



Board of Selectmen

RECEIVED
TOWN OF WELLFLEET

SEP 23 PM 12:35

The Wellfleet Board of Selectmen will hold a public meeting on Tuesday, September 27, 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. Request of Michael Patterson, Manager of Wellfleet Wine & Spirits to transfer and pledge seasonal package store license #134800023 to Patriot Spirits, Inc. dba Liquor 'N More.
 - B. Request to transfer shellfish grant licenses #95-11 and 95-12 from Edwin C Berrio, Jr. and Lisbeth C Berrio to Edwin C Berrio, Jr., Lisbeth C Berrio and Jeffrey Pickard
 - C. Request of Shea Murphy to renew shellfish grant licenses #2000-7 and #2000-7 ext for a ten-year period.
 - D. Request of Berta Bruinooge and Evan Bruinooge to renew shellfish grant license #771 and #771 ext for a ten-year period.
 - E. Request of Jason Lance Weisman to renew shellfish grant license #14-1 for a ten-year period.
- III. **Appointments/Reappointments/Use of Town Property**
 - A. Appointments/Reappointments
 - 1) Brenda Correia to Open Space Committee with term ending June 30, 2017 [1 vacancy]
- IV. **Use of Town Property**
 - 1) Request of Lindsey Kreckler for a wedding ceremony at White Crest beach on June 10, 2017, 2 pm – 6 pm. Event fee due: \$100.
 - 2) Request of Wellfleet Chamber of Commerce to place Welcome to Wellfleet sign on the East Side of Harbor Master Building. Use fee TBD.
- V. **Business**
 - A. Updated draft of the Hazard Mitigation Plan - vote to send it to FEMA and MEMA for approval. [Cape Cod Commission, Police Chief, ATA]
 - B. Update on the Baker Field Recreation Facility Project [Ted Touloukian]
 - C. Cape Cod Commission Update [Paul Niedzwiecki and Jack Yunits]
 - D. Authorization of contract with Sky Freyss-Cole for LCP facilitation [TA]
 - E. Draft FY 2018 Budget Policy and Statement [First Reading]
 - F. Discussion with Mr. Alfred Pickard regarding tree cutting [Pickard]
 - G. Discussion of Ice Bear Project [Austin Brandt, Cape Light Compact & Energy Committee]
 - H. Discussion of Licensing Board under the Charter review
 - I. Request of Russell Swart to rescind the August 23, 2016 vote for a new seasonal All Alcohol restaurant liquor license for ITILDO BBQ, dba Russ & Marie's Marconi Beach.
- VI. **Town Administrator's Report**
- VII. **Topics for Future Agendas**
- VIII. **Correspondence and Vacancy Report**
- IX. **Minutes [September 13, 2016]**
- X. **Adjournment**



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Tuesday, September 27, 2016

II-A

II. PUBLIC HEARING(S)

- A. Request of Michael Patterson, Manager of Wellfleet Wine & Spirits to transfer and pledge seasonal package store license #134800023 to Patriot Spirits, Inc. dba Liquor 'N More.

REQUESTED BY:	Michael Patterson, Manager of Wellfleet Wine & Spirits
DESIRED ACTION:	Transfer and pledge seasonal package store license
PROPOSED MOTION:	I move to approve the request of Michael Patterson, Manager of Wellfleet Wine & Spirits to transfer and pledge seasonal package store license #134800023 to Patriot Spirits, Inc. dba Liquor 'N More.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

TOWN OF WELLFLEET
PUBLIC NOTICE

In accordance with M.G.L. Chapter 138, notice is hereby given that the Wellfleet Board of Selectmen will hold a public hearing on Tuesday September 27, 2016 at 7:05 p.m. in the Wellfleet Council on Aging to consider the following:

- Application received September 15, 201 from Wellfleet Wine & Spirits, Michael J Patterson, Manager, to transfer and pledge seasonal package store license # 134800023 to Patriot Spirits, Inc. dba Liquor 'N More.

WELLFLEET BOARD OF SELECTMEN



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 239 Causeway Street
 Boston, MA 02114
www.mass.gov/abcc

Print Form

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
 MONETARY TRANSMITTAL FORM

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

CHECK PAYABLE TO ABCC OR COMMONWEALTH OF MA: \$200.00

(CHECK MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL)

CHECK NUMBER

IF USED EPAY, CONFIRMATION NUMBER

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

LICENSEE NAME

ADDRESS

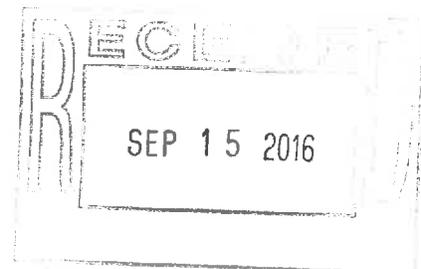
CITY/TOWN STATE ZIP CODE

TRANSACTION TYPE (Please check all relevant transactions):

- Alteration of Licensed Premises
- Change Corporate Name
- Change of License Type
- Change of Location
- Change of Manager
- Other
- Cordials/Liqueurs Permit
- Issuance of Stock
- Management/Operating Agreement
- More than (3) \$15
- New License
- New Officer/Director
- New Stockholder
- Pledge of Stock
- Pledge of License
- Seasonal to Annual
- Transfer of License
- Transfer of Stock
- Wine & Malt to All Alcohol
- 6-Day to 7-Day License

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL FORM ALONG WITH THE CHECK, COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

ALCOHOLIC BEVERAGES CONTROL COMMISSION
 P. O. BOX 3396
 BOSTON, MA 02241-3396





BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Tuesday, September 27, 2016

II-B

II. PUBLIC HEARING(S)

- B. Request to transfer shellfish grant licenses #95-11 and 95-12 from Edwin C Berrio, Jr. and Lisbeth C Berrio to Edwin C Berrio, Jr., Lisbeth C Berrio and Jeffrey Pickard

REQUESTED BY:	Edwin C Berrio, Jr. and Lisbeth C Berrio
DESIRED ACTION:	Approve transfer of shellfish grant lincense
PROPOSED MOTION:	I move to approve the transfer of shellfish grant licenses #95-11 and 95-12 from Edwin C Berrio, Jr. and Lisbeth C Berrio to Edwin C Berrio, Jr., Lisbeth C Berrio and Jeffrey Pickard
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

TOWN OF WELLFLEET
PUBLIC HEARING

In accordance with MGL Chapter 130 Sections 52, 57, 58, 60, and 68 and all applicable Town Shellfish Regulations, notice is hereby given that the Wellfleet Board of Selectmen will hold a public hearing on Tuesday, September 27, 2016 at 7:05 p.m. in the Wellfleet Council on Aging to consider the following:

- Application received August 15, 2016 from Edwin C Berrio, Jr. and Lisbeth C Berrio to transfer shellfish grant licenses # 95-11 and 95-12 from Edwin C Berrio, Jr and Lisbeth C Berrio to Edwin C Berrio, Jr, Lisbeth C Berrio and Jeffrey Pickard.
- Application received August 23, 2016 from Shea Murphy to renew shellfish grant licenses # 2000-7 and 2000-7ext for a ten year period.
- Application received August 29, 2016 from Berta Bruinooge and Evan Bruinooge to renew shellfish grant licenses # 771 and 771ext for a ten year period.
- Application received September 15, 2016 from Jason Lance Weisman to renew shellfish grant license # 14-1 for a five year period.

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

WELLFLEET BOARD OF SELECTMEN

Jeanne Maclauchlan

From: Andrew Koch
Sent: Friday, September 23, 2016 9:49 AM
To: Jeanne Maclauchlan
Subject: RE: public hearing

I recommend all these transfers and renewals

From: Jeanne Maclauchlan
Sent: Friday, September 23, 2016 9:31 AM
To: Andrew Koch <Andrew.Koch@wellfleet-ma.gov>; Chris Manulla <Chris.Manulla@wellfleet-ma.gov>
Subject: public hearing

Andy,
The info is attached

Jeanne Maclauchlan
Principal Clerk
Town of Wellfleet
300 Main Street
Wellfleet, MA 02667
Telephone: (508) 349-0300
Fax: 508 349-0305
jeanne.maclauchlan@wellfleet-ma.gov

APPLICATION FOR TRANSFER OF SHELLFISH GRANT LICENSE

Date: 8/15/16

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

I/We hereby request transfer of Shellfish Grant License # 95-11 and #95-12

From Edwain C Berrio, Jr and Lisbeth C Berrio

To Edwain C Berrio, Jr., Lisbeth C Berrio and Jeffrey Pickard

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

and consisting of 2 acres, as shown on a plan prepared

by Slack Associates and dated 8/21/95

[Signature]
Signature(s)

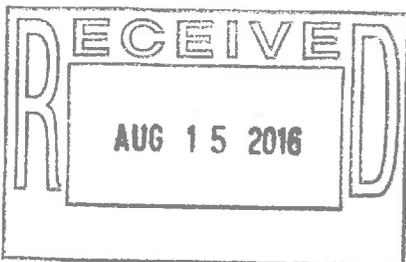
Edwain C Berrio Jr., Lisbeth C Berrio
Name(s)

35 Summit Ave.
Mailing Address

Wellfleet

508 349 2096
Telephone

eberrio@comcast.net
Email





BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Tuesday, September 27, 2016

II-C

II. PUBLIC HEARING(S)

F. Request of Shea Murphy to renew shellfish grant license #2000-7 & 2000-7 ext for a ten-year period.

REQUESTED BY:	Shea Murphy
DESIRED ACTION:	Approve shellfish grant renewal
PROPOSED MOTION:	I move to approve the request of Shea Murphy to renew shellfish grant license #2000-7 and 2000-7 ext for a ten-year period.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

APPLICATION FOR RENEWAL OF SHELLFISH GRANT LICENSE

Date: 8/22/16

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

I/We hereby request renewal of Shellfish Grant License # 2000-7, 2007 Ext, located at

CCB 11 Indian Neck, in Wellfleet MA and consisting of 2 acres,

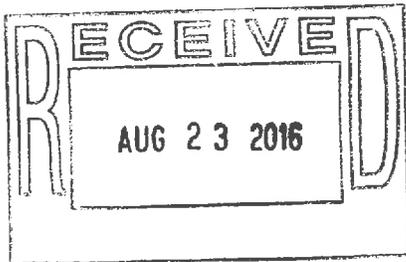
and dated 10/15/17, for a (five) (ten) year period.

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

Shea Murphy
Signature

Shea Murphy
Name

20 Daniels Drive 02667
Mailing Address



774-216-9072
Telephone Number



BOARD OF SELECTMEN

AGENDA ACTION REQUEST

Tuesday, September 27, 2016

II-D

II. PUBLIC HEARING(S)

D. Request of Berta Bruinooge and Evan Bruinooge to renew shellfish grant license #771 and #771 ext for a ten-year period.

REQUESTED BY:	Berta Bruinooge and Evan Bruinooge
DESIRED ACTION:	Approve shellfish grant renewal
PROPOSED MOTION:	I move to approve the Request of Berta Bruinooge and Evan Bruinooge to renew shellfish grant license #771 and #771 ext for a ten-year period.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

APPLICATION FOR RENEWAL OF SHELLFISH GRANT LICENSE

Date: Aug. 26, 2016

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

I/We hereby request renewal of Shellfish Grant License # 771 ^{and} 771 ext., located at

Hoagy Bay, in Wellfleet MA and consisting of 2 1/2 +/- acres,

and dated Sept. 19, 1977, for a (five) (ten) year period.

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

Evan Bruinooge

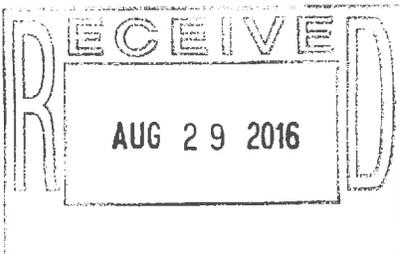
Berta Bruinooge
Signature

Evan Bruinooge

Berta Bruinooge
Name

P.O. Box 294
Mailing Address

So. Wellfleet, MA 02663



508-349-6080
Telephone Number



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Tuesday, September 27, 2016

II-E

II. PUBLIC HEARING(S)

E. Request of Jason Lance Weisman to renew shellfish grant license #14-1 for a ten-year period.

REQUESTED BY:	Jason Lance Weisman
DESIRED ACTION:	Approve shellfish grant renewal
PROPOSED MOTION:	I move to approve the request of Jason Lance Weisman to renew shellfish grant license #14-1 for a ten-year period.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

APPLICATION FOR RENEWAL OF SHELLFISH GRANT LICENSE

Date: 9/9/2016

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

I/We hereby request renewal of Shellfish Grant License # 14-1, located at
OLD WHARF, LONGY BAY, in Wellfleet MA and consisting of 1.75 acres,
and dated 1/13/2015, for a (five) (ten) year period.

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


Signature

JASON LANCE WEISMAN
Name

P.O. BOX #75
Mailing Address

SOUTH WELFLEET, MA 02663

774-722-4699
Telephone Number



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Tuesday, September 27, 2016

III-1

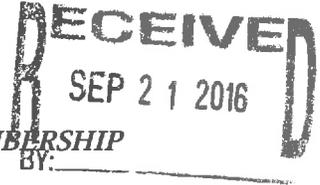
III. APPOINTMENTS/REAPPOINTMENTS

- 1) Brenda Correia to Open Space Committee with term ending June 30, 2017 [1 vacancy]

REQUESTED BY:	Brenda Correia
DESIRED ACTION:	Fill a vacancy on the Open Space Committee
PROPOSED MOTION:	I move to appoint Brenda Correia to the Open Space Committee with term ending June 30, 2017.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



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 BRENDA CORREIA Date 9/21/16

Mailing Address 70 EAST COMMERCIAL ST
Wellfleet, MA 02667

Phone (Home) 508-246-5486 (cell) _____

E-mail bren.correia@gmail.com

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

interest in CONSERVATION / PRESERVATION
KEEPING CHARACTER OF THE TOWN

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

BFA MFA MLIS

□ Committees/Boards of Interest: 1) PERSONNEL
2) OPEN SPACE
3) _____



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Tuesday, September 27, 2016

IV-A

IV. USE OF TOWN PROPERTY

- A. Request of Lindsey Kreckler for a wedding at White Crest beach on June 10, 2017, 2 pm – 6 pm. Event fee due: \$100.

REQUESTED BY:	Lindsey Kreckler
DESIRED ACTION:	Approval of use of White Crest beach and parking lot for a wedding ceremony on June 10, 2014, 2 pm – 6 pm.
PROPOSED MOTION:	I move to approve the request of Lindsey Kreckler for a wedding ceremony at White Crest beach on June 10, 2017, 2 pm – 6 pm. Event fee due: \$100.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

TOWN OF WELLFLEET
APPLICATION FOR PERMIT TO USE TOWN OWNED PROPERTY

Applicant Lindsey Kreckler

Affiliation or Group Kreckler-Sutton Wedding

Telephone Number (774) 955-2005

Mailing Address 25 West Street, Unit B

West Bridgewater, MA 02379

Town Property to be used (include specific area) White Crest Beach parking lot: front lot, closest to beach, on right side (facing ocean), for ceremony, with parking in back lot

Date(s) and hours of use: June 10, ~~2016~~ 2017, 2:00 - 6:00 pm

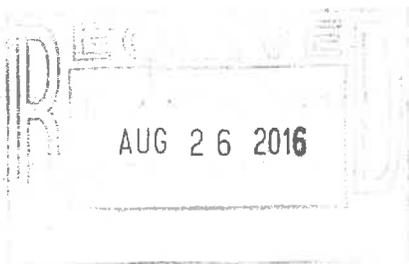
Describe activity including purpose, number of persons involved, equipment to be used, parking arrangements, food/beverage service, etc. Also please indicate if fees will be charged by applicant.

25-30 people will gather for a wedding ceremony for 2 former beach guards who first became friends working at White Crest. There will be no charges ~~or admission~~ of fees for attendees, no food or beverage service. We would like to set up chairs and some type of arch/altar for the ceremony, and we would like to play recorded music. Guests will need to park in the back lot (15-20 cars).

Action by the Board of Selectmen:

_____ Approved with the following condition(s): _____

_____ Disapproved for following reason(s): _____



Processing Fee: 50.00 - paid

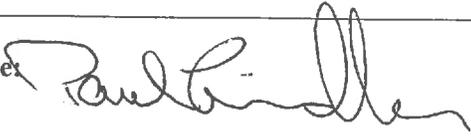
Fee: _____

(over)

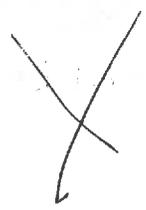
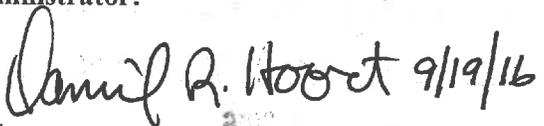
APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

Health/Cons. Agent Signature:  Comments/Conditions: OK Permits/Inspections needed:	Inspector of Buildings Signature:  Comments/Conditions: OK Permits/Inspections needed:
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Police Dept. Signature:  Comments/Conditions: OK	Fire Dept. Signature:  Comments/Conditions: OK
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DPW Signature:  Comments/Conditions: 9/6/16 OK	Beach Dept. Signature:  Comments/Conditions:  Happy to sign this!
--	--

Shellfish Constable Signature:  Comments/Conditions:	Harbormaster Signature:  Comments/Conditions:
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Recreation Dept. Signature:  Comments/Conditions:	Town Administrator:  Comments: Daniel R. Hoober 9/19/16
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BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Tuesday, September 27, 2016

IV-B

IV. USE OF TOWN PROPERTY

B. Request of Wellfleet Chamber of Commerce to place Welcome to Wellfleet sign on the East Side of Harbor Master Building. Use fee TBD.

REQUESTED BY:	Wellfleet Chamber of Commerce
DESIRED ACTION:	Approval of sign to be placed on the Harbormaster's building
PROPOSED MOTION:	I move to approve the request of Wellfleet Chamber of Commerce to place Welcome to Wellfleet sign on the East Side of Harbor Master Building. Use fee _____.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

To: Town of Wellfleet
From: Wellfleet Chamber of Commerce
Re: Harbor Welcome Sign
Date: September 1, 2016

On behalf of the Wellfleet Chamber of Commerce we request your assistance with the placement of the Harbor Welcoming Sign.

Two years ago the Chamber Director at that time met with the Town Manager, the Chair of Selectmen and the Harbormaster about the placement of the above mentioned sign. It was agreed by all present that the sign would be put in place around the gas dock area at the pier. At that time no mention was made by any of the town Officials that this sign was in violation of any codes.

Once the sign was put in place it became apparent that the sign was much too big for the location, the sign blocked the view of the Harbor and in addition the sign did not have the proper permit. The sign was removed and has been stored in the basement of the Police Station. with the pending construction of the Police Station the sign needs to be removed from the station.

The sum of \$10,000 was spent on this sign by the Town and the Chamber. The Chamber would like to work with the Town to find a solution that would enable the sign to provide useful information without harming views and in keeping with the aesthetic nature of the Harbor.

An area on the back wall of the Harbormaster's Office has been identified as a possible location for the sign. This area would not obstruct any views.

The intent of this sign was to be of benefit to the Town. The sign provides maps of the Town and the Harbor, a Bulletin Board for Town events, and an area for Chamber Brochures. This was meant to be a positive addition and it turned into a negative situation. At this point we would like to request that we all work together to find a solution to be of the best benefit to Wellfleet.

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

Applicant WELFLEET CHAMBER OF COMMERCE Affiliation or Group IN CONJUNCTION W/ TOWN OF WELFLEET

Telephone Number 508-349-2510 Mailing Address PO Box 571

Email address INFO@WELFLEETCHAMBER.COM WELFLEET, MA 02667

Town Property to be used (include specific area) WELCOME TO WELFLEET INFORMATIONAL SIGN TO GO ON EAST SIDE OF HARBOR MASTER BUILDING

Date(s) and hours of use: FROM WHEN GET APPROVAL UNTIL NEW HARBOR MASTER BUILDING BUILT

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.

WILL BE CARRIED TO HARBOR BY DPW + INSTALLED WITH HELP OF HARBOR MASTER

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

DPW HARBOR MASTER STAFF

NOTE: WELFLEET CHAMBER OF COMMERCE INC IS A 501(C)(6) NOT PROFIT ORGANIZATION.

NOTE TO APPLICANTS: All applications must be accompanied by a non refundable \$50.00 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: \$50.00 paid on 9/9/16

Fee: _____

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

Health/Conservation Agent: Comments/Conditions: Permits/Inspections needed:	Inspector of Buildings: RGS 9-7-16 Comments/Conditions: Permits/Inspections needed: None See MATTHEW V. NEEDHAM, 764
--	--

Police Department: Comments/Conditions:	Fire Department: Comments/Conditions:
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DPW: Paul Ridley Comments/Conditions OK 9/14/16 What date is sign going to be moved?	Community Services Director: Comments/Conditions:
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Harbormaster: * Michael D'Angelo Comments/Conditions	Shellfish: Comments/Conditions
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Recreation: Comments/Conditions	Town Administrator: * Daniel R. Hoost 9/19/16 Comments/Conditions
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Welcome to Wellfleet

16' 1.25"

8' 7.5"



Aluminum Panels w/ 1" Solid Aluminum Tubing
 5/16 Carriage Bolts through Frame into 1 1/2 Aluminum Angle Bolts
 4x6 Columns installed with 1/2 x 12" Carriage Bolts
 4x6 Columns mounted through Guard Rail with was re-secured

Brennersigns.com
 Brennerawnings.com
 Office 508-747-3465

66 Federal Furnace Rd.
 Plymouth, MA

All Rights Reserved

All artwork/concepts are the sole property of Brenner Signs & Awnings LLC. unless otherwise stated. Artwork may be released to a client for a fee, which may vary. We do not assume responsibility for copyrighted material. We assume all of clients have respective permission.

DATE: August 28, 2014



7.8.1 No sign shall be erected or altered without a permit granted by the building Inspector, except that signs authorized by Sections 7.2.1, 7.2.2, 7.2.3, 7.2.4 and 7.2.5 may be erected without a sign permit.

* (Attorney General approval with the understanding that signs containing non-commercial messages may be displayed without the requirement of obtaining any form of permit. See Matthews v. Needham, 764 F.2d 58 (1985)) *

SECTION VIII ADMINISTRATION

8.1 ENFORCEMENT

- This By-law shall be enforced by the Board of Selectmen or by an Inspector of Buildings appointed by it.

8.2 PERMITS REQUIRED

- No building shall be built, altered or moved and no use of land or building shall be begun or changed without a permit having been issued. No building shall be occupied until application for permits shall be accompanied by a plan showing the lot, the area, and the building location on said lot with reference to front, side and rear lot lines.

8.2.1 Construction or operations under a building or special permit shall conform to any subsequent amendment of this by-law unless the use or construction is commenced within a period of not less than six months after the issuance of the permit, and in cases involving construction, unless such construction is continued through to completion as continuously and expeditiously as is reasonable.

8.2.2 Non-complying, nonconforming structures 10 years or older. Non-complying nonconforming structures which are 10 years or older and which are provided protections under MGL c.40A, §7 are entitled to treatment as lawfully pre-existing non-conforming structures as provided in this Bylaw.

* 8.3 PENALTY

- Any person violating any of the provisions of this By-law may be fined not more than \$50.00 for each offense. Each day that such violation continues shall constitute a separate offense.

8.4 BOARD OF APPEALS

- There is hereby established a Board of Appeals of five members and four associate members to be appointed by the Selectmen, as provided in Chapter 40A of the General Laws, which shall act on all matters within its jurisdiction under this By-law in the manner prescribed in Chapter 40A of the General Laws. The Board of Appeals shall have the following powers:



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/06/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

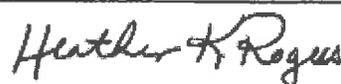
PRODUCER Benson Young & Downs Ins 15 Briar Lane P O Box 717 Wellfleet MA 02667-0717	CONTACT NAME: Heather Rogers PHONE (A/C, No, Ext): (508) 349-5886 E-MAIL ADDRESS: heatherrogers@byandd.com	FAX (A/C, No): (508) 349-7894
	INSURER(S) AFFORDING COVERAGE	
INSURED Wellfleet Chamber of Commerce, Inc PO Box 571 Wellfleet MA 02667-	INSURER A: Hartford Ins Co of the Midwest	NAIC # 37478
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			08SBAPK3062	09/22/2015	09/22/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	08WECKH3920	05/09/2016	05/09/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Chamber of Commerce - Tourism Informational Services

CERTIFICATE HOLDER Town of Wellfleet 300 Main Street Wellfleet MA 02667-	CANCELLATION AI 074959 SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	---

« up

764 F.2d 58

Daniel MATTHEWS and Philip Lindsay, Plaintiffs, Appellees,

v.

TOWN OF NEEDHAM, et al., Defendants, Appellants.

*No. 84-2051.***United States Court of Appeals,
First Circuit.***Argued April 2, 1985.**Decided June 17, 1985.*

Douglas A. Randall, Quincy, for defendants, appellants.

Carolyn Grace, Boston, with whom Catherine McEniry, Cambridge, Shapiro & Grace and Marjorie Heins, Massachusetts Civil Liberties Union, Boston, were on brief for plaintiffs, appellees.

Before BREYER, Circuit Judge, ROSENN,* Senior Circuit Judge, and TORRUELLA, Circuit Judge.
ROSENN, Circuit Judge.

1 The plaintiffs in this case challenge the constitutionality of a town bylaw that prohibits the posting of most outdoor signs, including political signs. The United States District Court for the District of Massachusetts held that the bylaw violates the first amendment guarantee of freedom of speech and is unconstitutional on its face because it gives commercial speech more protection than noncommercial speech. Under the circumstances present here, we agree and affirm.

I.

2 The Town of Needham enacted a sign bylaw to prohibit virtually all off-premise outdoor signs. Excepted, however, are those outdoor signs "pertaining exclusively to the premises on which they are located or to the products, accommodations, services or activities on the premises." Needham Sign Bylaw Sec. 4-3. Section 5 of the bylaw lists signs that are permitted in Needham. Included in this section are signs denoting the name and/or profession of the owner or occupant of the building, temporary signs erected for a charitable cause, temporary signs relating to the sale, rental or lease of the premises or stating the name and address of the parties involved in construction on the premises, and one bulletin board for and on the premises of a public, charitable, or religious institution. Id. Sec. 5-1. See appendix A attached hereto. Signs not expressly allowed are prohibited.¹

« up Plaintiffs, Daniel Matthews and Philip Lindsay, seek to post temporary 28" X 22" political signs on their houses and lawns. Political signs are not listed among the exceptions noted in the bylaw and are therefore prohibited. Consequently, the plaintiffs filed suit seeking declaratory and injunctive relief against the defendants, primarily on the ground that the sign bylaw violates their first amendment right to freedom of speech. In particular, the plaintiffs sought an injunction restraining the defendants from enforcing the bylaw with regard to the posting of political signs. The plaintiffs also sought a declaration that the bylaw is unconstitutional on its face, and as applied to them.

4 The parties agree that there are no material facts at issue. Plaintiffs moved for summary judgment and, after holding a hearing, the district court granted the plaintiffs' motion, holding that the bylaw violates the plaintiffs' first amendment right to freedom of speech and is unconstitutional on its face. See *Matthews v. Town of Needham*, 596 F.Supp. 932, 935 (D.Mass.1984). The court subsequently issued an order declaring the bylaw unconstitutional and enjoining the defendants from enforcing the bylaw with respect to the posting of political signs. The defendants, after an unsuccessful attempt to have the order amended to their satisfaction, appealed.

II.

5 The Supreme Court has held that "above all else, the First Amendment means that government has no power to restrict expression because of its message, its ideas, its subject matter, or its content." *Police Department of Chicago v. Mosley*, 408 U.S. 92, 95, 92 S.Ct. 2286, 2289, 33 L.Ed.2d 212 (1972) (emphasis added). A restriction, however, on the "time, place, and manner" of speech is permissible if it advances a significant governmental interest, is justified without reference to the content of the speech, and leaves open "ample alternative channels for communication of the information." See *Virginia State Board of Pharmacy v. Virginia Consumer Council, Inc.*, 425 U.S. 748, 771, 96 S.Ct. 1817, 1830, 48 L.Ed.2d 346 (1976); *Metromedia v. City of San Diego*, 453 U.S. 490, 516, 101 S.Ct. 2882, 2897, 69 L.Ed.2d 800 (1981). The defendants contend that the restriction contained in the bylaw at issue in the instant case is of this latter type. A review of the facts and the law negates this contention.

6 No political signs are allowed in any district in the Town of Needham; yet such signs as "For Sale" signs, professional office signs, contractors' advertisements, and signs erected for charitable or religious causes are allowed in all districts. Furthermore, in business and manufacturing zones, large commercial advertising signs are permitted which pertain to products, accommodations, services, or activities on the premises on which they are located, but no political signs are permitted. See *Needham Sign Bylaw Secs. 4-3, 5-3, 6(g) & (h)*. Thus, it appears that the bylaw is concerned with the content, as opposed to the time, place, or manner, of the speech. As noted by the Supreme Court in *Metromedia*:

7 [W]e reject appellees' suggestion that the ordinance may be appropriately characterized as a reasonable "time, place, and manner" restriction. The ordinance does not generally ban billboard advertising as an unacceptable "manner" of communicating information or ideas; rather, it permits various kinds of signs. Signs that are banned are banned everywhere and at all times.

8 453 U.S. at 515-16, 101 S.Ct. at 2896-97. The instant bylaw, then, cannot legitimately be seen as a "time, place, and manner" restriction. Rather, it is more properly viewed as discriminating on the basis of content.

9 The defendants respond by asserting that the bylaw does not discriminate on the basis of "content," but rather on the basis of "function." This argument is unpersuasive. The "function" of any sign is to communicate the information written on it. The defendants' preference for the "functions" of certain signs over those of other (e.g., political) signs is really nothing more than a preference based on content. Cf. *Linmark Associates, Inc. v. Township of Willingboro*, 431 U.S. 85, 97 S.Ct. 1614, 52 L.Ed.2d 155 (1977) (striking down an ordinance prohibiting the posting of "For Sale" and "Sold" signs on the ground that it violated the first amendment by impermissibly regulating signs on the basis of content).

« up Of course, the government is not utterly without power to regulate content. Despite the strong wording in *Mosley*, see *supra*, there can be no argument that the right to free expression "is subject to some qualifications." *Mosley*, 408 U.S. at 103, 92 S.Ct. at 2294 (Burger, C.J., concurring); see also *L. Tribe, American Constitutional Law Sec. 12-2*, at 581-82 (1978). For example, speech may potentially be suppressed if it poses a "clear and present danger," see *Schenck v. United States*, 249 U.S. 47, 52, 39 S.Ct. 247, 249, 63 L.Ed. 470 (1919), constitutes a defamatory falsehood, see *Gertz v. Robert Welch, Inc.*, 418 U.S. 323, 347, 94 S.Ct. 2997, 3010, 41 L.Ed.2d 789 (1974), or rises to the level of "fighting words," see *Chaplinsky v. New Hampshire*, 315 U.S. 568, 572, 62 S.Ct. 766, 769, 86 L.Ed. 1031 (1942). Furthermore, a restriction on otherwise protected commercial speech is valid if it seeks to implement a substantial government interest, directly advances that interest, and reaches no further than necessary to accomplish the given objective. See *Metromedia*, 453 U.S. at 507, 101 S.Ct. at 2892; *Central Hudson Gas & Electric Corp. v. Public Service Commission*, 447 U.S. 557, 563-66, 100 S.Ct. 2343, 2350, 65 L.Ed.2d 341 (1980). Still, if the government seeks to regulate speech on the basis of content, it must, of course, meet a much more exacting standard than would be the case if only time, place, or manner were implicated. Essentially, it is necessary for the government to prove that the regulated speech "falls on the unprotected side of one of the lines the Court has drawn to distinguish those expressive acts privileged by the first amendment from those open to government regulation with only minimal due process scrutiny." *L. Tribe, supra*, Sec. 12-2, at 582.

11 In the instant case, the defendants have failed to establish that the bylaw's regulation of content is permissible. Here, we are concerned with political speech--a form of speech generally accorded great protection. See *Members of the City Council of Los Angeles v. Taxpayers for Vincent*, --- U.S. ----, 104 S.Ct. 2118, 2135, 80 L.Ed.2d 772 (1984) (stating that "political speech is entitled to the fullest possible measure of constitutional protection"). Despite the preeminent status given to political speech and the lack of any reason (e.g., clear and present danger) to suppress it here, the bylaw in question suppresses this form of speech as well as almost all other noncommercial speech. This is particularly surprising inasmuch as the bylaw permits several forms of commercial speech--speech consistently given less protection than noncommercial speech. See generally *Metromedia*, 453 U.S. at 513, 101 S.Ct. at 2895 ("[O]ur recent commercial speech cases have consistently accorded noncommercial speech a greater degree of protection than commercial speech."). By giving more protection to commercial than to noncommercial speech, the bylaw inverts a well-established constitutional principle. The Supreme Court has examined this very situation and declared that such a law is unconstitutional on its face. See *Metromedia*, 453 U.S. at 512-13, 521, 101 S.Ct. at 2894-95, 2899. The bylaw here, then, cannot stand.

12 The defendants, in arguing that the bylaw is constitutional, rely heavily on the Supreme Court's recent decision in *Members of the City Council of Los Angeles v. Taxpayers for Vincent*, --- U.S. ----, 104 S.Ct. 2118, 80 L.Ed.2d 772 (1984). This reliance is misplaced. In *Vincent*, the Court upheld a municipal ordinance prohibiting the posting of any signs on public property. The Court concluded that the ordinance was a valid "time, place, and manner" restriction.

13 *Vincent* is distinguishable from this case in two important respects. First, *Vincent* involved a law that prohibited the posting of all signs, regardless of content. The *Needham* bylaw, on the other hand, is not content-neutral for it permits certain types of speech but prohibits others. We discussed the implications of this content-based discrimination earlier. Second, the ordinance in *Vincent* was limited to the restraint of signs on public property, whereas the bylaw in the instant case touches on private property. The *Vincent* Court suggested that the special nature of private property may justify a greater degree of first amendment protection when it concluded that the failure to extend the ordinance to private as well as public property did not invalidate the law. The Court stated: "[T]he validity of the esthetic interest in the elimination of signs on public property is not compromised by failing to extend the ban to private property. The private citizen's interest in controlling the use of his own property justifies the disparate treatment." *Id.* 104 S.Ct. at 2132. The *Vincent* case, then, is clearly distinguishable from the case under consideration. Thus, *Vincent* does not alter our conclusion that the bylaw here is unconstitutional.

« up Accordingly, the judgment of the district court is affirmed.

APPENDIX A

Section 5.1 states in pertinent part:

15 All Districts. The following signs are allowed in all zoning districts:

16 a) One sign, either attached or free-standing, indicating only the name and/or profession of the owner or occupant, and the street number, not to exceed two square feet in area. Requires no sign permit unless indicating a profession.

17 b) An off-premises directional sign....

18 c) Temporary signs of not more than twelve sq. ft. area, erected for a charitable or religious cause.

19 d)(i) A temporary unlighted real estate sign not larger than eight square feet in area, advertising the sale, rental, or lease of the premises or subdivision on which it is erected requires a permit and payment of a uniform fee to be determined by the Sign Committee whenever the sign is to be displayed on the premises of the property being offered as stated above by the owner. Real Estate brokers or agents shall obtain a one-year permit for displaying such signs and shall be subject to a uniform fee to be assessed annually in an amount to be determined by the Sign Committee.

20 (ii) A temporary unlighted sign not larger than twenty-five square feet indicating the name and the address of the parties involved in construction on the premises. Requires no sign permit.

21 (iii) For a development of six or more lots or dwelling units, a real estate sign not larger than twenty-five square feet at each visible street entrance to the development from a prior existing way.

22 e) One bulletin board for and on the premises of a public, charitable, or religious institution....

* Of the Third Circuit, sitting by designation

¹ Sections 3.2 and 5.1 of the Needham Sign Bylaw are the sections of the bylaw most pertinent to this litigation. Section 3.2 states in pertinent part: Permits. No sign shall be erected ... without a sign permit issued by the Building Inspector following authorization by the Sign Committee, unless specifically exempted from this requirement in Section 5. Permits shall only be authorized for signs in conformance with this Bylaw....





BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Tuesday, September 27, 2016

V-A

V. BUSINESS

- A. Updated draft of the Hazard Mitigation Plan - vote to send it to FEMA and MEMA for approval.
B.

REQUESTED BY:	Cape Cod Commission, Police Chief and ATA
DESIRED ACTION:	Send Hazard Mitigation Plan to FEMA & MEMA for approval
PROPOSED MOTION:	I move to approve sending the draft of the Hazard Mitigation Plan to FEMA and MEMA for approval.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



TOWN OF WELLFLEET

300 MAIN STREET WELLFLEET MASSACHUSETTS 02667

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

www.wellfleetma.org

MEMORANDUM

TO: BOARD OF SELECTMEN
FROM: ASSISTANT TOWN ADMINISTRATOR
SUBJECT: HAZARD MITIGATION PLAN
DATE: 9/22/2016
CC: TOWN ADMINISTRATOR

Town staff and Cally Harper, Planner with the Cape Cod Commission have updated the draft to incorporate the comments of Ms. Wilson and the other Board of Selectmen members.

This draft plan is being presented for your authorization to send to the Federal Emergency Management Agency (FEMA) for their review and approval. When the 2016 Wellfleet Hazard Plan Update is approved by FEMA and then officially adopted by the Board of Selectman at a future meeting, the town becomes eligible to receive funding from FEMA's Hazard Mitigation Assistance (HMA) program, which includes the following programs:

Hazard Mitigation Grant Program (HMGP): assists in implementing long-term, "forward thinking" hazard mitigation measures following a major disaster

Pre-Disaster Mitigation (PDM): provides funds for hazard mitigation planning and projects on an annual basis

Flood Mitigation Assistance (FMA): provides funds for projects to reduce or eliminate risk of flood damage to buildings that are insured under the National Flood Insurance Program (NFIP) on an annual basis.

Proposed Motion:

To authorize the submission of the draft Hazard Mitigation Plan to the Federal Emergency Management Agency for review and approval.

Page #	Chapter #	Change Made
13	1	Added September 13th BOS meeting as another potential date for public comments to be received
14, 15	1	Added comments from August 23rd meeting from Helen Miranda Wilson (Wellfleet BOS) and comments from Lauren McKean (CCNS). Described their comments and then identified how those comments were incorporated into the plan
19	1	Added the following report to the list of local documents that are incorporated into the 2016 Hazard Mitigation Plan: "Adaptation Strategies to Address the Potential Impacts of Climate Change and Variability on Shellfish Resources in Wellfleet Harbor"
23	2	Added "nuclear explosions" to the summary of Chapter 2
31	2	Added more information on erosion rates
42	2	Added that the CCNS does prescribed burns in the CCNS in Wellfleet
90	2	Added information from the 2015 report titled "Adaptation Strategies to Address the Potential Impacts of Climate Change and Variability on Shellfish Resources in Wellfleet Harbor" to the Impacts section of the Sea Level Rise Profile.
91	2	Added information from the 2015 report titled "Adaptation Strategies to Address the Potential Impacts of Climate Change and Variability on Shellfish Resources in Wellfleet Harbor" to the Flooding and Sever Weather section of the Climate Change Profile.
95	2	Added an Appendix to Chapter 2 with the Executive Summary for the 2015 report titled "Potential impacts of climate change and variability on shellfish resources" prepared by the Working Group on climate change impacts on shellfishing in Wellfleet Harbor
99	3	Added 2 more beach landings to the Base Map of Wellfleet
102, 103	3	Added information on Shellfish Resources and Wellfleet Harbor with a map of the Harbor
146	5	Added language into Mitigation Action #24 so that shellfish infrastructure could be included in this action item
147	5	Added Mitigation Action #25 on dredge planning and permitting
168	App	Added a meeting sign - in sheet
195-197	App	Added the Executive Summary for the 2015 report titled "Potential impacts of climate change and variability on shellfish resources" prepared by the Working Group on climate change impacts on shellfishing in Wellfleet Harbor



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Tuesday, September 27, 2016

V-B

V. BUSINESS

B. Update on the Baker Field Recreation Facility Project

REQUESTED BY:	Community Services Director, Recreation Director & ATA
DESIRED ACTION:	Update the Board on the Baker Field Recreation Project
PROPOSED	N/A
MOTION:	
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s): _____
VOTED:	Yea _____ Nay _____ Abstain _____



TOWN OF WELLFLEET

300 MAIN STREET WELLFLEET MASSACHUSETTS 02667
Tel (508) 349-0300 Fax (508) 349-0305
www.wellfleetma.org

MEMORANDUM

TO: BOARD OF SELECTMEN
FROM: ASSISTANT TOWN ADMINISTRATOR
SUBJECT: BAKER FIELD REDEVELOPMENT PROJECT
DATE: 9/23/2016
CC: TOWN ADMINISTRATOR

The firm Touloukian Touloukian, Inc., was hired to work with Town staff to examine the Baker Field site and to generate design plans and concepts for the Board of Selectmen to review and comment on. Mr. Ted Touloukian will be presenting the current status of the design process and where we are currently at along with the various options and possible ways forward.

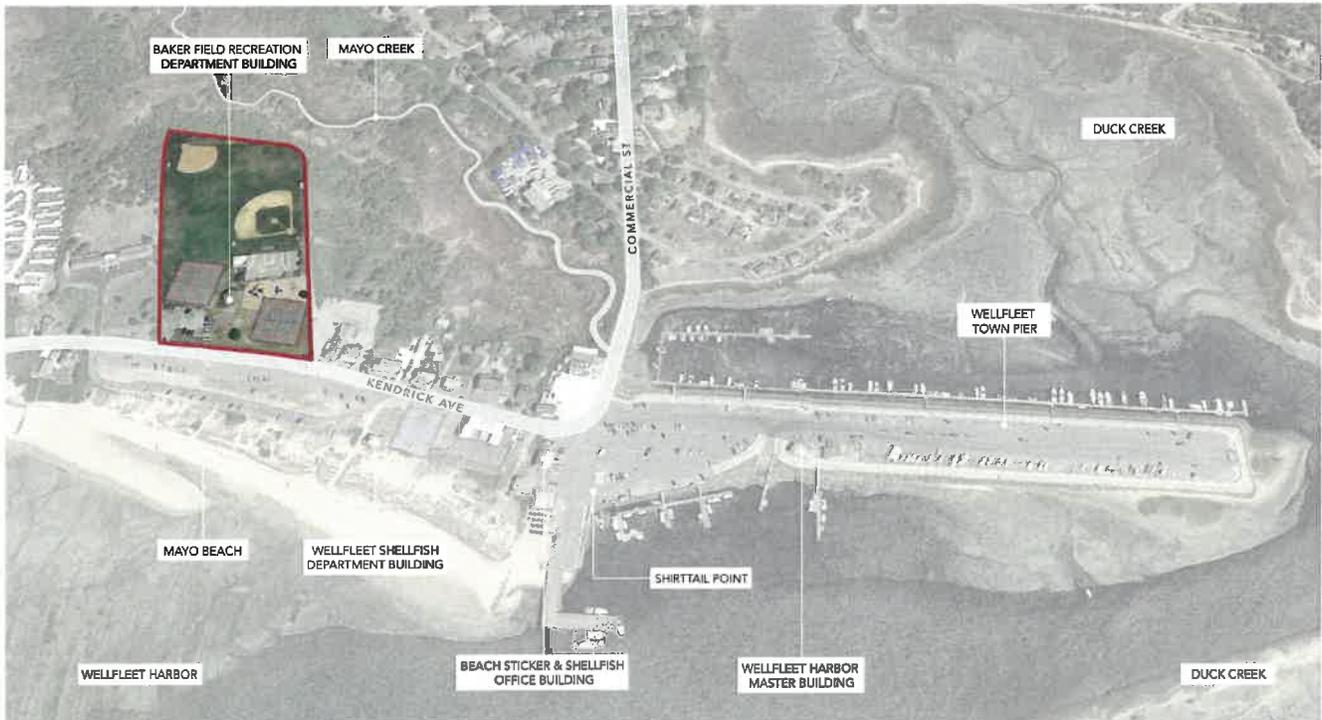
The project team needs direction from the Board of Selectmen about how they would like to move forward with this project based on all the available information that will be presented to you.

Here is some funding history about this project:
Restroom construction was funded through ATM 2013: \$324,000
Design, permitting and preparation of construction docs for restrooms ATM 2013: \$60,000

Town of Wellfleet, MA — Baker Field Restrooms and Recreation Building

27 September 2016

Existing Aerial Site Photo



PROGRAMMATIC REQUIREMENTS

BATHROOM BUILDING - 3 SEASONS

- *4 female toilets
- *2 male toilets
- *2 urinals
- *2 men hand-washing sinks
- *2 women hand-washing sinks
- *1 janitor sink
- *2 small changing areas

RECREATION BUILDING - 3 SEASONS

- *1 ticket booth area
- *1 large open office space (5-6 people)
- *1 small conversation space (4 people)
- *1 conference / great room (20 children, 4 staff)
- *increased storage (off-site)
- *deck / stage

SITE IMPROVEMENTS

- *renovated parking area
- *accessible parking
- *accessible path from parking to buildings, tennis courts, and play area
- *picnic area at skatepark

ADDITIONAL OPPORTUNITIES

- *outdoor seating
- *planting beds
- *small group outdoor areas
- *deck overlook

SEWAGE DISPOSAL OPTIONS

OPTIONS - FOR PRICING

OPTION A : TIGHT TANK

OPTION B: COMPOSTING TOILETS + GREY WATER TIGHT TANK SYSTEM

ADDITIONAL OPTIONS - NOT FOR PRICING

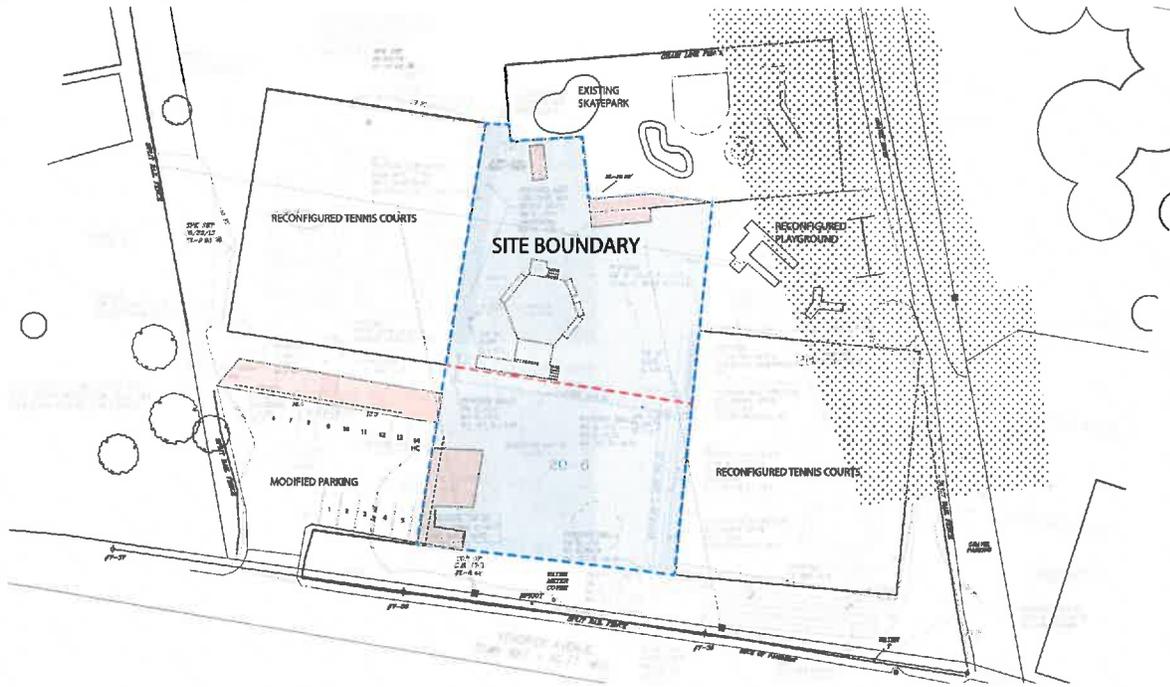
OPTION C: TITLE 5 SYSTEM IN MAYO BEACH PARKING LOT

OPTION D: PUMP TO MARINA SEWAGE DISPOSAL SYSTEM

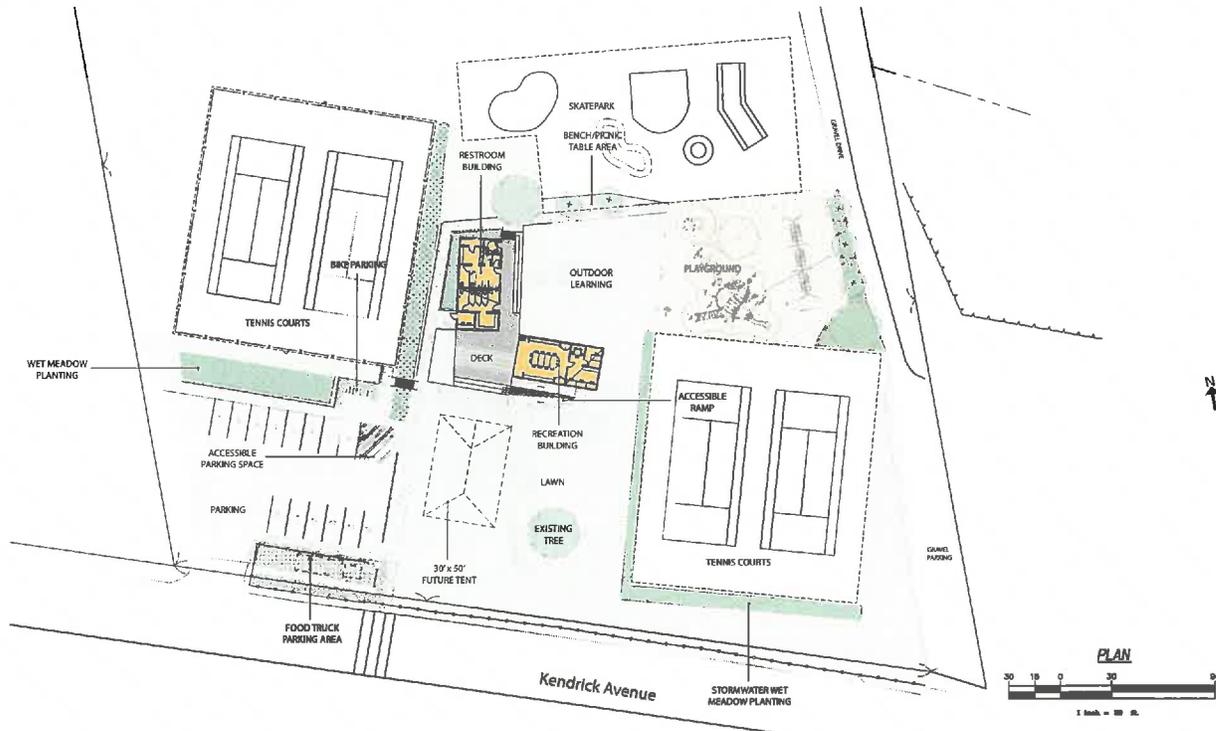
OPTION E: SHELTER FOR PORTABLE TOILETS



Proposed Site Modifications



Proposed Landscape Plan (Option A & B)



FIRM - Flood Insurance Rate Map



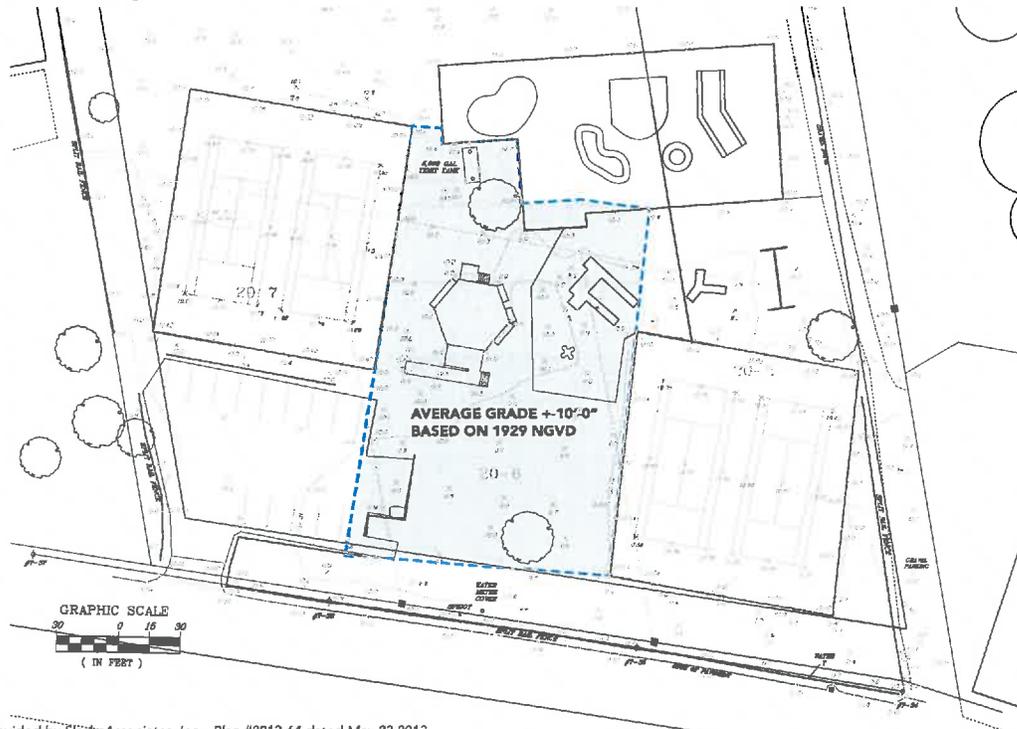
**BAKER FIELD
ELEVATION +-14'-0"
BASED ON 1929 NGVD**

LEGEND

- SPECIAL FLOOD HAZARD AREAS (SFHAs) SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD**
The 1% annual chance flood (100-year flood), also known as the base flood, is the flood that has a 1% chance of being equaled or exceeded in any given year. The Special Flood Hazard Area is the area subject to flooding by the 1% annual chance flood. Areas of Special Flood Hazard include Zones A, AE, AH, AO, AV, VE, and V. The Base Flood Elevation is the water-surface elevation of the 1% annual chance flood.
- ZONE A** No Base Flood Elevations determined.
- ZONE AE** Base Flood Elevations determined.
- ZONE AH** Flood depths of 1 to 3 feet (usually areas of ponding); Base Flood Elevations determined.
- ZONE AO** Flood depths of 1 to 3 feet (usually sheet flow on sloping terrain); average depths determined; for areas of substantial flooding, velocities also determined.
- ZONE AR** Special Flood Hazard Areas formerly protected from the 1% annual chance flood by a flood control system that was subsequently deactivated. Zone AR indicates that the former flood control system is being restored to provide protection from the 1% annual chance or greater flood.
- ZONE AVP** Area to be protected from 1% annual chance flood by a Federal flood protection system under construction; no Base Flood Elevations determined.
- ZONE V** Coastal flood zone with velocity hazard (wave action); no Base Flood Elevations determined.
- ZONE VE** Coastal flood zone with velocity hazard (wave action); Base Flood Elevations determined.
- FLOODWAY AREAS IN ZONE AE**
The floodway is the channel of a stream plus any adjacent floodplain areas that must be kept free of encroachment so that the 1% annual chance flood can be carried without substantial increases in flood heights.
- OTHER FLOOD AREAS**
- ZONE X** Areas of 0.2% annual chance flood; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 1% annual chance flood.
- OTHER AREAS**
- ZONE D** Areas determined to be outside the 0.2% annual chance floodplain.
- ZONE B** Areas in which flood hazards are undetermined, but possible.
- COASTAL BARRIER RESOURCES SYSTEM (CBRS) AREAS**
- OTHERWISE PROTECTED AREAS (OPAs)**
CBRS areas and OPAs are normally located within or adjacent to Special Flood Hazard Areas.
- 1% Annual Chance Floodplain Boundary
- 0.2% Annual Chance Floodplain Boundary
- Floodway boundary
- Zone D boundary
- CBRS and OPAs boundary
- Boundary showing Special Flood Hazard Area Zones and boundary dividing Special Flood Hazard Areas of different Base Flood Elevation, flood depths, or flood velocities.
- Limit of Moderate Wave Action
- Limit of Moderate Wave Action coincident with Zone B area
- Base Flood Elevation line and value; elevation in feet*
(EL 967)
- Base Flood Elevation value where uniform within zone; elevation in feet*



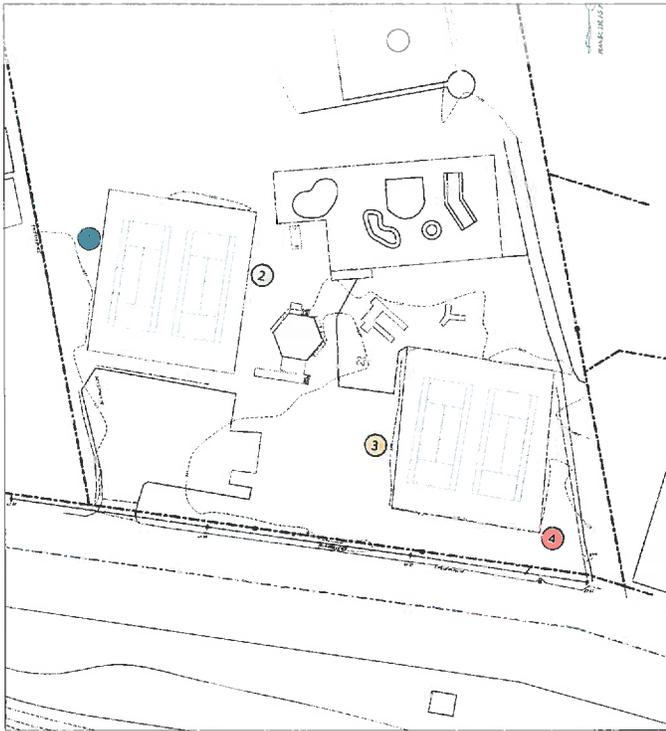
Existing Site Survey



*Spot elevations provided by Slade Associates, Inc., Plan #2013-64 dated May 23, 2013

*Survey based on 1929 NGVD₉

Existing Site Soil Data



OBSERVATION HOLE 1

WATER FOUND @ 84"

DEPTH	SOIL HORIZON LAYER	SOIL TEXTURE (USDA)	SOIL STRUCTURE
0'-6"	A	SANDY LOAM	LOOSE
6"-14"	B	LOAMY SAND	LOOSE
14"-24"	C1	MEDIUM SAND	LOOSE
24"-96"	C2	CLAY	FIRM

OBSERVATION HOLE 2

PERCHED WATER FOUND @ 42"

WATER FOUND @ 102"

DEPTH	SOIL HORIZON LAYER	SOIL TEXTURE (USDA)	SOIL STRUCTURE
0'-6"	A	SANDY LOAM	LOOSE
6"-14"	B	LOAMY SAND	LOOSE
14"-36"	C1	MEDIUM SAND	LOOSE
36"-78"	C2	CLAY	FIRM
78"-102"	O	PEAT	ORGANIC
102"-108"	C3	CLAY	FIRM

OBSERVATION HOLE 3

PERCHED WATER FOUND @ 66"

WATER FOUND @ 96"

DEPTH	SOIL HORIZON LAYER	SOIL TEXTURE (USDA)	SOIL STRUCTURE
0'-6"	A	SANDY LOAM	LOOSE
6"-36"	B	LOAMY SAND	LOOSE
36"-66"	C1	MEDIUM SAND & SILT	LOOSE
66"-96"	C2	CLAY	LOOSE

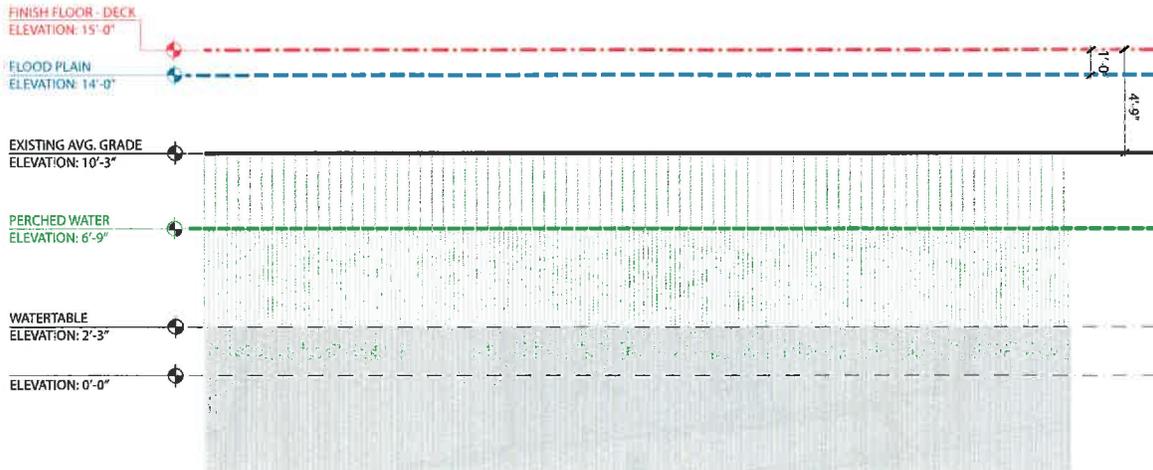
OBSERVATION HOLE 4

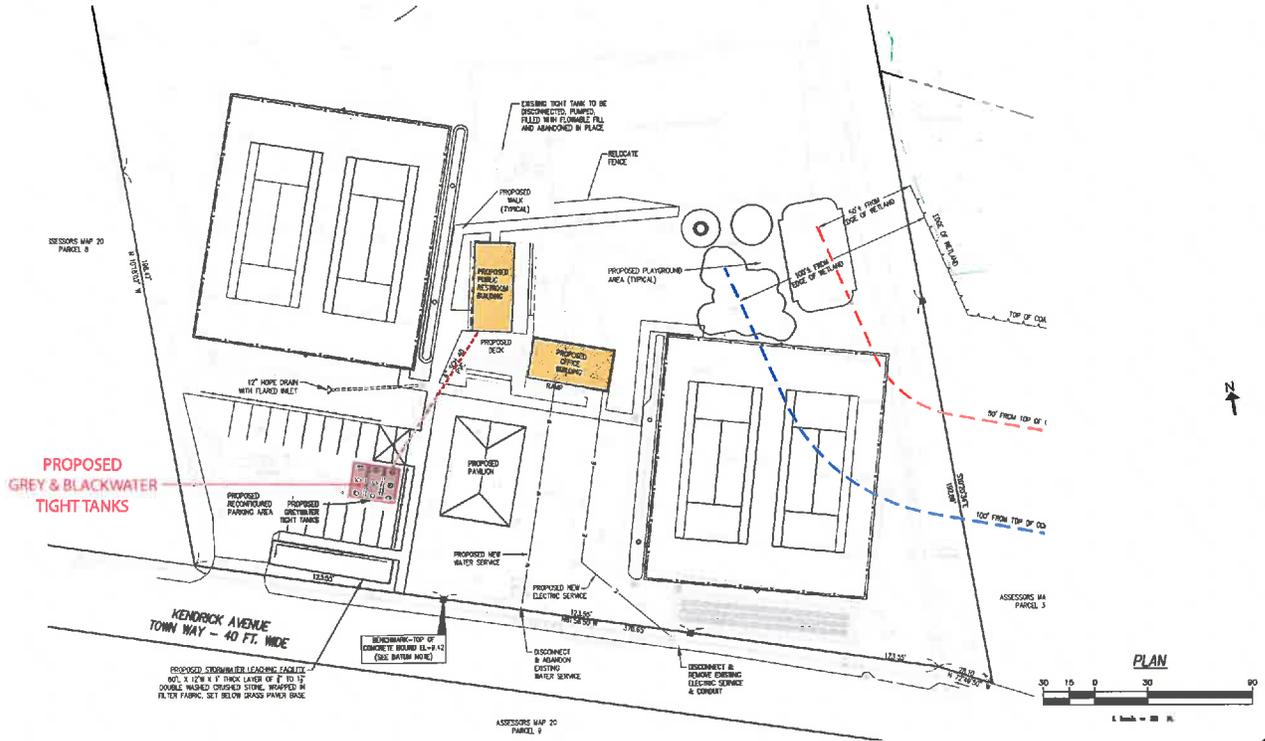
WATER FOUND @ 72"

DEPTH	SOIL HORIZON LAYER	SOIL TEXTURE (USDA)	SOIL STRUCTURE
0'-6"	A	SANDY LOAM	LOOSE
6"-72"	C1	MEDIUM SAND & SILT	LOOSE
72"-108"	C2	MEDIUM SAND & CLAY	LOOSE

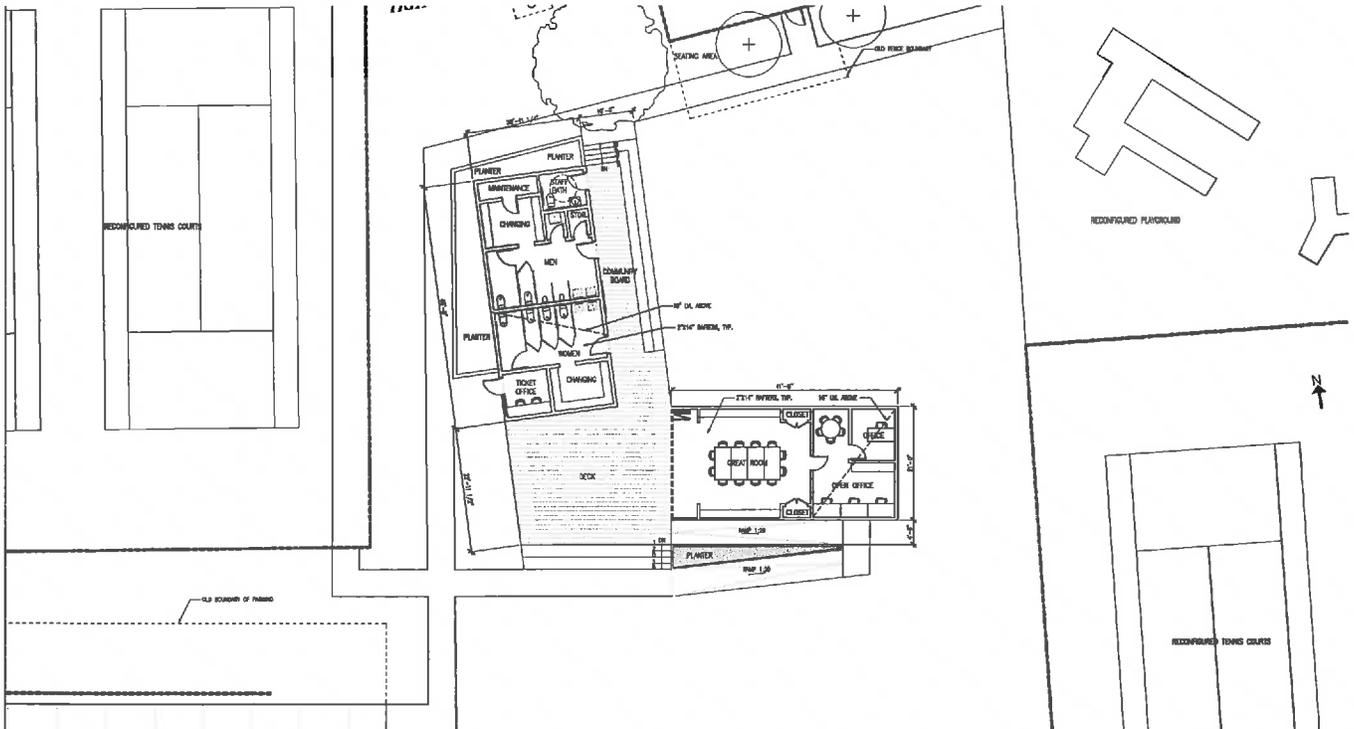
*Note: Soil provided by East Cape Engineering, Inc, Soil Suitability Assessment reports, dated November 7, 2012.

Flood Plain Diagram

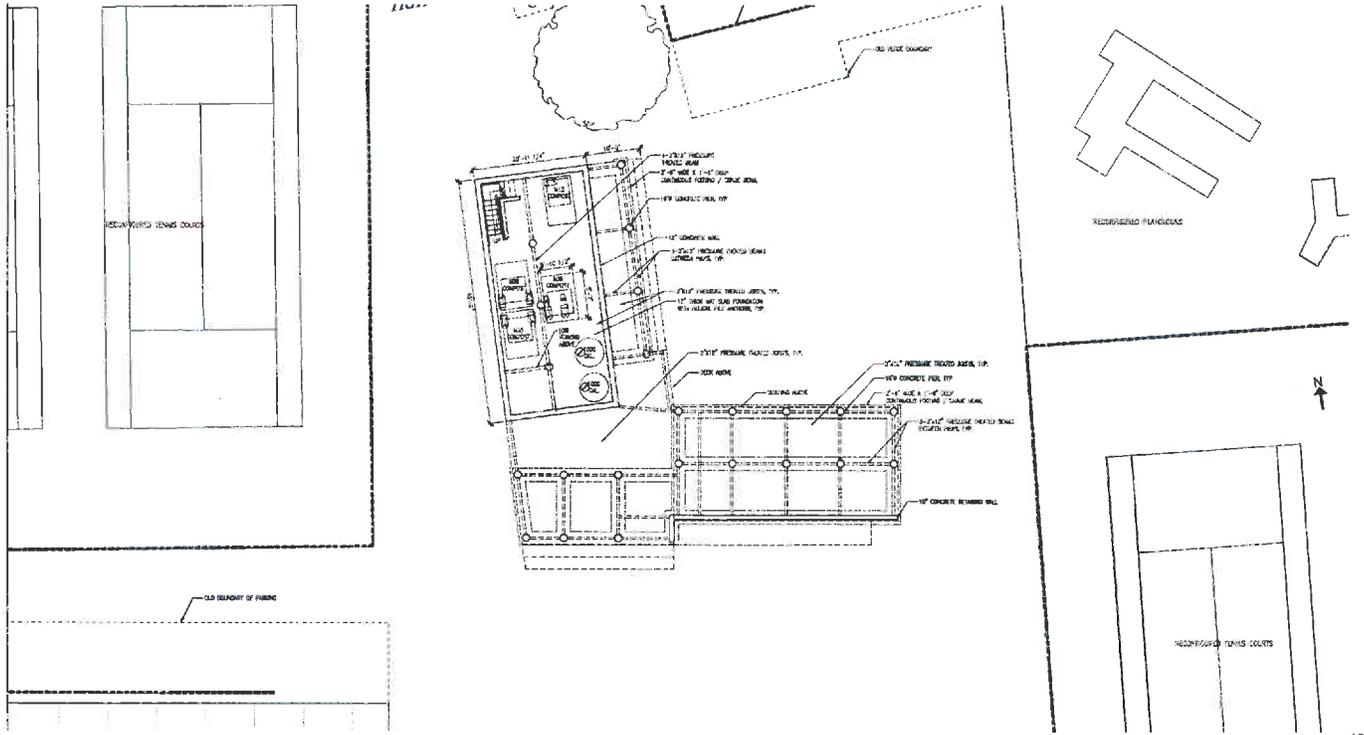




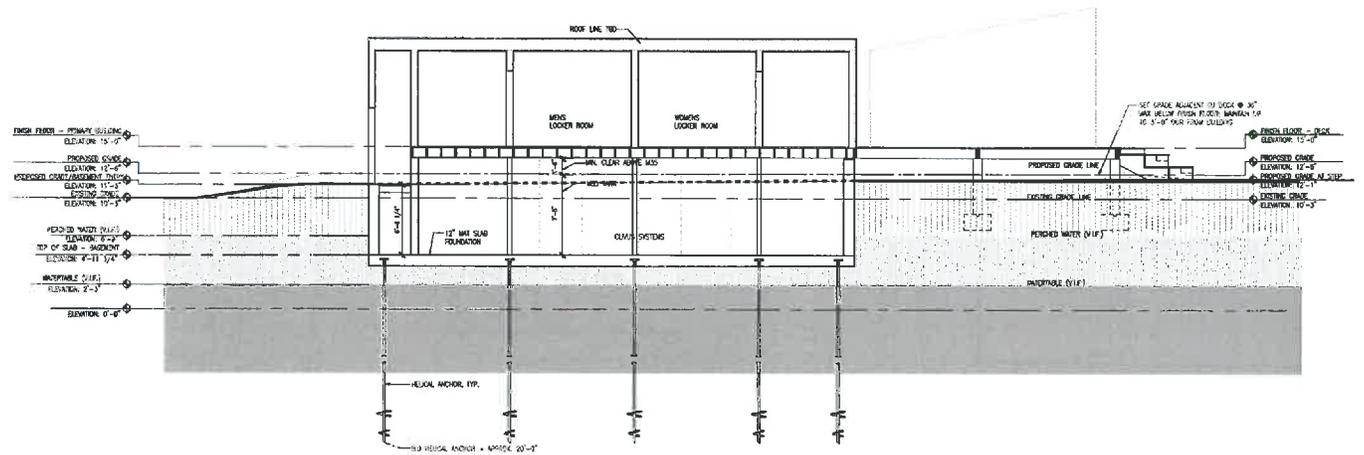
Proposed First Level - Option A

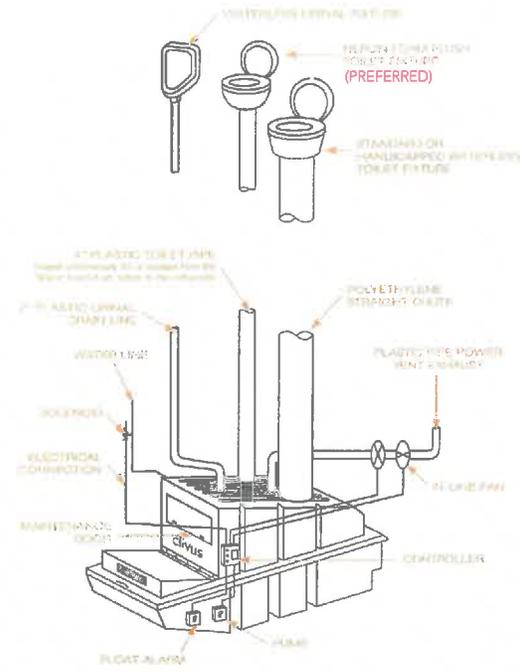


Proposed Vault / Foundation - Option B



Proposed Section - Option B

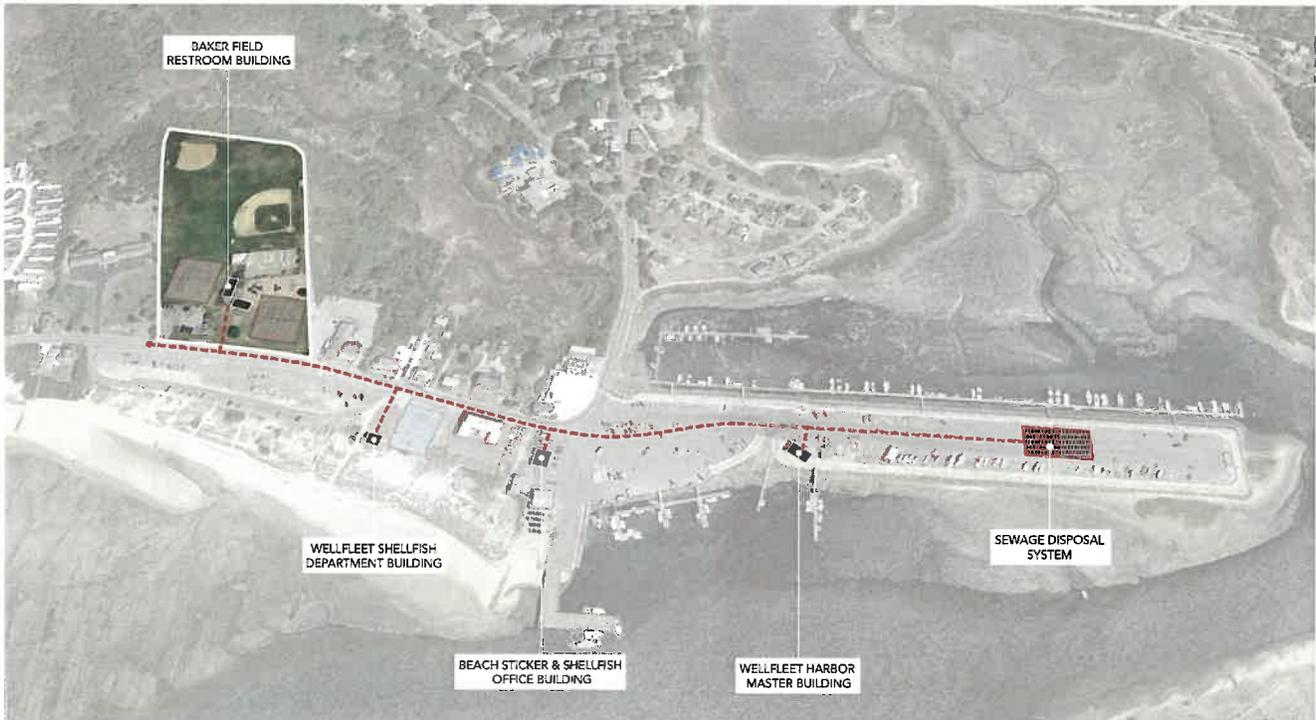




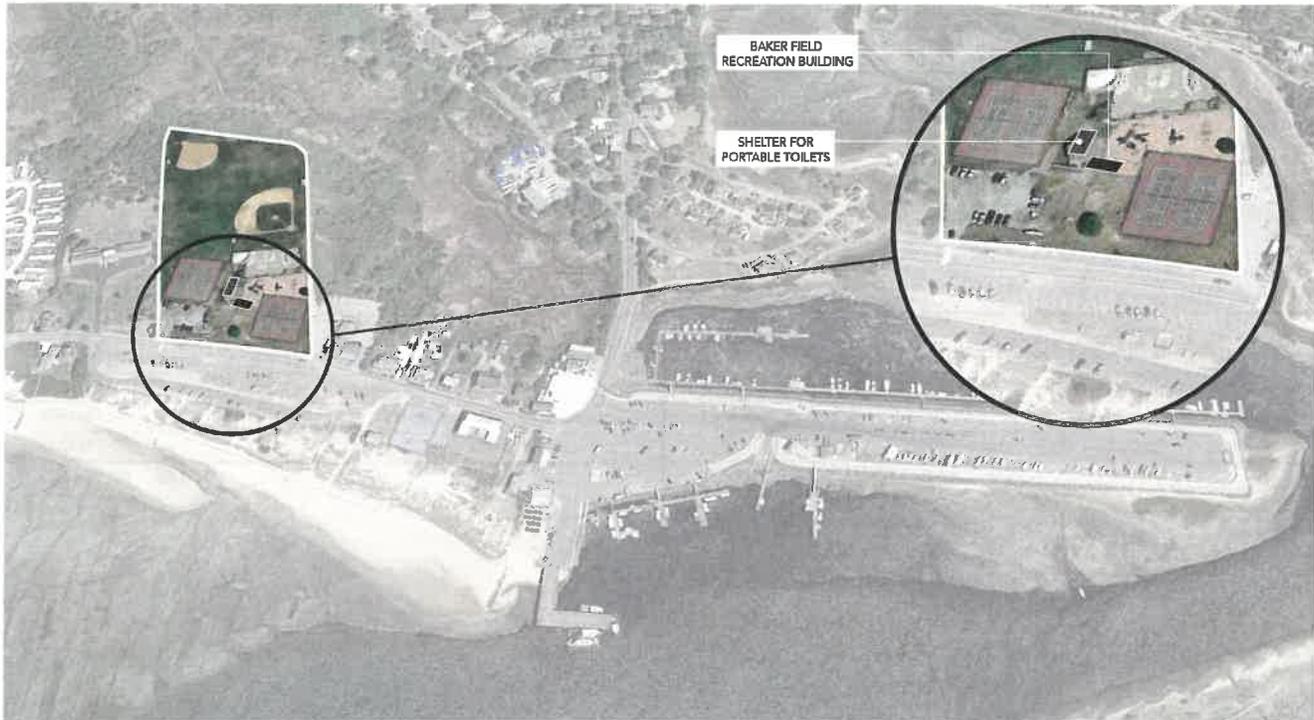
Option C: Title 5 System in Mayo Beach Parking



Option D: Pump to Marina Sewage Disposal



Option E: Shelter for Portable Toilets



Pros & Cons

OPTION A: TIGHT TANK

PROS

- Cost effective solution.
- Located in parking lot and not in building.
- No vault and less excavation for building foundations. Conventional strip footings and grade beams
- Can be designed and positioned to facilitate a connection to a Title 5 sewage disposal system in the future.

CONS

- Increased maintenance costs due to tank pumping charges.
- Compliant for three season and not four season building.

OPTION B: COMPOSTING TOILETS + GREY WATER TIGHT TANK SYSTEM

PROS

- Environmentally friendly option.
- Lower maintenance costs than exclusive tight tank system (Option A).

CONS

- Higher initial construction start-up costs
- Will require a vault to be constructed below grade with a minimum 9'-0" ceiling.
- Vault construction would possibly require de-watering and waterproofing.
- Lower level slab to be structural and not slab on grade. Slab and walls to resist hydrostatic pressure.
- Helical anchor foundation design vs strip footings.
- Due to soil conditions, grey water needs to be captured in a tight tank.
- Compliant for three season and not four season building.

OPTION C: TITLE 5 SYSTEM IN MAYO BEACH PARKING LOT

PROS

- Conventional sewage disposal system.
- Less maintenance than Options A and B.
- Building system can be used for three or four seasons.

CONS

- System requires 4'-0" of naturally occurring soil.
- System capacity may require it to be located in Mayo Beach parking lot.
- Likely to require nitrogen reducing system.
- Increased costs for excavation to cross Kendrick Avenue.

OPTION D: PUMP TO MARINA SEWAGE DISPOSAL SYSTEM

PROS

- Long term solution may allow benefit to multiple sites.
- Long range planning addresses other waste water infrastructure needs for public facilities.
- Possible cost savings to address waste water issues collectively and not piecemeal over time.
- Connected to long term planning decisions for the possible redevelopment of the Pier.
- Building system can be used for three or four seasons.

CONS

- Could be challenging with existing nitrogen loading issues in Wellfleet Harbor.
- Could be challenging during permitting process and for determination of appropriate gallons per day.
- May require small Waste Water Treatment Facility for enhanced nitrogen removal.
- Requires significant coordination and permits that could increase schedule for the Baker Field project.

OPTION E: SHELTER FOR PORTABLE TOILETS:

PROS

- Do not build bathroom building. Low cost of portable toilet shelter installation.
- Flexible for larger and smaller events. Easily replaceable. Vendor handles maintenance
- Building system can be used for three or four seasons.

CONS

- Less hygienic sewage disposal options. Separate washing facilities required.
- Not a long term solution.

Preliminary Construction Cost Estimate

OPTION A:

PROJECT WITH TIGHT TANK SYSTEM (3 SEASON)

BUILDING WORK		\$759,369
SITE WORK		\$479,115
GENERAL CONDITIONS, BONDS, PERMITS, GC FEE	20.5%	\$253,889
DESIGN / ESTIMATING CONTINGENCY	10%	\$149,237
CONSTRUCTION CONTINGENCY	5%	\$74,619
ESCALATION (THROUGH FALL 2017)	5%	\$74,619
	TOTAL	\$1,790,848

OPTION B:

**PROJECT WITH COMPOSTING
 TOILETS + GREYWATER TIGHT TANK SYSTEM (3 SEASON)**

BUILDING WORK		\$954,430
SITE WORK		\$503,615
GENERAL CONDITIONS, BONDS, PERMITS, GC FEE	20.5%	\$298,899
DESIGN / ESTIMATING CONTINGENCY	10%	\$175,694
CONSTRUCTION CONTINGENCY	5%	\$87,847
ESCALATION (THROUGH FALL 2017)	5%	\$87,847
	TOTAL	\$2,108,333

Note: Construction costs are approximate, based on conceptual design study, and are subject to change as the Project develops.



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Tuesday, September 27, 2016

V-C

V. BUSINESS

C. Cape Cod Commission Update

REQUESTED BY:	Paul Niedzwiecki and Jack Yunits of Cape Cod Commission
DESIRED ACTION:	Update on CCC activities
PROPOSED MOTION:	N/A
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Tuesday, September 27, 2016

V-D

V. BUSINESS

D. Authorization of contract with Sky Freyss-Cole for LCP facilitation

REQUESTED BY:	TA
DESIRED ACTION:	Authorize contract for LCP facilitation
PROPOSED MOTION:	I move to authorize the Town Administrator to execute the contract with Sky Freyss-Cole in the amount of \$3,500 for LCP facilitation.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s): _____
VOTED:	Yea _____ Nay _____ Abstain _____



TOWN OF WELLFLEET

300 MAIN STREET WELLFLEET MASSACHUSETTS 02667
Tel (508) 349-0300 Fax (508) 349-0305
www.wellfleetma.org

MEMORANDUM

TO: BOARD OF SELECTMEN
FROM: ASSISTANT TOWN ADMINISTRATOR
SUBJECT: CONTRACT FOR PROFESSIONAL FACILITATION – LOCAL COMP PLAN UPDATE
DATE: 9/22/2016
CC: TOWN ADMINISTRATOR

The Local Comprehensive Planning Committee has voted to recommend that the Board of Selectmen to contract with Sky Freyss-Cole to facilitate a community wide meeting on November 12, 2016 to gather input, impressions, and ideas from the public on the needs and wants of the community for the next 20 years as we continue our work to update the 2008 Local Comprehensive Plan. This is the main planning event for the update process. With your authorization, please find attached a contract ready for the Town Administrator's signature. The fee for this service is \$3,500 and the funds have been approved by the Town Administrator from funds appropriated by Town Meeting to the consultancy line item in the budget.

Proposed Motion: I move to authorize the Town Administrator to enter into a contract with Sky Freyss-Cole for facilitation services for the Local Comprehensive Planning Community Meeting to be held on November 12th for a fee of \$3,500.



**TOWN OF WELLFLEET
300 MAIN STREET WELLFLEET
MASSACHUSETTS 02667**

This agreement made the ____ day of September, 2016 by and between Sky Freyss-Cole hereinafter called the "Contractor" and the **Town of Wellfleet** hereinafter called the "Town." Witnessed, that the Contractor and the Town for the consideration hereinafter named agree as follows:

Article 1: Scope of Work

The contractor shall furnish all services agreed to by the Wellfleet Local Comprehensive Planning Committee. Scope of work to include:

One open community visioning session: Looking Ahead and Assessing Needs

November 12th: 3 hours, 10am-1pm COA

Goal: 100+ participants

Food/coffee offered

Introduction

Share the purpose and the process of the Local Comprehensive Plan

Present the LCP Committee

Facilitated Brainstorm: What kind of town do we envision in 2025? Based on that vision, what are the current needs and opportunities that exist?

What are the elements of the plan that must be accounted for?

Wrapping up: Identification of groups that need to be represented moving forward and commitment to engage and/or engage others in further stages in the process.

Contractor will work with Town staff to develop messaging and outreach methods to the community.

The Local Comprehensive Planning Committee will be responsible for:

Arranging the venue and necessary equipment (tables, chairs, sound system, mic etc)

Providing and arranging refreshments

Inviting and ensuring participation from the community

Arranging support staff volunteers for the workshop as needed

Materials:

Materials for the workshop (such as flip charts, paper, pens etc) will be purchased by Sky Freyss-Cole and reimbursed by the Town of Wellfleet and/or provided by the Town of Wellfleet.

Article 2: Time Period

The work shall be completed by 11/13/16. The deadline for completion of work may be extended by mutual agreement between the Contractor and the Wellfleet Historical Commission through the Town Administrator.

Article 3: The Contract Sum

The total amount of the project is \$3,500.

Article 4: Time of Payment

The Town shall pay Contractor as per purchase order invoices submitted by the Contractor upon completion of the project.

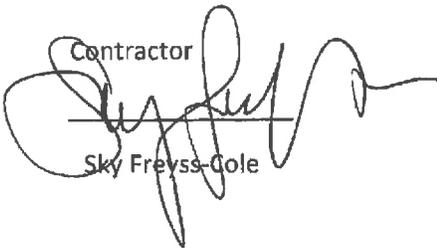
Article 5: Contract Documents

The scope of work together with this agreement form the Contract and they are as fully a part of the contract as attached and incorporated herein by reference.

In Witness Whereof the representative parties hereto have caused this instrument to be duly subscribed and sealed.

Town of Wellfleet

Dan Hoort, Town Administrator

Contractor

Sky Freyss-Cole



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Tuesday, September 27, 2016

V-E

V. BUSINESS

E. Draft FY 2018 Budget Policy and Statement [First Reading]

REQUESTED BY:	TA
DESIRED ACTION:	Review the proposed draft FY 2018 Budget Policy
PROPOSED MOTION:	N/A
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

**TOWN OF WELLFLEET
BUDGET POLICY
FISCAL YEAR 2018**

It shall be the policy of the Town of Wellfleet that this Budget Policy articulates the Town's priorities and goals and provides an overview of the issues to be addressed during the Town of Wellfleet's budget process. This policy is adopted pursuant to Town Charter section 7-2-1 and Board of Selectmen's Policy 2013-02, Budget and Fiscal Management Policy.

BUDGET COMPLIANCE: The Budget will be estimated in accordance with all applicable laws.

BUDGET COMPONENTS: The Budget shall be composed of the General Fund Operating Budget, the Marina Enterprise Fund Budget, the Water System Enterprise Fund Budget, the Capital Budget, the ten year Capital Improvement Plan and any budget Articles proposed for the Annual Town Meeting Warrant. The Capital Budget shall consist of capital requests to be funded from available funds including the tax levy; capital requests to be funded by borrowing shall be set forth in separate articles. The Budget should include financial results for the previous year and the current year to date. Object codes and summaries should be consistent across all organizational units. The Budget shall also include detailed revenue estimates and projections which will be created with the input of the Department Heads and the Town Accountant.

ENTERPRISE FUNDS: The Town of Wellfleet shall propose budgets for the Enterprise Funds that are self-supporting without a property tax transfer and which shall also reasonably and accurately allocate indirect costs.

CAPITAL BUDGET: The Capital Budget is important because regular replacement of worn out or obsolete equipment and prompt maintenance of facilities are important steps to avoid larger future expenditures which can result from delayed replacement or maintenance. The Town of Wellfleet shall propose a Capital Budget for the upcoming Fiscal Year that will include all capital projects and items with an overall expenditure of at least \$5,000 and a life expectancy of greater than one year.

CAPITAL IMPROVEMENT PLAN:¹ The Town of Wellfleet shall propose a ten-year Capital Improvement Plan that will encompass any capital project or item with an overall expenditure of at least \$5,000 and a life expectancy of at least one year. Inclusive within the Capital Improvement Plan shall be a breakdown of the possible additional operational costs associated with the capital project or item, including whether additional personnel may be required. (The FY 2018 Capital Improvement Plan has been previously approved and can be found at: http://www.wellfleet-ma.gov/sites/wellfleetma/files/file/file/fy_2018_capital_improvement_plan_with_exhibit_s.pdf)

The Town Administrator will review and revise the approved FY2018 Capital Improvement Plan with Department Heads during the fall budget planning process.

¹ See Town Charter section 7-5.

After completion of the 2016 Annual Town Meeting and in accordance with Charter section 7-5 the Town Administrator shall begin the process of updating the FY 2017 Capital Improvement Plan for FY 2018.

BUDGET DEVELOPMENT: Department Heads shall make appropriate and well-reasoned budget submittals to the Town Administrator by November 2, 2016. The Town Administrator shall submit his proposed budget to the Board of Selectmen and the Finance Committee on December 2, 2016.

Where personnel costs are unknown due to pending contract negotiations department budgets shall include personnel costs based on FY 2017 costs. Required salary adjustments will be proposed in a separate article or articles.

PUBLIC MEETINGS ON THE PROPOSED BUDGET AND BUDGET

APPROVALS: The Town Board of Selectmen and the Finance Committee shall hold joint budget workshops at 7:00 p.m. on Tuesdays or Wednesdays in December and in January. Department Heads will only need to be present at budget workshops if requested by the Board of Selectmen, the Finance Committee or the Town Administrator. The Board of Selectmen shall approve its proposed budget by the end of January. The Board of Selectmen's proposed budget may be subject to modifications if subsequent additional or unexpected budget or revenue information, including regional school district assessments or adjustments to state revenue or charges, becomes available prior to the Annual Town Meeting. Any modifications to the budget will be dated and consolidated where possible. The Finance Committee shall hold at least one Public Hearing on the proposed budget and shall make its recommendations on the proposed budget by February 23, 2017.

ADDITIONAL REQUESTED BUDGET AMOUNTS: Additional requested budget amounts above the previous year's budget request are not encouraged but will be considered if justification for such additional amounts is included with the budget materials. Justification and any supporting documents shall be submitted by department heads as a separate submission. Priority will be given for requests that place a minimum reliance upon the property tax to fund these endeavors and for requests required to meet legal obligations of the Town of Wellfleet.

NON-PROPERTY TAX REVENUE SOURCES: The Town of Wellfleet shall continue supporting the concept that user fees, reasonable sponsorships and other non-property tax revenues be utilized to help offset the property tax and, to the fullest extent practical, be devised to recoup the costs of supplying a particular service. The Town Administrator in preparation of the budget shall review current department fee structures and charges for services and propose modifications as deemed necessary and appropriate.

BUDGET TIMETABLE: Due dates and deadlines are specified in the "Fiscal 2018 Budget and 2017 Annual Town Meeting and Annual Town Election Schedule" to be adopted by the Board.

**THE BOARD OF SELECTMEN ADOPTS THE FOLLOWING FISCAL
MANAGEMENT GOALS FOR FISCAL YEAR 2018:**

(changes from prior year are **BOLD**)

- **To work towards presenting a balanced budget, within the constraints of Proposition 2 ½, without requesting an override². Based on the Fiscal 2017 operating budget (\$16,836,716) as adjusted for permanent articles, an increase of 2 ½% in the operating budget would add \$420,918 to the budget and result in an operating budget for Fiscal 2018 of approximately \$17,257,634.**
- **To acknowledge that the Town has limited control over certain areas of the operating budget. Two areas alone consume approximately \$247,000 or nearly 60% of the targeted maximum increase in the operating budget.**
 1. **An early estimate of the assessment from the Nauset Regional School District indicates Wellfleet's assessment may increase \$130,000 (+4.77%) solely based on the fact that Wellfleet's share of students at Nauset is larger compared to the other communities in the district in past years.**
 2. **An early estimate of a 10% increase in health insurance costs adds \$117,000 to the operating budget.**
- **The Selectmen's Budget and Financial Management Policy specifies annual capital expenditures (exclusive of items financed by borrowing) of between three and seven percent of the operating budget. The Fiscal 2018 capital budget, based on the same set of operating budget assumptions, should therefore be between \$518,000 and \$1,176,000.**
- Not to authorize any new significant program without an identified financing source to pay for said program.
- Not to authorize any new full time personnel beyond current authorized levels. However, if any such new personnel are funded the positions shall be valued at a cost that includes both salary and benefits.
- **Any open positions will be evaluated and if needed, replaced with part-time or full-time employees as appropriate for the position.**
- The maximum utilization of funds from all revenue sources to fund programs.
- **Whenever possible and reasonable staff will cultivate productivity improvements that could lead to realized savings.**
- **Whenever possible and reasonable staff will investigate regional opportunities that could lead to realized savings.**

² The FY 2017 budget increased about 3.53% over FY 2016 resulting in the use of \$520,255 from free cash for budget items.

- The Town Administrator shall review regularly the methods of operation, program service delivery and expenditure of resources in the various Town departments to ensure maximum efficiency for the Town of Wellfleet.
- **The town will gradually increase its annual Other Post Employment Benefits (“OPEB”) appropriation to achieve a level of \$400,000 by FY2018.**
- **To gradually increase the Stabilization Fund to approximate 5.0% of the annual operating budget. The Fund balance as of June 30, 2016 was approximately \$556,817. Based on policy goals the fund balance should be \$862,000. A transfer of \$75,000 annually for the next few years will be required for this goal to be reached.**
- **To maintain the Reserve Fund at an amount equal to 0.5% of the operating budget. Because the unexpended Reserve Fund balance reverts to free cash at the end of each fiscal year it must be appropriated in full each budget cycle. The estimated appropriation required to meet this goal for FY 2018 is \$86,000.**
- **To maintain a free cash balance equal to approximately 4.5% of the operating budget. The estimated free cash balance required to meet this goal for FY 2018 is \$776,500.**

Adopted:



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Tuesday, September 27, 2016

V-F

V. BUSINESS

F. Discussion with Mr. Alfred Pickard regarding tree cutting [Pickard]

REQUESTED BY:	Alfred Pickard
DESIRED ACTION:	Discuss tree cutting
PROPOSED MOTION:	TBD
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

REC'D SEP 08 2016

DPW TREE SITUATION REQUEST

DRIVER: Deb Alden

BUS #: 425

WHERE: Old Truro Rd.

EXPLAIN IN AS MUCH DETAIL AS POSSIBLE THE PROBLEM AREA INCLUDING STREET NAMES, HOUSE NUMBERS, TOWN, ETC.

tree branches hit Roof of bus just after the white turnus Hse. 1st HSE on RD. Right side

Office Use Only:

Rec'd by _____ Date info sent to DPW _____ - 508-240-7085

DPW TREE SITUATION REQUEST

DRIVER: Deb Alden

BUS #: 425

WHERE: Branches Hitting Right Side of Bus.

EXPLAIN IN AS MUCH DETAIL AS POSSIBLE THE PROBLEM AREA INCLUDING STREET NAMES, HOUSE NUMBERS, TOWN, ETC.

Right After Left Turn onto Holbrook Rd from Commercial street

Office Use Only:

Rec'd by _____ Date info sent to DPW _____



FAX

Date: 09/08/2016

Pages including cover sheet: 2

To:	5083497085@rcfax.com
<i>Phone</i>	
<i>Fax Number</i>	+15083497085

From:	Clint Newcomb
	FIRST GROUP AMERICA F
	78 (Rear) ELDREDGE PKW
	ORLEANS
	MA 02653
<i>Phone</i>	(508) 240-2620 * 101
<i>Fax Number</i>	(508) 240-2620

NOTE:

tree trim



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Tuesday, September 27, 2016

V-G

V. BUSINESS

G. Discussion of Ice Bear Project

REQUESTED BY:	Austin Brandt, Cape Light Compact & Energy Committee
DESIRED ACTION:	
PROPOSED MOTION:	N/A
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



TOWN OF WELLFLEET

300 MAIN STREET WELLFLEET MASSACHUSETTS 02667

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

www.wellfleetma.org

MEMORANDUM

TO: BOARD OF SELECTMEN
FROM: ASSISTANT TOWN ADMINISTRATOR
SUBJECT: ICE BEAR PROJECT
DATE: 9/22/2016
CC: TOWN ADMINISTRATION

The Energy Committee met on Monday, September 19th to get an update and discuss the Ice Bear project. Upon review of the information submitted by the Cape Light Compact and the Ice Bear vendor (Ice Energy) the Energy Committee voted to recommend moving forward with the project.

Attached is information from the Ice Bear vendor with estimated cost savings and engineered drawings of where the Ice Bear technology can be installed. The three buildings that have been identified as suitable for this technology are the Council on Aging, the DPW and the Library.

Wellfleet has been selected as a demonstration community for this technology. The offer that is being made from the Cape Light Compact is that they will cover 20 years of operation and maintenance of the technology and that the equipment will be installed at no cost to the town.

Austin Brandt from the Cape Light Compact will be presenting an update on the project.



ISSUE FOR SCHEMATIC DESIGN	ORIGINAL ISSUE DATE: 9/16/2016	
NO.	REASON	DATE
0	ISSUE FOR SD	9/16/2016
DESIGNED BY: _____		
DRAFTED BY: _____		
PROJECT MANAGER: _____		
WELLSFLEET LIBRARY 55 WEST MAIN STREET WELLSFLEET, MA 02667		
MECHANICAL PLAN		



SHEET NOTES

- EXISTING MECHANICAL EQUIPMENT EXISTING TO REMAIN.
- NEW ICE STORAGE REFRIGERANT PIPING ROOFED FROM ICE BEAM SYSTEM TO ICE COILS AT PART HANGING UNITS.
- NEW ICE ENERGY ICE BEAMS LOCATED AT GRADE.
- NEW ICE ENERGY ICE COOL KIT.
- EXISTING SOLAR PANEL AREA.

EXISTING UNITARY SPLIT DX UNITS

TAG	MANUFACTURER MODEL #	SEER/EER	TONS	VINTAGE	NOTES
EJAC-1A	YORK YCD90	N18352247	7	2013	
EJAC-1B	YORK YCD90	81C3FA6859	15	2013	
EJAC-2	YORK CZF0433CA	W1G121897	3	2013	
EJAC-3	YORK CZF0433CA	W4S386532	5	2013	
EJAC-4	YORK CZF0433CA	W1E2811586	2	2012	

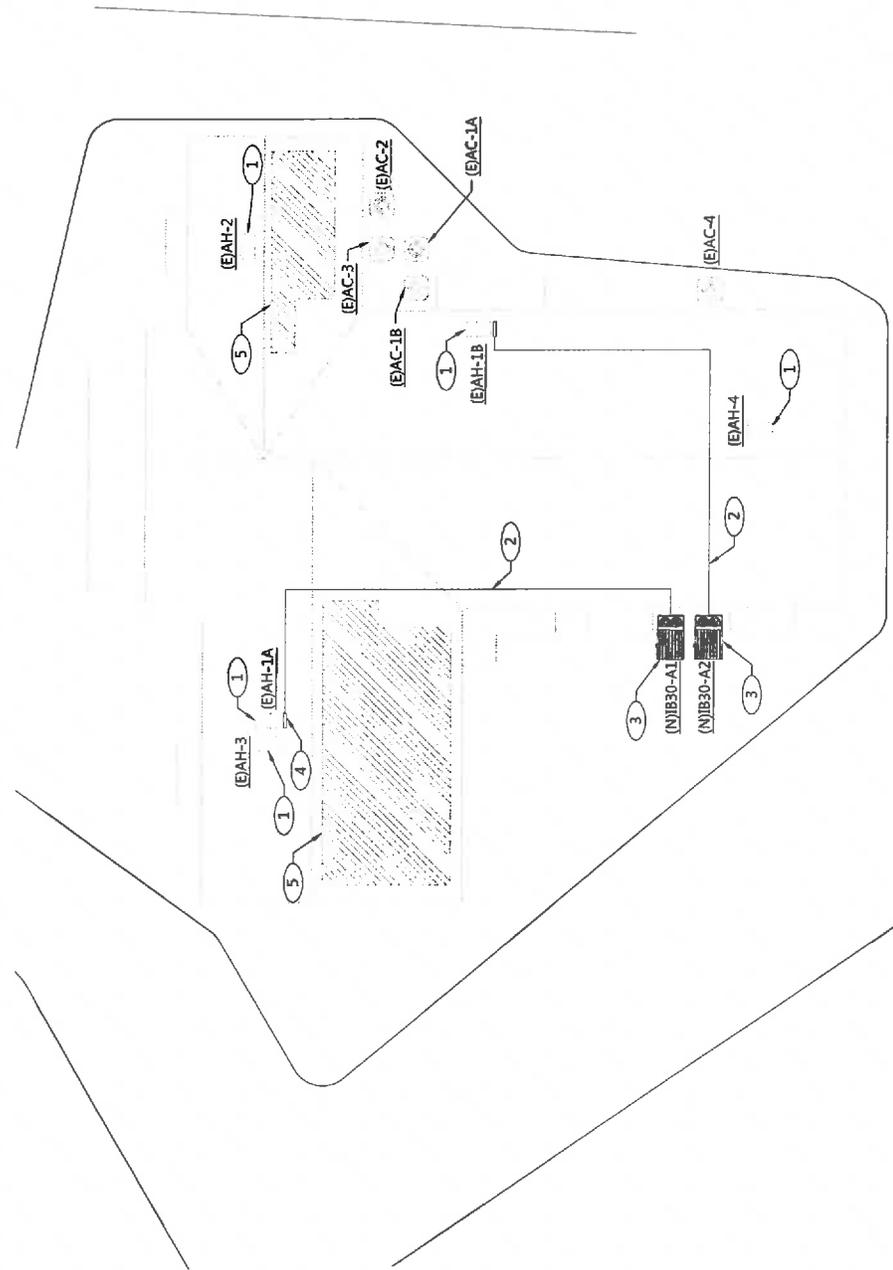
NOTES:

DX THERMAL ICE STORAGE UNIT

TAG	MANUFACTURER MODEL	LOCATION	TOTAL STORAGE CAPACITY (TON-HOURS)	RECHARGE TIME (HRS)	REFRIGERANT	REFRIGERANT CHARGE (LBS)	WATER VOLUME (GAL)	MCA (A)	MCCP (A)	DIMENSIONS (E X W X H) (IN)	OP WPT (LBS)	NOTES
(N)IB30-A1	ICE ENERGY IB-30-523	GRADE	30	9.5-10.25	R-410A	48	475	208/3/60	28.80	30 X 101 X 60 X 49	5500	1,2,3
(N)IB30-A2	ICE ENERGY IB-30-523	GRADE	30	9.5-10.25	R-410A	48	475	208/3/60	28.80	30 X 101 X 60 X 49	5500	1,2,3

NOTES:

- UNIT TO BE SET VIA TRIPLE LOCK ICE BEAR COMPRESSOR TO RUN ONLY DURING NON-OPERATING HOURS. DURING THE DAY, THERE IS A PEAK 300W LOAD ONLY VIA THE REFRIGERANT PUMP.
- UNIT TO BE MOUNTED ON EQUIPMENT PAD. REFER TO DETAILS FOR STRUCTURAL INFORMATION.
- UNITS ARE UL LISTED AND LABEL TO BE DEPLATED.



SCHEMATIC THERMAL ENERGY STORAGE EQUIPMENT PLAN
 SCALE: 3/8" = 1'-0"



ISSUE FOR SCHEMATIC DESIGN		
ORIGINAL ISSUE DATE: 9/16/2016		
NO. 0	REASON: REVISION	DATE: 9/16/16
DESIGNED BY: AC	DRAFTED BY: AC	PROJECT MANAGER:
WELLSFLEET DPW BUILDING 210 WEST MAIN STREET WELLSFLEET, MA 02667		
MECHANICAL PLAN		
M3.1		

SHEET NOTES

- 1 EXISTING MECHANICAL EQUIPMENT EXISTING TO REMAIN.
- 2 NEW ICE STORAGE REFRIGERANT PIPING ROUTED FROM ICE BEAR SYSTEM TO ICE COILS AT A/R HANDLING UNITS.
- 3 NEW ICE ENERGY ICE BEARS LOCATED AT GRADE.
- 4 NEW ICE ENERGY ICE COIL KIT.
- 5 STORAGE BUILDING NOT IN SCOPE.

EXISTING UNITARY SPLIT DX UNITS

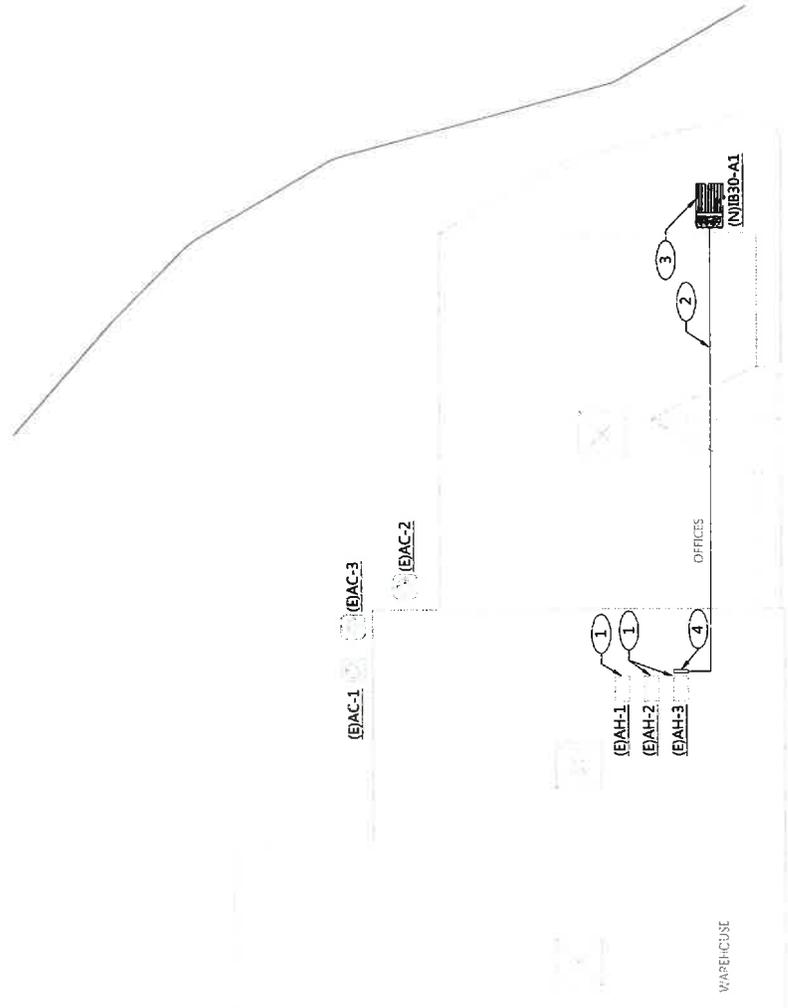
TAG	MANUFACTURER MODEL #	SRB#	TONS	VINTAGE	NOTES
(E)AC-1	GOODMAN D5C160241AC	1396728972	2	2013	
(E)AC-2	GOODMAN D5C160241AC	1304232085	2	2013	
(E)AC-3	GOODMAN GSXL30801BA	1207278287	5	2013	

NOTES:

DX THERMAL ICE STORAGE UNIT

TAG	MANUFACTURER MODEL	LOCATION	TOTAL STORAGE CAPACITY (TON-HOURS)	RECHARGE TIME (HRS)	REFRIGERANT	REFRIGERANT CHARGE (LBS)	WATER VOLUME (GAL)	MCA (A)	MCCP (A)	DIMENSIONS (L x W x H) (IN)	OP WT (LB)	NOTES
(E)IB30-A1	ICE ENERGY IB-30-523	GRADE	30	9.5-10.25	R-410A	48	475	2869/60	28.80	101 X 60 X 46	5500	1,2,3

NOTES:
 1) UNIT TO BE SET VIA TIMELOCK ICE BEAR SYSTEM TO OPERATE ONLY DURING PEAK OPERATING HOURS. DURING THE DAY, THERE IS A PEAK 300W LOAD ONLY VIA THE REFRIGERANT PUMP.
 2) UNIT TO BE MOUNTED ON EQUIPMENT PAD. REFER TO DETAILS FOR STRUCTURAL INFORMATION.
 3) UNITS ARE UL LISTED AND LABEL TO BE DISPLAYED.





100 EAST MAIN STREET, SUITE 200
 WELLESLEY, MA 02459
 WWW.ICEENERGY.COM
 ICE ENERGY IS AN EQUAL OPPORTUNITY EMPLOYER. THE
 COMPANY DOES NOT DISCRIMINATE IN EMPLOYMENT ON THE
 BASIS OF RACE, GENDER, RELIGION, ETHNICITY, NATIONAL
 ORIGIN, SEXUAL ORIENTATION, OR ANCESTRY.



ISSUE FOR SCHEMATIC DESIGN
ORIGINAL ISSUE DATE: 9/16/2016
NO. 0
REASON: ISSUE FOR SD
DATE: 9/16/16
DESIGNED BY:
DRAFTED BY:
PROJECT MANAGER:
WELLESLEY CONSULTING 215 OLD KINGS HIGHWAY WELLESLEY, MA 02467
MECHANICAL PLAN
M1.1

SHEET NOTES

- 1 EXISTING MECHANICAL EQUIPMENT EXISTING TO REMAIN.
- 2 NEW ICE STORAGE REFRIGERANT PIPING ROUFED FROM ICE BEAR SYSTEM TO ICE COILS AT AIR HANDLING UNITS.
- 3 NEW ICE ENERGY ICE BEARS LOCATED AT GRADE NEAR EXISTING MECHANICAL YARD.
- 4 NEW ICE ENERGY ICE COIL KIT.

EXISTING UNITARY SPLIT DX UNITS

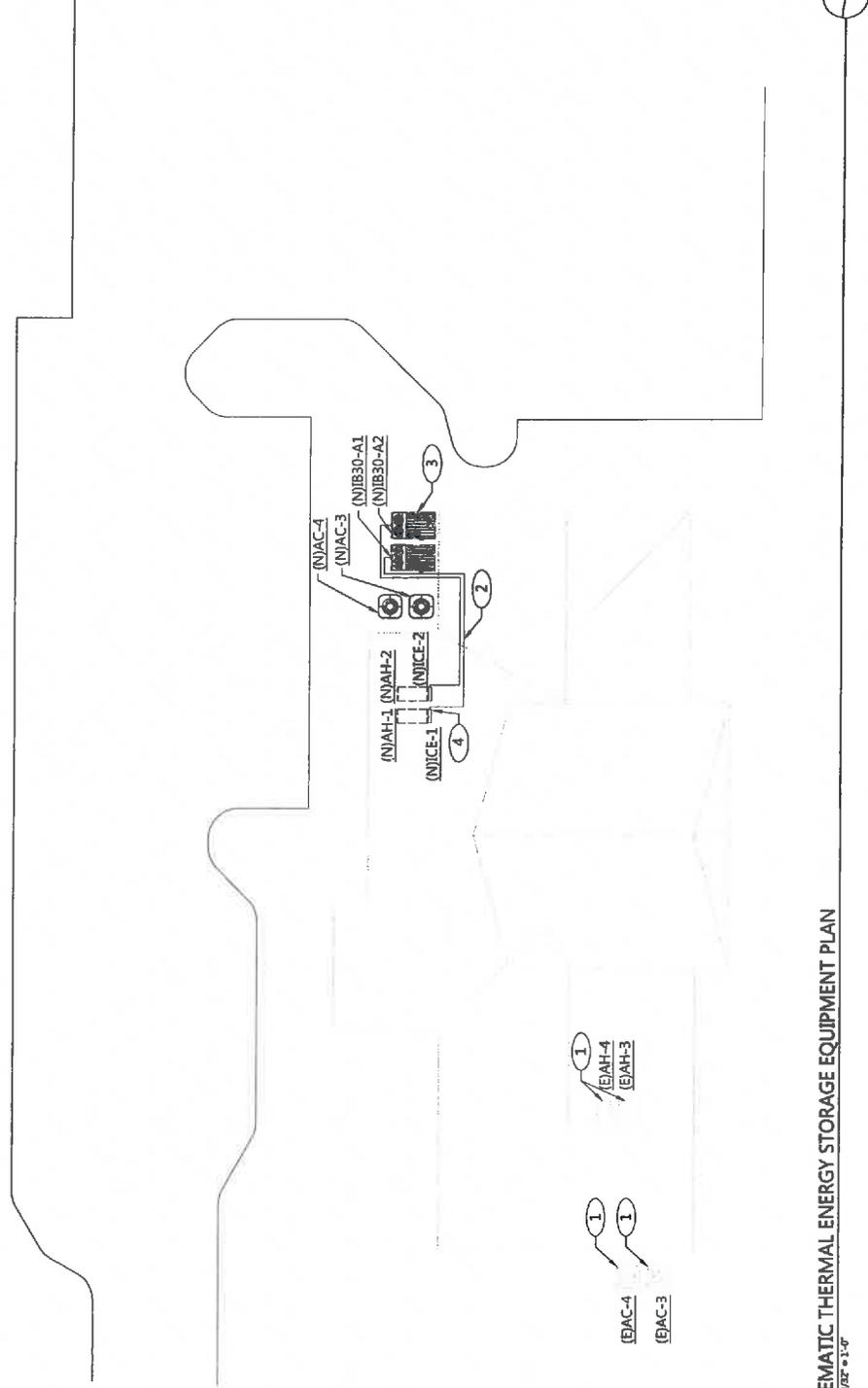
TAG	MANUFACTURER MODEL #	SEER #	TONS	VINTAGE	NOTES
EJAC-1	LENNDX HSB-072-3Y	5602H8612	6	HORIZONTAL	1
EJAC-2	LENNDX HSB-072-3Y	5602H8611	6	HORIZONTAL	1
EJAC-3	LENNDX HSB-093-4P	5803H6120	3	HORIZONTAL	
EJAC-4	GOODMAN GSD3601EE	150614437	2	HORIZONTAL	

NOTES:
 1) UNIT TO BE DEMOLISHED AND REPLACED.

DX THERMAL ICE STORAGE UNIT

TAG	MANUFACTURER MODEL	LOCATION	TOTAL STORAGE CAPACITY (TON-HOURS)	RECHARGE TIME (HRS)	REFRIGERANT	REFRIGERANT CHARGE (LBS)	WATER VOLUME (GAL)	V/PH/Hz	MCA (A)	MCC (A)	DIMENSIONS (L x W x H) (IN)	COMP (LBS)	NOTES
IBIBP-A1	ICE ENERGY IB-30-523	GRADE	30	9.5-10.25	R-410A	48	475	208/3/60	28.80	30	103 X 60 X 49	5500	1,2,3
IBIBP-A2	ICE ENERGY IB-30-523	GRADE	30	9.5-10.25	R-410A	48	475	208/3/60	28.80	30	103 X 60 X 49	5500	1,2,3

NOTES:
 1) UNIT TO BE SET VIA TIMELOCK ICE BEAR COMPRESSOR TO RUN ONLY DURING NON-OPERATING HOURS. DURING THE DAY, THERE IS A PEAK 300W LOAD ONLY VIA THE REFRIGERANT PUMP.
 2) UNIT TO BE MOUNTED ON EQUIPMENT PAD. REFER TO DETAILS FOR STRUCTURAL INFORMATION.
 3) UNITS ARE UNLISTED AND LABEL TO BE DISPLAYED.



SCHEMATIC THERMAL ENERGY STORAGE EQUIPMENT PLAN
 SCALE: 3/32" = 1'-0"

Ice Energy																			
Intelligent Storage at Work																			
EQUIPMENT LIST																			
3 E De La Guerra, Santa Barbara, CA 93101																			
Phone: 877-542-3232 Fax 818-476-5518																			
HVAC #	AC Type	AC Make	Model	Serial # (if available)	Vintage	Tons	Ice Bear 30s	Back Up Ice Bear Option	HVAC Rep?	kW Shift	Annual Savings Estimate								
Wellfleet Town Hall																			
1	Chiller	Trane	CGAM020A2N02	U15L52181	2015	20					\$ -								
Wellfleet DPW Building																			
1	Split	Goodman	DSC160241AC	1306721972	2013	2		IB30			\$ -								
2	Split	Goodman	DSC160241AC	1504231305	2013	2		IB30			\$ -								
3	Split	Goodman	GSX130601BA	1205726297	2013	5	1				\$ 36.62								
Wellfleet Library																			
1A	Split	York	YCD090	N1B3512147	2013	7.5	1				\$ 55.90								
1B	Split	York	YCD180	N1C3542659	2013	15	1				\$ 113.74								
2	Split	York	CZF04213CA	W1G121497	2013	3.5		IB30			\$ -								
3	Split	York	CZF06013CA	W1A3386532	2013	5		IB30			\$ -								
4	Split	York	CZF02413CA	W1E2811538	2012	2					\$ -								
Wellfleet Council On Aging																			
1	Split	Lennox	HS29-072-3Y	5602H08612	2002	6	1	IB20	1	7.4	\$ 174.04								
2	Split	Lennox	HS29-072-3Y	5602H08611	2002	6	1	IB20	1	7.4	\$ 174.04								
3	Split	Lennox	HS26-030-4P	5803B63120	2003	3		IB30		0.0	\$ -								
4	Split	Goodman	GSC130301EE	1506144637	2006	2.5		IB30		0.0	\$ -								
Wellfleet Fire and Rescue																			
1	Chiller	McQuay	ACZ025BSS12	STN00805C0012	2008	25				0.0	\$ -								
Wellfleet Police Station																			
* Being renovated - check back																			



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Tuesday, September 27, 2016

V-H

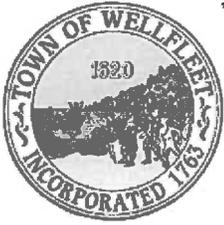
V. BUSINESS

H. Discussion of Licensing Board under the Charter review

CHAPTER 3 BOARD OF SELECTMEN

Section 3-5 Specific Powers, Duties, and Responsibilities

3-5-1 The Board of Selectmen shall act as the licensing authority of the Town and shall have the power and responsibility required to issue licenses, to make all necessary rules and regulations regarding the issuance of such licenses, and to attach conditions and impose such restrictions as it considers to be in the public interest, and further to enforce, or cause to be enforced the laws, rules, and regulations relating to all business for which it issues licenses.



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Tuesday, September 27, 2016

V-I

V. BUSINESS

- I. Request of Russell Swart to rescind the August 23, 2016 vote for a new seasonal All Alcohol restaurant liquor license for ITILDO BBQ, dba Russ & Marie's Marconi Beach.

REQUESTED BY:	Russell Swart
DESIRED ACTION:	Rescind Vote
PROPOSED MOTION:	I move to approve the Request of Russell Swart to rescind the August 23, 2016 vote for a new seasonal All Alcohol restaurant liquor license for ITILDO BBQ, dba Russ & Marie's Marconi Beach.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



RUSS & MARIE'S
MARCONI BEACH
BBQ & SEAFOOD RESTAURANT

September 11, 2016

Board of Selectmen
Town of Wellfleet
300 Main Street
Wellfleet, MA 02667

Dear Wellfleet Board of Selectmen,

I am writing to ask that my request to return to a seasonal liquor license be rescinded. My son Kevin has indicated that he is interested in managing the restaurant in my absence with a year round liquor license as we did last year. I will be in touch in the next few weeks regarding the period of time I will need to close for repairs and renovations. Thank you.

Sincerely,

Russell Swart
Owner

Russell Swart, Owner

545 Route 6 • South Wellfleet ~ PO Box 1741 • Wellfleet MA 02667
508-349-6025 • marconibeachrestaurant.com



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Tuesday, September 27, 2016

VI

VI. TOWN ADMINISTRATOR'S REPORT



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: Dan Hoort, Town Administrator
Subject: Town Administrator's Report
Date: September 23, 2016

This report is for the period September 10, 2016 through September 23, 2016.

1. General
 - a. An RFP for the police station has been issued. Subcontractor bids are due September 27 and general contractor bids are due October 11.
 - b. A design RFP for the expansion of the White Crest parking lot has been issued.
2. Fiscal Matters
 - a. Recommended FY 2018 budget policy has been sent to the Selectmen in advance of their September 27th meeting.
 - b. Preparations for the FY 2018 budget are under way.
 - c. Union negotiations with the WEA and Police Officers Union will be begin shortly. Both have contracts which expire June 30, 2017.
3. Meetings
 - a. September 12, 2016 – Board of Library Trustees meeting.
 - b. September 13, 2016 – Don and Martha, Herring River Restoration Project.
 - c. September 14, 2016 – Jay Coburn, Community Development Partnership.
 - d. September 14, 2016 – John, Mayo Creek Restoration.
 - e. September 19, 2016 – Chuck Cole, South Wellfleet Residents Association.
 - f. September 20, 2016 – Board of Water Commissioners Public Forum.
 - g. September 20, 2016 – Joe Aberdale - discussion regarding dredging.
4. Complaints.
 - a. 25 Holbrook – tree branch cutting
5. Miscellaneous.
 - a. Planned future meetings include Representative Peake (10/05) and the U.S. Department of Agriculture.
 - b. October staff meeting with department heads will focus on fees and grant revenue, a discussion of what we can do to increase them.
6. Personnel Matters:
 - a. Current employment vacancies (Charter 5-3-2 (i)):
 - i. Transfer Station equipment operator position was re- advertised and the deadline has now passed.



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Tuesday, September 27, 2016

VIII

VIII. CORRESPONDENCE AND VACANCY REPORT

Date: September 22, 2016
To: Board of Selectmen
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: **One application 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

Cultural Council (no more than 15 members)

Vacant Positions	Appointing Authority	Length of Term
2 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 Position	Town Moderator	2 years to complete term
1 Alternate Position		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

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

Open Space Committee (7 Members)

Vacant Position	Appointing Authority	Length of Term
1 Position	Board of Selectmen	1 year

Requesting Appointment: **One application 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

Recreation Committee (5 members)

Vacant Positions	Appointing Authority	Length of Term
1 Position	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

Zoning Board of Appeals (9 members)

Vacant Positions	Appointing Authority	Length of Term
1 Alternate Position	Board of Selectmen	1 year to fill term

Requesting Appointment: **One application on file**



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Tuesday, September 27, 2016

IX

IX. MINUTES [SEPTEMBER 13, 2016]

REQUESTED BY:	Executive Assistant
DESIRED ACTION:	Approval of meeting minutes
PROPOSED MOTION:	I move to approve the minutes of September 13, 2016 as printed/as amended.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



DRAFT
Wellfleet Board of Selectmen
Minutes of September 13, 2016
Wellfleet Senior Center

Present: Selectmen Dennis Murphy, Helen Miranda Wilson, Janet Reinhart; Jerry Houk; Town Administrator Dan Hoort, Assistant Town Administrator Brian Carlson

Regrets: Berta Bruinooge

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

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

- Wilson and Dick Elkin announced a notice from Cape Light Compact and the Cape Cod Technology Council about a meeting hosted by the Wellfleet Community Forum on September 24 at 2 pm at the Library to discuss the proposed by Eversouce Smart Grid Plan currently under review by the Department of Public Utilities.
- Reinhart announced that the Fire Chief will speak about public water and fire safety at the Library on September 20 at 6 pm.
- Murphy informed that MOU III of the Herring River Restoration Project and approved has been signed upon satisfactory review by legal counsel.
- Hoort announced that Article 41 of the 2016 Annual Town Meeting has been ruled against by the Attorney General.
- Tom Chimento raised concerns about the appearance of the Beaches due to beach bon fires and said that he had submitted pictures of how Newcomb Hollow beach looks like.

Murphy opened the public hearing(s) at 7:05 pm.

Tax Classification Hearing for FY 2017

Town Assessor Nancy Vail presented the classification Hearing Memo¹ for FY 2017. She informed the Selectmen of the available options and recommended to retain the single tax rate.

MOTION 217-051: Reinhart moved to retain the single tax rate to make the residential factor numeral 1 for FY 17. Wilson seconded and the motion passed 4-0.

After the motion Vail answered a question by Erica Wagner about the potential burden to non-residents if Option One was the preferred choice.

Amendment in Shellfish Rules and Regulations, 7.15.3

Shellfish Constable Andrew Koch presented the proposed amendment to the Shellfish Rules and Regulations, 7.15.3 by first giving background information about the amendment and the effects of the changes. Barbara Austin, Chair of the SAB was concerned about the frequent amendments and the printing costs. Wilson said that this amendment needs to just be posted on the web site.

MOTION 217-052: Wilson moved to approve the amendment to 7.15.3 of the Shellfish Rules and Regulations as printed. Murphy seconded and the motion passed 4-0.

DRAFT

Seasonal to Annual Liquor License for Chap + Wags, Inc. dba The Wagner at Duck Creek

Leon E. Wagner and Erica Wagner presented their request for Annual Liquor license for Chap + Wags dba The Wagner at Duck Creek. Houk expressed concerns that it might take a long time for the approval process with the Mass ABC and suggested seeking the assistance of Sarah Peake if needed. Reinhart wanted to know the specific areas to be licensed for serving alcohol. Houk complimented the owners for the well done job restoring the venue. Stephen Polowczyk, Rhonda Fowler and May-Ellen Manning agreed with Houk's compliments.

MOTION 217-053: Reinhart moved and Wilson seconded to approve the request of Leon E. Wagner for Chap + Wags, Inc. dba The Wagner at Duck Creek to change from a Seasonal Liquor License to an Annual Liquor License. The motion passed 4-0.

Appointments/Reappointments

The selectmen interviewed Rhonda Fowler, who had expressed interest to serve on the Cultural Council, Recycling Committee and/or Recreation Committee.

MOTION 217-054: Wilson moved and Reinhart seconded to appoint Rhonda Fowler to the Cultural Council and the Recreation Committee with terms ending June 30, 2019. The motion passed 4-0.

In the absence of Brenda Correia the selectmen postponed reviewing her request for appointment to the Personnel Board with term ending June 30, 2019

Appointments to the Herring River Restoration Project MOU III Executive Committee

MOTION 217-055: Reinhart moved to appoint Helen Miranda Wilson to the Herring River Restoration Project MOU III Executive Committee. Murphy seconded and recognized the dedicated service of Wilson to this project. The motion passed 4-0.

MOTION 217-056: Wilson moved to appoint Dennis Murphy to the to the Herring River Restoration Project MOU III Executive Committee. Reinhart seconded and recognized the service of Murphy to this project. The motion passed 4-0.

Business: Approval of Department of Public Works request for fall tax bill insert

MOTION 217-057: Reinhart moved to approve the DPW insertion with the fall tax bills. Wilson seconded and the motion passed 4-0.

BOS Meeting schedule for October and November

The selectmen discussed options for additional meeting in October and November and decided to have a meeting on October 4 at 4 pm at Town Hall; October 25, November 1 and 22, 2016.

Open the Warrant for Special Town Meeting

Hoort requested a motion to open the warrant for 2016 Special Town Meeting.

MOTION 217-058: Wilson moved to open the warrant for Special Town Meeting on November 15, 2016 and close it on October 4, 2016 at 4:00 PM. Reinhardt seconded and the motion passed 4-0.

Draft ATM 2017 and FY 2018 Budget Schedule

Hoort presented the draft FY 2018 Budget Schedule and 2017 ATM and said that there is no action required at this time.

DRAFT

Approval of final 2016-2017 Board of Selectmen Goals

The selectmen reviewed the final list of goals for 2016-2017. As a result discussion ensued about the need for full time building inspector. This matter will be reviewed during one of the coming meetings. Hoort will gather more information to assist the Board in their review.

MOTION 217-059: Reinhart moved to approve the 2016-2017 BOS goals as printed. Wilson seconded and the motion passed 4-0.

Town Administrator's Report

Hoort presented his report² and said that he will be looking for feedback and directions for the set goals and will give a monthly update on the goals status. Houk asked for status update on the Transfer Station Operator vacancy. Hoort explained that the interviewing process has not begun yet, but he will be involved and will update the Board when more information is available.

Future Concerns

- Reinhart expressed interest to revisit and research electronic voting in Wellfleet. Houk opposed. Wilson expressed concerns about frequency of malfunctioning.
- Wilson said that the FEMA Hazard Mitigation Plan draft has been revised and will require further studying.
- Wilson asked for the Planning Board recommendation about the National Park Services Landing Strip swap.
- Houk asked for update on the White Crest parking expansion.

Correspondence³ and Vacancy⁴ Report

Reinhart said that the correspondence about an illegal sign of the landscaping company should be addressed. Wilson talked about the letter received by OCHS on August 25, 2016 and the fact that they have identified on-site well. Houk recognized Wilson for her suggestion to look for water source on site.

Minutes

MOTION 217-060: Reinhart moved and Wilson seconded to approve the minutes⁵ of August 23, 2016 as amended by Wilson. The motion passed 4-0.

Adjournment

MOTION 217-061: Wilson moved to adjourn the meeting at 8:43 pm. Reinhart seconded and the motion passed 4-0.

Respectfully submitted,

Michaela Miteva, Executive Assistant

Public Record Documents:

¹ Classification Hearing – Fiscal 2017 Assessor's Memo

² TA Report of

³ Correspondence Report of August 23, 2016

⁴ Vacancy Report of August 18, 2016

⁵ Draft minutes of August 9, 2016