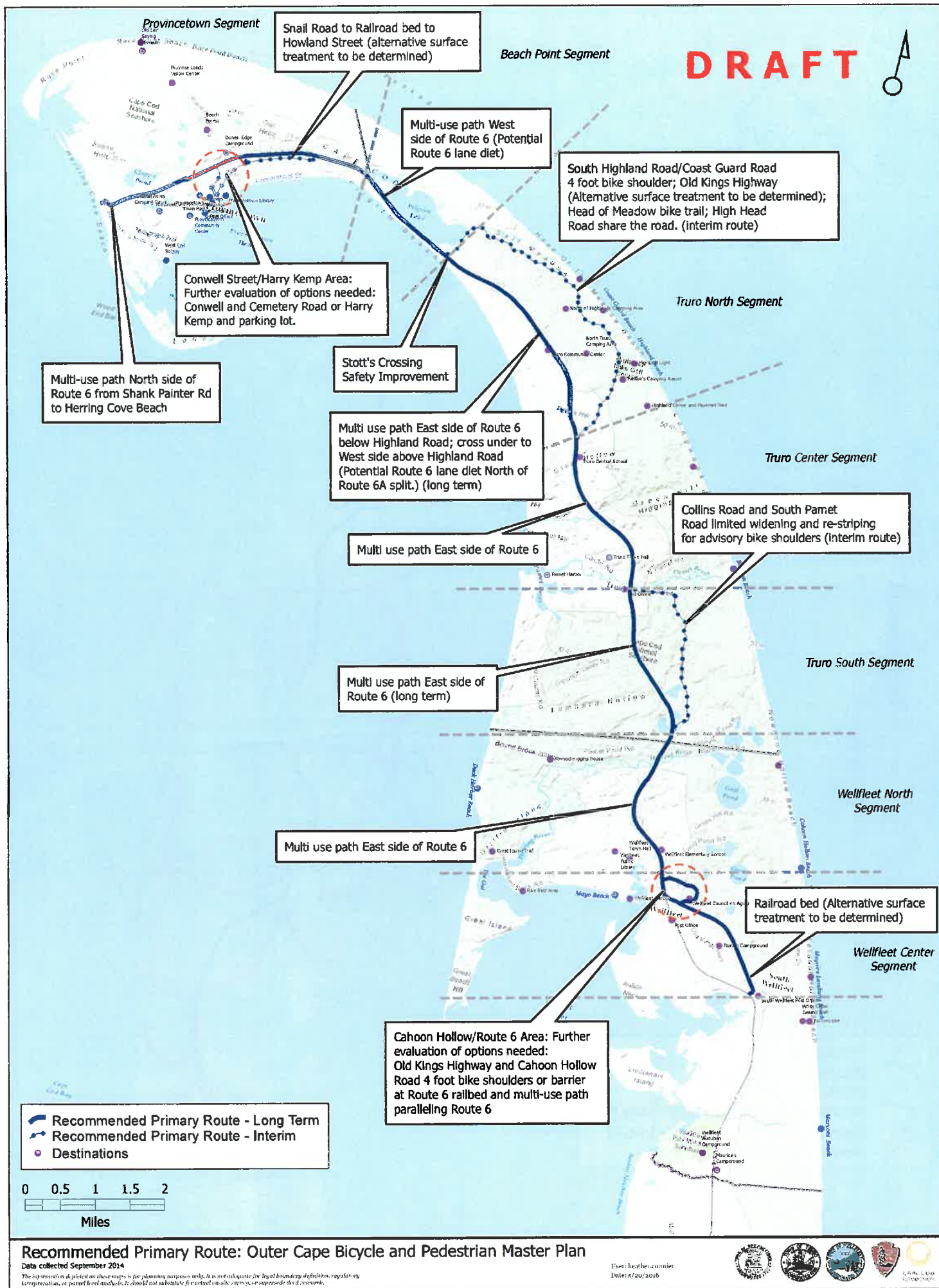
Recommended Primary and Secondary Routes: Outer Cape Bicycle and Pedestrian Master Plan

Data collected September 2014

The information depicted on these maps is for planning purposes only. It is not adequate for legal boundary definition, regulatory interpretation, or parcel level analysis. It should not substitute for actual on-site surveys, or appropriate deed research.

User: keith.cramer
Date: 6/24/2016





DRAFT FOR DISCUSSION PURPOSES 6/15/16

Road or Trail Name	Location (south-north)	Route Length	Suggested Accommodation	Road/Land Owner(s)	Length inside NPS boundary	Additional Description
Long Pond Road	Main Street to Ocean View Drive	2.15 miles	Share the road	Town of Wellfleet	1.5 miles	Existing Claire Saltonstall route. Wellfleet bike committee wants to re-route it to Cahoon Hollow once Main Street improvements are complete.
Lecount Hollow Road	From CCRT-Ocean View Drive	0.66 mile	4' shoulders	Town of Wellfleet	0.5 mile	Popular bike route. Consider speed reduction measures such as lower speed limit. Sand drift/accumulation issue
Ocean View Drive	From Lecount Hollow to Cahoon Hollow Road	1.72 miles	3' shoulders	Town of Wellfleet	1.72 mile	Consider speed reduction measures such as lower speed limit. Sand issues –especially at Lecount intersection.
Cahoon Hollow Road	From Ocean View Drive to Route 6	2 miles	Share the road	Town of Wellfleet	1.68 miles	Consider speed reduction measures
Ocean View Drive	Long Pond Road to Newcomb Hollow beach parking lot	1.35 miles	Share the road	Town of Wellfleet	1.35 miles	Beach area access.
Panmet Point Road	Route 6 – Old County Road	1.25 miles	Share the road	Town of Wellfleet	1.25	Scenic rural road – provides connection to Old County Road and Route 6. Low priority
Kendrick Avenue – Chequesset Neck Road	Commercial Street – Griffin Island Road	2.71	Share the Road	Town of Wellfleet	0.35 mile	Bicycle and walking route from harbor to Great Island.
Bank Street & Commercial	Main Street to Kendrick	0.6 miles	Share the Road	Town of Wellfleet	-	Existing sidewalk. Route to harbor from downtown.

TABLE OF SECONDARY ROUTES

Road or Trail Name	Location (south-north)	Route Length	Suggested Accommodation	Road/Land Owner(s)	Length inside NPS boundary	Additional Description
WELLFLEET						
West Road	Town line to Route 6	0.55 miles	Share the road	Town	-	Part of original Claire Saltonstall Bikeway route. Hazardous Route 6 crossing. Route 6 crossing and access to CCRT needed – has limited value/connectivity otherwise.
Route 6	West Road to Lecount Hollow Road	2.4 miles	4' minimum shoulders both sides	MassDOT	-	Segment has existing four-foot shoulders. No changes proposed. Used by high speed bicyclists as alternative to CCRT.
Marconi Beach Road	Route 6 to beach	1.7 miles	4' shoulders both sides	NPS	1.7 miles	Consider 4- foot "advisory"(dashed line) bike lanes, with removal of centerline, within existing footprint. Potential pilot project.
Marconi Site Road	Marconi Beach Road to overlook (Marconi site)	1 mile	Share the road	NPS	1 mile	
Cove Road	Route 6 to Pilgrim Spring	0.85	Pedestrian/sidewalk	Town of Wellfleet	-	Walking connection into town.
Indian Neck Road	Pilgrim Spring Road – Indian Neck	1-mile	Share the road	Town of Wellfleet	-	Conservation area access.

DRAFT FOR DISCUSSION PURPOSES 6/15/16

Road or Trail Name	Location (south-north)	Route Length	Suggested Accommodation	Road/Land Owner(s)	Length inside NPS boundary	Additional Description
Briar Lane	Route 6 – Main Street	0.5 miles	Pedestrian/sidewalk	Town of Wellfleet	-	Connect to existing sidewalk on south side near Main Street (but could cross to north side to Route 6). High priority for bike and walkways committee.
East Commercial Street	From Main Street to Bank Street	0.24 miles	Pedestrian/sidewalk	Town of Wellfleet	-	
Main Street, West Main, Pole Dike, Bound Brook ²	Higgins Lane to Truro line	3.8 miles	Share the road and minor safety improvements such as narrow lanes and fog line.	Town of Wellfleet	1.3 miles	Claire Saltonstall Bikeway route from Long Pond Road through Truro.



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: Request of Benjamin Zehnder for Letter in Support of Legislation Necessary
for Herring River Restoration Land Swap
Date: June 28, 2016
CC:

On June 28, 2016 I spoke with attorney Benjamin Zehnder in connection with the above. Attorney Zehnder represents the Rosenberg family. The legislation is necessary to facilitate a land swap involving the Rosenberg property. The Seashore and the Rosenberg family have negotiated a swap of the Rosenberg's improved property for other seashore owned property which is owned by the Seashore. The Seashore-owned property lacks status as "improved property" (property which is exempt from condemnation by the Seashore.). It is a condition of the agreement that the Rosenberg family receive property with "improved property" status in exchange for their current property. Satisfying this condition requires an amendment to the Seashore enabling legislation to redefine "improved property" to include property which is exchanged by the Seashore for "improved property." The legislation is currently in committee and attorney Zehnder has requested that the Board of Selectmen sign a letter along with or separately from the Friends of Herring River in support of the legislation.



TOWN OF WELFLEET

300 MAIN STREET WELLFLEET MASSACHUSETTS 02667

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

www.wellfleet-ma.gov

BOARD OF
SELECTMEN

TOWN
ADMINISTRATOR

ASSISTANT
TOWN ADMINISTRATOR

July 12, 2016

The Honorable William R. Keating
315 Cannon House Office Bldg.
Washington, DC 20515

DRAFT

Dear Representative Keating:

We write today in support of the Town of Chatham's request for a legislative remedy to reverse the U.S. Fish and Wildlife Service's (Service) unsubstantiated claim over the open waters and seabed to the west of Monomoy National Wildlife Refuge (Refuge) implemented as part of the recently adopted Comprehensive Conservation Plan.

The Refuge, and the waters that surround it, are some of the Cape's most valuable natural resources. For decades residents, and visitors alike, have utilized Monomoy and the surrounding waters for fishing, shellfishing, swimming, boating, birding, and other recreational pursuits. These historic and traditional uses are now threatened by the federal government's claim that the open waters and seabed to the west of Monomoy Island are part of the Refuge and subject to restrictions determined by the Service.

The Refuge boundary dispute with the Service is not about stewardship of the area's natural resources. The Town of Chatham and the Commonwealth have spent millions of dollars over decades ensuring the areas fisheries and shellfish resources are sustainably managed and endangered species protected. The Town and Commonwealth have much greater capacity to monitor and enforce rules and regulations necessary to ensure long-term management, especially on the open waters. The proposed legislation would permanently resolve this dispute and eliminate any possibility of the issue arising in future Refuge management plan revisions.

We ask that you demonstrate your support for the Town of Chatham and the Commonwealth by introducing and supporting legislation clarifying the Refuge's western boundary.

Sincerely,

Dennis Murphy, Chair

cc: Chatham Board of Selectmen

From: Jill Goldsmith <jgoldsmith@chatham-ma.gov>

To: Bob <rclawton@verizon.net>, jbeebe@eastham-ma.gov <jbeebe@eastham-ma.gov>, brian.carlson@wellfleet-ma.gov <brian.carlson@wellfleet-ma.gov>, cclark@town.harwich.ma.us <cclark@town.harwich.ma.us>, rccollins@mashpeeema.gov <rccollins@mashpeeema.gov>, ... [more](#)

Date: 06/27/2016 09:26 AM

Attachments:  Draft Letter to Rep Keating in support of legislation... (20 kB)

Subject: RE: Letter of (Continued) Support for the Town of Chatham and Commonwealth - Monomoy Refuge Boundary; Request to Support Legislation by Congressman Keating

All - I'm following-up on a previous request for support with *goods news*; Congressman Keating has agreed to file legislation that would permanently define the Monomoy Refuge boundaries in a manner that is consistent with the historic interpretation of the original (1944) Order of Taking. As you are likely aware, it has been both Chatham's and the Commonwealth's belief that the U.S. Fish And Wildlife Service's (USFWS) jurisdictional authority extended only so far as mean-low-water, and did not reach into, or include, the submerged lands, waters, and discontinuous intertidal flats that lie West of the barrier-beach system (lands, marshes, and inland waters of Monomoy).

Our neighboring towns and counties have been very supportive of all the efforts that have been made to date concerning Monomoy, and we greatly appreciate that. It is our hope that you will continue to support the collective effort for Chatham and the Commonwealth (via the AG's Office) to seek a legislative solution to clarify and codify the boundary with the USFWS, and that you will send a letter (draft attached) to Congressman Keating advising of your support for his legislative efforts. Time is of the essence as legislation will be filed following the July 4th recess. Thank you!

Jill R. Goldsmith, Chatham Town Manager

549 Main Street, Chatham MA 02633

508.945.5105 ph | 508.945.3550 fx | 774.212.6066 cell | www.chatham-ma.gov

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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
Brian Carlson, Acting Town Administrator
Subject: Town Administrator's Report
Date: July 7, 2016

Harry Terkanian has reported on items for the period June 24, 2016 through June 30, 2016. Brian Carlson has reported on items from the period July 1 through July 7, 2016.

- 1 Procurement and Public Works:
 - a. Contract with WasteZero for pay as you throw bags executed.
 - b. Contract with Environmental Partners for landfill monitoring executed.
 - c. Received two solicitations for quotes for the Housing Consultant.
- 2 Meetings
 - a. June 28, 2016. Met with the Beach Administrator to discuss bus drop issues off at ocean beaches.
 - b. July 6, 2016. Met with the Rick Pomroy and the Police Station Project Committee on next steps in the construction project. The team would like to present updates to the Board of Selectmen, Finance Committee and the Building Needs Committee as a joint meeting to be held on July 26th.
 - c. July 6, 2016. Met with the President and Vice President of the WEA Union to discuss a grievance matter.
 - d. July 7, 2016. Met with the Recreation Director to get an update on the July 4th weekend and other events at Baker Field.
- 3 Complaints.
 - a. July 1, 2016. Received a written complaint from Carol Thomson and Harold Hemond regarding a problem with obtaining a beach sticker for their son. (See correspondence)
- 4 Miscellaneous.
 - a. Updated Traffic Rules and Orders posted on the Town web site.
 - b. There was an office swap between the Town Clerk and the Assistant to the Town Clerk
 - c. There was a brown out (turned black out) that affected much of Wellfleet over the day Saturday July 2nd. The Library had to close that day and staff came in to make sure the building was up and running when it was able to reopen.
- 5 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):

TOWN ADMINISTRATOR'S REPORT TO THE SELECTMEN

- i. Two Recreation Department seasonal employees and 35 Beach Department seasonal employees have been hired.
- b. DPW Administrative Assistant and Library Assistant Director positions reclassified.
- c. The Treasurer had been given her six-month performance review. All of my direct reports have been reviewed with the exception of the Town Accountant, who I did not review in light of her expressed intention to retire on December 31, 2016.
- d. The employees at the Council on Aging have had their personnel reviews by the Community Services Director.
- e. Current employment vacancies (Charter 5-3-2 (i)):
 - i. Transfer Station equipment operator position will be re advertised.

Date: July 8, 2016
To: Brian Carlson
From: Jeanne Maclauchlan
Re: Vacancies on Town Boards

Bike & Walkways Committee (5 Members)

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

Comprehensive Wastewater Management Planning Committee (7 Members)

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

Council on Aging (at least 11 members)

Vacant Positions	Appointing Authority	Length of Term
1 position	Board of Selectmen	3 years
Requesting Appointment: One application 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 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	1 year to complete term
Requesting Appointment: No applications on file		

Local Housing Partnership (5 Community Members)

Vacant Positions	Appointing Authority	Length of Term
1 Position	Board of Selectmen	1 year to complete term
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	3 years
Requesting Appointment: One application on file		

Open Space Committee (7 Members)

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

Personnel Board (4 members + TA + FinCom Rep)

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

Planning Board (7 members)

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

Recreation Committee (5 members)

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

Recycling Committee (11 members)

Vacant Positions	Appointing Authority	Length of Term
1 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		



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Wellfleet Board of Selectmen
Minutes of June 28, 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]

- Wilson announced that on Thursday, June 30 at 5:30 at the COA the Cape Cod Commission will hold a hearing on the Herring River Restoration Plan final Environmental Impact Statement (EIS).
- Wilson announced that information about tick testing through UMass Amherst Laboratory for Medical Zoology has been posted on the Town web site.
- Wilson thanked Eileen Goldman for her service on the Human Rights Commission.
- Lydia Vivante announced the AIM Thrift Shop annual sales event on Saturday, July 30 from 8:30 am to 10:30 am in front of Town Hall and invited people to attend.
- Brad Williams announced the annual Historical Society house tours on Sunday, July 24 and distributed flyers. He also said that the Strawberry Festival is on Sunday, July 3 behind Preservation Hall at 2 pm.

Appointments

Library Addition Design Selection Committee Appointments – Jennifer Wertkin and Reatha Ciotti

Library Director Jennifer Wertkin presented her interest to serve on the Library Addition Design Selection Committee. Terkanian explained why these two committee appointments are needed to comply with the Board's Designer Selection Policy and MGL requirements for public building projects.

MOTION 216-627: Reinhart moved and Wilson seconded to appoint Jennifer Wertkin and Reatha Ciotti to the Library Addition Design Selection Committee per the BOS policy with a term to end upon selection of a designer for the project. The motion passed 5-0.

Murphy opened the Public Hearings at 7:05 pm.

Shellfish Grant License Renewals

The Shellfish Constable recommended to approve the request of David Paine and Kristi Johns to renew shellfish grant licenses #861B for a 10-year period. Houk asked about past license violations about the one of the applicants selling undersized oysters. Koch answered Houk's question affirmatively, but said that the State penalty is no longer in effect.

MOTION 216-628: Reinhart moved to approve the request of David Paine and Kristi Johns for renewal of shellfish grant license #861B for 10-year period. Wilson seconded and the motion passed 5-0.

Amendments to the Traffic Rules and Orders *(Continued from June 14, 2016)*

Terkanian presented the proposed amended Traffic Rules and Orders¹ and went over the changes to the document individually.

MOTION 216-629: Bruinooge moved to accept the amendments to the Traffic Rules and Orders as printed. Wilson seconded and the motion passed 5-0.

Appointments & Reappointments

Andrew Koch to Shellfish Constable; John Mankevetch to Assistants Shellfish Constable and Christopher Manulla to Deputy Shellfish Constable with terms ending June 30, 2019 – The Board took no action on this matter, because the terms will expire on December 31, 2016.

Energy Committee Appointment

Robert Shapiro expressed his interest to serve on the Energy Committee. Wilson and Lilli Green spoke highly of Mr. Shapiro and supported his appointment.

MOTION 216-630: Reinhart moved and Wilson seconded to appoint Robert Shapiro to the Energy Committee with a term ending June 30, 2019.

Judith Blau recommended the appointment of Maura Staker as a Human Rights Commission Representative.

MOTION 216-631: Wilson moved and Reinhart seconded to appoint Maura Staker as Human Rights Commission Representative with a term ending June 30, 2018. The motion passed 5-0.

Murphy spoke highly of Sylvia Smith and supported her appointment to the Natural Resources Advisory Board. He also said that the Chair of the NRAB - John Riehl had sent a letter supporting the appointment.

MOTION 216-632: Bruinooge moved and Wilson seconded to appoint Sylvia Smith to the Natural Resources Advisory Board with a term ending June 30, 2019. The motion passed 5-0.

Use of Town Property

Air Brush Tattoos with fundraising purpose at Mayo Beach, Town Hall or Baker Field

Cynthia Long presented her request to have her son Sam Long do air brush tattoos with fundraising purposes at Mayo Beach, Baker Field or Town Hall lawn. Bruinooge and Wilson supported the activity. Terkanian recommended Baker Field as the best location.

MOTION 216-633: Reinhart moved and Bruinooge seconded to approve the request of Cynthia Long for use of Baker Field daily during the summer to offer air brush tattoos with no use fee. The motion passed 5-0.

SPAT OysterFest Request for October 15 & 16

Michelle Insley, SPAT Executive Director presented the revised request² for 2016 OysterFest. Murphy recapped that a lot of the items have been discussed and approved and only asked for updates on the parking status on West Main Street and the bus transportation. Insley said that SPAT is proposing to take over the transportation by engaging a nonprofit group run the transportation through Nauset Regional High School. Wilson raised concerns about shuttle buses and liability insurance.

MOTION 216-634: Bruinooge moved to approve 2016 OysterFest request for October 15 and 16 per June 23, 2016 SPAT proposal, event fee \$3,000, event will also be charged for police and fire details and DPW costs and any required permits, memorandum of agreement to be prepared and signed. Reinhart seconded and the motion passed 5-0.

Bay-side SUP tours at White Crest Beach

Zach Pawa of Sacred Surf School presented his request to use White Crest from June 15 through August 31, 2016 for surf lessons and the Bay Side beaches for Stand Up Paddleboard tours.

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MOTION 216-635: Wilson moved and Reinhart seconded to approve the request of Zach Pawa and Ben Fowler of Sacred Surf School to use White Crest from June 15 through August 31, 2016 for surf lessons only with event fee of \$350 and conditions – beach to be cleaned and trash to be removed, proof of liability insurance, compliance with beach parking rules and signing a facility use agreement. The motion passed 5-0.

Surf Lessons at White Crest Beach

In the absence of the applicant, Thomas and Reinhart recommended Katherine Weeks of Sugar Surf Cape Cod for the use White Crest Beach from June through September, 2016.

MOTION 216-636: Reinhart moved and Bruinooge seconded to approve the request of Katherine Weeks of Sugar Surf Cape Cod to use White Crest from June through September, 2016 with event fee of \$350 and conditions: beach to be cleaned and trash to be removed, proof of liability insurance, compliance with beach parking rules and signing a facility use agreement. The motion passed 5-0.

4th Annual Rowing Rendezvous at Mayo Beach on September 24, 2016

MOTION 216-637: Houk moved and Bruinooge seconded to approve the request of Walter Baron to use Mayo Beach on September 24, 2016 from 2pm to 5pm; event fee waived. The motion passed 5-0.

8th Annual AIM Thrift Shop Sale at Town Hall Driveway on July 30, 2016

Lydia Vivante presented the request of AIM Thrift Shop 8th Annual Sale at Town Hall Driveway on July 30, 2016 from 8:30 am until 10:30 am.

MOTION 216-638: Wilson moved to approve the request of AIM Trift Shop to use Town Hall driveway on July 30 with no fee and trash pickup. The motion passed 5-0. **Business**

Briefing on Town Administrator's June 8, 2016 meeting with Seashore Superintendent Price (including "Landing Strip" property briefing by Chester Lay).

Terkanian went over his memo³ on the subject of outstanding issues between the Town and the CCNS and the need to be addressed and dealt with. He talked about the need for clean-up, ground water testing not covered by the Mass DEP requirements and the need to access Town property for the testing. He went over the Power Point presentation on the subject and thanked Lilli Green for forwarding it. Chester Lay, registered land surveyor of Slade Associates discussed a proposed land swap and the possible benefits of a land swap. Chet Lay went over a copy of the Assessor's Map lot 10 dated August 17, 1974 and Camp Wellfleet and recommended changing the Assessor's Atlas to more accurately reflect the deed. Terkanian said that this is an issue in progress and it will continue to be discussed. Steve Oliver presented a background information as a former Planning Board member. Jerry Parent, Chair of the Planning Board also gave a background information and the Planning Board's point of view and said that the first priority is to determine if the property has any road access before considering any land swaps. In the case of no access, the PB position is to negotiate in a friendly manner an access. Wilson had a question about the status of the Park's road and ownership status and what uses are allowed of roads in national parks. Terkanian agreed with Parent and said that the CCNS is part of the discussion for any potential land exchanges. Dennis O'Connell agreed with Lay and Terkanian and answered Wilson's question about the status of the road and potential issues with crossing town-owned property. Houk said that water studies have been done 30-40 years ago and the possibility to provide water to South Wellfleet. Murphy suggested directing the Town Administrator to determine the status and to utilize the \$50K appropriated for this purpose some ten years ago. Wilson wanted to know if the Park was interested to swap. Reinhart suggested outlining in the minutes the exact steps that need to be taken. Chet Lay offered to provide a written recommendation.

MOTION 216-639: Reinhart moved to request Chet Lay to write a letter with his recommendations for the steps that need to be taken. Murphy seconded and the motion passed 5-0.

MOU regarding High Water Mark Project - *continued from May 10, 2016*

Shannon Jarbeau presented the MOU for the High Water Mark project and the two proposed sites and the examples of the signs. She said that actual data for high water marks in Wellfleet was not available, but anecdotal data was available and the signs reflect it. Wilson expressed concerns about the list of tasks the Town commits to do if the project proceeds. Ms. Jarbeau said that the AmeriCorps could take on this project as part of the hazard mitigation plan. Wilson wanted to see if there was any written assurance about this. Terkanian gave a context of this matter and recommended going forward with the MOU. Bruinooge expressed concerns with the signs and their language and found it a scare tactic for marketing flood insurance. The Board discussed the potential implications of these flood signs and potential impact on flood maps. Bruinooge, Houk, Wilson and Murphy did not support the signage. Wilson wanted to know if there were other ways to get the credit to reduce the flood insurance. Wilson asked for a letter of intent outlining what it will be done by the organization before considering the MOU. Reinhart proposed working with Carlson and then getting back to AmeriCorps. No action was taken.

Housing Authority request to reaffirm vote for FY17 Extended Rental Assistance Program

Gary Sorkin of the Housing Authority explained the need for the vote to reaffirm the FY17 Extended Rental Assistance Program appropriation.

MOTION 216-640: Wilson moved to reaffirm the vote to commit \$25,000 in Community Development Block Grant funds for use in the Extended Rental Assistance Program for FY17. Reinhart seconded and the motion passed 5-0.

Request that Town divest ownership of stocks and bonds in non-renewable energy

Judith Blau presented the petition to divest funds in non-renewable energy based on a recommendation by the Center for Coastal Studies. Terkanian expressed his recommendations in a memo⁴ to the Board available with the meeting materials. Town Treasurer Rosemary Moriarty confirmed the responsibility of the Town on how to handle investments and said that this will be taken under advisement. Town Accountant Marilyn Crary said that the Town is limited to investments approved by the State. The discussion concluded without any action taken by the Board.

Traffic Concerns on Route 6 near Big Chief Hill and Oliver's Red Clay Tennis Courts

Stephen and Derek Oliver expressed concerns with parking at the Route 6 location aka The Fleet and asked for the Board's assistance. Terkanian said that the Police Chief met with the Olivers on June 23. Fire Chief Rich Pauley said that he and Chief Fisette met with the food truck vendors and facility owner Curt Felix to recommend improvements to the traffic situation. Derek Oliver said that the seriousness of this issue will become visible when something goes wrong, not the neighbors' inconvenience. Murphy referred this back to the ZBA – the body that authorized the venue. Wilson said that parking on State highway is not legal and suggested alerting the State about the situation. She wanted to know if the seating has been approved by the Health Department. Steve Oliver said that he already has talked to MassDOT and to the Police Chief and State Police and requested addressing this matter immediately. Bruinooge was not sure what the role of the Selectmen is in this situation. Reinhart suggested that the owner of the location should get a handle on the parking situation and the seating area. Murphy agreed that this should be referred to the ZBA and Building Inspector. Wilson wanted to know the number of seating and parking spaces approved by the Board of Health and ZBA. Derek Oliver said that there is disconnect between the property owner, the business owner and the food truck vendors. The facility owner Curt Felix spoke about the ZBA approval based on the State regulations. He also said that originally the property was a 98-seat restaurant and the current establishment has reduced the seat capacity, not increased it. He said that there is a history of tension with the above neighbors. He talked about steps taken to be a good neighbor. He said he is exploring options for solving the parking situation by signage, rearranging the food trucks to make sure the environment is safe. Reinhart said that the safety should be addressed promptly to not have vehicles parking on Route 6 by hiring a police detail. Felix said that steps have been taken to address the parking concerns. Reinhart continued to stress the

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importance of safety. Houk wanted to know why the State has not been enforcing the situation. Murphy closed the discussion by saying that there are no designated and approved parking spaces on the road shoulder.

Appointment of Brian Carlson as Acting Town Administrator

Terkanian explained the need to appoint Brian Carlson as Acting Town Administrator.

MOTION 216-641: Wilson moved to appoint as the acting Town Administrator until such time a permanent Town Administrator is ready to commence employment or three months, whichever is sooner, and that Mr. Carlson be paid a weekly stipend of \$580 in addition to his current salary. Reinhart seconded and the motion passed 5-0.

Modification of scope of dredging project engineering tasks.

Terkanian explained the modification of the scope of the dredging project based on the Army Corps of Engineers decision that a bioassay requirement is not needed and the additional tasks required to address the additional requests for information in connection with the Town's Environmental Notification Form.

MOTION 216-642: Houk moved and Reinhart seconded to approve the modification of the scope of engineering tasks. The motion passed 5-0.

Approval of WasteZero Contract Renewal

MOTION 216-643: Bruinooge moved to approve the WasteZero contract renewal as presented and to authorize the Town Administrator to sign it. Reinhart seconded and the motion passed 5-0.

Extension of IT Services Contract with Barnstable County for fiscal 2017

MOTION 216-644: Wilson moved and Bruinooge seconded to approve the IT Services contract extension. The motion passed 5-0.

MOTION 216-645: Wilson moved and Murphy seconded to authorize the Town Administrator to sign the Barnstable County IT Services contract renewal. The motion passed 5-0.

Award of landfill monitoring contract to Environmental Partners Group, Inc. (EPG)

MOTION 216-646: Bruinooge moved to award the Environmental landfill monitoring contract to EPG and to authorize the Town Administrator to sign it. Wilson seconded and the motion passed 5-0.

Town Administrator's Report⁵ and additional items:

- Bus Drop Off fee regulation should be revisited at a public hearing on July 12.
- Seasonal employment hires for additional beach and recreation employees will be approved on June 29th with employment to start on July 1.
- All aquaculture reports for 2015 have now been filed.
- An application for a \$5,000 grant to support administration of the Green Communities Act grant funding has been filed.
- Brant Valli trial is tentatively scheduled for July

Extension of DPW Director Contract.

MOTION 216-647: Bruinooge moved and Reinhart seconded to approve the contract for the DPW Director. The motion passed 5-0.

Future Concerns

- Discussion about the Fourth of July Parade logistics.
- Cape Cod Commission presentation about the regional bike plan will be on the July 12 agenda.

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- Police Station Building Committee progress report will be on the July 26 agenda
- Public Hearing on Discontinuance of maintenance of a portion of High Toss Road will be on the July 26 agenda.
- Wilson – asked question about a special Town Meeting on November 15. Mr. Terkanian explained that it was needed to request funding for the renovation of the police station.
- Reinhart – discussed the need for a policy on responding to illness or injury on town property and the need to insure that emergency medical assistance was available for evaluation and possible assistance.
- Reinhart – suggested an assault rifle ban for the Town for new not pre-existing weapons.

Correspondence⁶ and Vacancy⁷ Report

- Wilson talked about the February 28, 2016 DPW list on the status of private roads eligible for plowing.

Minutes [June 14, 2016 and June 21, 2016]

MOTION 216-648: Wilson moved to approve the minutes⁸ of June 14, 2016 as amended. Reinhart seconded and the motion passed 5-0.

MOTION 216-649: Bruinooge moved to approve the minutes⁹ of June 21, 2016. Reinhart seconded and the motion passed 5-0.

Executive session and Adjournment

In open meeting Murphy read the purpose of the executive session: 1. Approval of minutes from prior executive sessions. 2. Determination of which executive session minutes to release and said that the Board will adjourn from the executive session and not return to an open session.

MOTION 216-649: Murphy moved to enter in executive session at 10:03 pm for the above stated reasons and adjourn the public meeting. The motion passed by a roll call vote where each Murphy, Wilson, Reinhart, Houk and Bruinooge said “Aye”.

Respectfully submitted,

Michaela Miteva, Executive Assistant

Public Record Documents:

¹ Amended Traffic Rules and Orders

² 2016 OysterFest request 9(revised June 2016)

³ TA Memo on meeting with CCNS dated June, 2016

⁴ TA memo on divesting funds in nonrenewable energy

⁵ TA Report of June 24, 2016

⁶ Correspondence report of June 14, 2016

⁷ Vacancy report of June 10, 2016

⁸ Draft minutes of May 24, 2016

⁹ Draft minutes of May 31, 2016