



RECEIVED  
TOWN OF WELLFLEET

2017 JUL -7 AM 8:02

## Board of Selectmen

**The Wellfleet Board of Selectmen will hold a public meeting on Tuesday, July 11, 2017 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** *(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) [7:00]**
  - A.** Myron, Judy P and Rebecca Taylor to transfer shellfish grant licenses #734 and 734A from Myron, Judy P and Rebecca Taylor to Myron Taylor and Rebecca Taylor and to renew shellfish grant licenses #734 and 734A for a 10-year period.
  - B.** Joseph Gray and Louis Doucette to transfer shellfish grant license #755 from Joseph Gray and Louis Doucette to Joseph Gray and Rachael Aurelie Finn. *(continued from 6/27/17)*
- III. Appointments/Reappointments**
  - A.** Tom Flynn to the Natural Resources Advisory Board with term to June 30, 2020.
  - B.** John Cumbler to the Conservation Commission with term to June 30, 2019.
  - C.** Jayne Oliva Faxon to the Conservation Commission with term to June 30, 2018
- IV. Use of Town Property**
  - A.** Aine Cole/Thomson Family Adventures for a clambake on September 5, 2017 from 5 pm to 8 pm at Duck Harbor.
- V. Business**
  - A.** Request for FY 2017 year-end budget transfers [TA]
  - B.** Briefing on a follow-up program to the Solarize Wellfleet Program [Dick Elkin]
  - C.** Conflict of Interest Law Review [TA]
- VI. Town Administrator's Report**
- VII. Topics for Future Discussion**
- VIII. Correspondence and Vacancy Report**
- IX. Minutes** [June 20, June 27 and July 5, 2017]
- X. Adjournment**



## BOARD OF SELECTMEN

AGENDA ACTION REQUEST  
Tuesday, July 11, 2017

# II

## II. PUBLIC HEARING(S)

<b>REQUESTED BY:</b>	Myron, Judy P and Rebecca Taylor
<b>DESIRED ACTION:</b>	Approve transfers and renewals of shellfish grant licenses.
<b>PROPOSED MOTION:</b>	I move to approve the request of Myron, Judy P and Rebecca Taylor to transfer shellfish grant licenses #734 and 734A from Myron, Judy P and Rebecca Taylor to Myron Taylor and Rebecca Taylor and to renew shellfish grant licenses #734 and 734A for a 10-year period.
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):  
<b>VOTED:</b>	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, July 11, 2017 at 7:00 p.m. in the Wellfleet Council on Aging to consider the following:

- Application received June 27, 2017 from Myron, Judy P and Rebecca Taylor to transfer shellfish grant licenses # 734 and 734A from Myron, Judy P and Rebecca Taylor to Myron Taylor and Rebecca Taylor and to renew shellfish grant licenses # 734 and 734A for a ten year period.

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

WELLFLEET BOARD OF SELECTMEN

APPLICATION FOR RENEWAL OF SHELLFISH GRANT LICENSE

Date: 12 Dec 2016

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

I/We hereby request renewal of Shellfish Grant License # 734 and 734A, located at

Mayo Beach, Wellfleet Harbor, in Wellfleet MA and consisting of 3.5 acres,

and dated 5 Sept. 2007, 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.

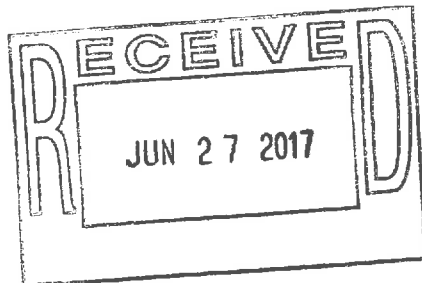
Judy P. Taylor  
Myron G. Taylor  
Signature Rebecca Taylor

Myron G. Taylor, Judy P. Taylor  
Name Rebecca H. Taylor

135 Coles Neck Rd.  
Mailing Address

Wellfleet MA 02667

508-349-3527  
Telephone Number



To: Wellfleet Board of Selectmen

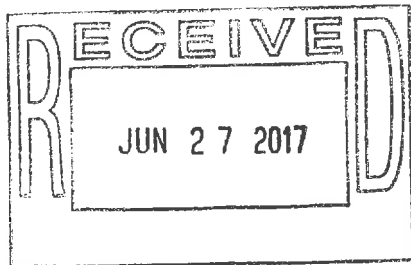
300 Main Street

Wellfleet, MA 02667

We hereby request a 10 year renewal of the Shellfish Grant Licenses #734 and #734A, located in Wellfleet Harbor and consisting of 3.5 acres..

We ask that Judy P. Taylor's name be removed from the license. The names of Myron G. Taylor and Rebecca H. Taylor will remain on the license.

Thank you for your consideration.



Myron G Taylor  
Judy P. Taylor  
Rebecca H. Taylor



## BOARD OF SELECTMEN

AGENDA ACTION REQUEST  
Tuesday, July 11, 2017

# II

## II. PUBLIC HEARING(S)

<b>REQUESTED BY:</b>	Joseph Gray and Louis Doucette
<b>DESIRED ACTION:</b>	Approve a shellfish grant transfer
<b>PROPOSED MOTION:</b>	I move to approve the request of Joseph Gray and Louis Doucette to transfer shellfish grant license #755 from Joseph Gray and Louis Doucette to Joseph Gray and Rachael Aurelie Finn.
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):  
<b>VOTED:</b>	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, June 27, 2017 at 7:05 p.m. in the Wellfleet Council on Aging to consider the following:

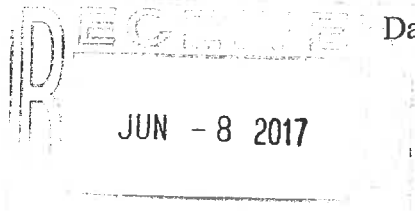
- Application received June 8, 2017 from Joseph Gray and Louis Doucette to transfer shellfish grant license # 755 from Joseph Gray and Louis Doucette to Joseph Gray and Rachel Aurelie Finn.

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

WELLFLEET BOARD OF SELECTMEN

APPLICATION FOR TRANSFER OF SHELLFISH GRANT LICENSE

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



Date: APRIL 23, 2017

I/We hereby request transfer of Shellfish Grant License # 755

From LOUIE DOUCETTE, Joseph Gray

To RACHAEL AURELIE FINN

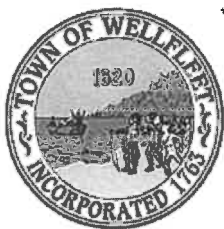
Said grant license is located at Mayo Beach, in Wellfleet, MA

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

by Slide and dated \_\_\_\_\_

<u>X Joseph W. Gray</u>	<u>X Louie Doucette</u>	<u>X Rachael A. Finn</u>
		Signature(s)
<u>X Joseph W. Gray</u>	<u>X</u>	<u>X RACHAEL AURELIE FINN</u>
		Name(s)
<u>X 3045 BROWNSNECK ROAD</u>	<u>X 20 FRANKLIN LN</u>	<u>X 30 OLD PIER RD.</u>
<u>WELLFLEET</u>	<u>WELLFLEET</u>	Mailing Address
		<u>WELLFLEET, MA 02667</u>
<u>(508) 349-3673</u>	<u>X (508) 349-1957</u>	<u>X (508) 237-3077</u>
<u>X (508) 246-4876</u>	<u>(508) 246-9957</u>	Telephone
<u>X</u>	<u>X</u>	<u>X rafinn349@gmail.com</u>
		Email





## BOARD OF SELECTMEN

AGENDA ACTION REQUEST  
Tuesday, July 11, 2017

# III

### III. APPOINTMENTS/REAPPOINTMENTS

<b>REQUESTED BY:</b>	Tom Flynn
<b>DESIRED ACTION:</b>	Fill a vacancy on the NRAB
<b>PROPOSED MOTION:</b>	I move to appoint Tom Flynn to the Natural Resources Advisory Board with term to June 30, 2020.
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):  
<b>VOTED:</b>	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 it to:

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

☐ Name Tom Flynn Date 28 June 17

Mailing Address P.O. Box 1124  
Wellfleet MA 02667

Phone (Home) 508 214 0154 (cell) 315 391 3045

E-mail TFFlynn40@Gmail.com

☐ Please describe briefly any work experience, including volunteer service, that you feel would be useful to the Town: Ex Chair Coastal & Pond Access Comm.

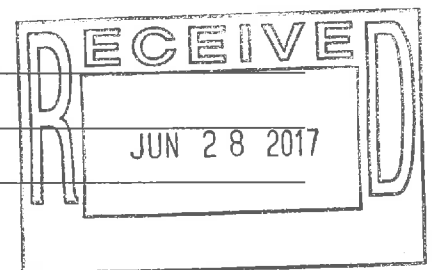
served on Bldg need Comm, served on original  
Water Advisory Board

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

Ret Senior Project Eng, Worked for SUNY ESF school

☐ Committees/Boards of Interest: 1) NRAB

2) \_\_\_\_\_  
3) \_\_\_\_\_





## BOARD OF SELECTMEN

AGENDA ACTION REQUEST  
Tuesday, July 11, 2017

# III

### APPOINTMENTS/REAPPOINTMENTS

<b>REQUESTED BY:</b>	John Cumbler
<b>DESIRED ACTION:</b>	Fill a vacancy on the ConsComm (2 vacancies for 2 unexpired terms)
<b>PROPOSED MOTION:</b>	I move to appoint John Cumbler to the Conservation Commission with term to June 30, 2019.
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):  
<b>VOTED:</b>	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 it to:  
Wellfleet Selectmen's Office, Town Hall, 300 Main Street, Wellfleet, MA 02667

☐ Name John Cumbler Date 6/26/17

Mailing Address 380 Old Chagnessett Neck Rd  
Wellfleet MA 02667

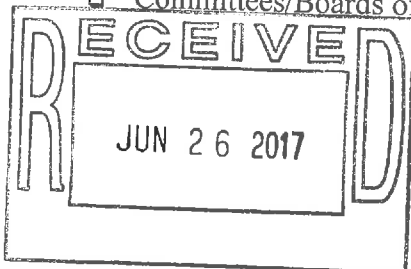
Phone (Home) 508 349-7226 (cell) 508-640-8934

E-mail \_\_\_\_\_

☐ Please describe briefly any work experience, including volunteer service, that you feel would be useful to the Town: I am an environmental studies Prof. -  
retired. I have an understanding of the regs  
regarding conservation. I am on Open Spaces  
Committee.

☐ Please add any other information that you think may be useful, including education or other formal training, specialized courses, professional licenses or certifications, etc.:  
I am on ~~Public Health~~ Board of Health which  
I will leave to go on Con Com.

☐ Committees/Boards of Interest: 1) Conservation Commission  
2) \_\_\_\_\_  
3) \_\_\_\_\_





## BOARD OF SELECTMEN

AGENDA ACTION REQUEST  
Tuesday, July 11, 2017

III

### APPOINTMENTS/REAPPOINTMENTS

<b>REQUESTED BY:</b>	Jayne Oliva Faxon
<b>DESIRED ACTION:</b>	Fill a vacancy on the ConsComm (2 vacancies for 2 unexpired terms)
<b>PROPOSED MOTION:</b>	I move to appoint Jayne Oliva Faxon to the Conservation Commission with term to June 30, 2018.
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):   
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



**TOWN OF WELFLEET**  
**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 JAYNE OLIVA FAXON Date 6/6/17

Mailing Address 104 CHEQUESSETT KNOLLS DRIVE  
WELFLEET, MA 02667

Phone (Home) 508 349 2938 (cell) 617.901.2311

E-mail jayneoliva@gmail.com

☐ Please describe briefly any work experience, including volunteer service, that you feel would be useful to the Town: I KNOW HOW TO GET STUFF DONE. AS A HEALTH CARE

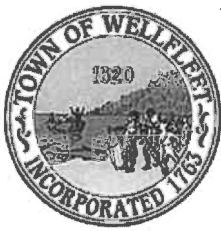
CONSULTANT. I RESPECTIVELY LISTEN, OBSERVE + GUIDE GROUPS (often  
comprised of people w/ separate perspectives/positions) to create a  
VISION + GUIDE them over the finish line to task completion.

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

- MBA in finance + marketing
- Annual pro bono project with select community  
health centers
- multiple kids' school events - planning + execution

☐ Committees/Boards of Interest: 1) Open Space  
2) Conservation Commission  
3) \_\_\_\_\_





## BOARD OF SELECTMEN

AGENDA ACTION REQUEST  
Tuesday, July 11, 2017

# IV

## USE OF TOWN PROPERTY

<b>REQUESTED BY:</b>	Aine Cole/Thomson Family Adventures
<b>DESIRED ACTION:</b>	Approve a request for use of Town property
<b>PROPOSED MOTION:</b>	I move to approve the request of Aine Cole/Thomson Family Adventures for a clambake on September 5, 2017 from 5 pm to 8 pm at Duck Harbor with a use fee of \$100 and conditions as listed on the use form.
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s): _____
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____

APPLICATION FOR PERMIT TO USE TOWN OWNED PROPERTY

TOWN OF WELLFLEET  
300 MAIN STREET  
WELLFLEET, MA 02667

Applicant Aine Cole Affiliation or Group Thomson Family Adventures

Telephone Number 774-722-4397 Mailing Address 14 Mt. Auburn St. Watertown

Email address aine@familyadventures.com MA 02472

Town Property to be used (include specific area) Mayo Beach, Indian Neck, Whitewater

- any of these - also open to suggestions! Duck Harbor

Date(s) and hours of use: Tuesday, Sept. 5<sup>th</sup>, 2017 around 5pm-8

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.

• my company is having a travel conference on The Cape and would like to host a clambake for our international partners. • 30-40 ppl  
• Clambakes Etc. will cater • we will provide table & chairs • pot-style  
• carpooling • we understand no alcohol • clambake will be on The beach  
(we hope!)

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

- no services - we will be setting up & cleaning up  
completely. It will be private event.

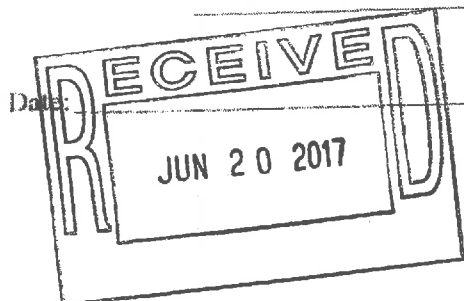
NOTE TO APPLICANTS: All applications must be accompanied by a non refundable \$50.00 processing fee. Applications must be received at least 30 days prior to the first event date to insure that all reviews can be completed prior to the event. This application is only for permission to use Town property. 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): \_\_\_\_\_





Processing Fee: \$50.00 paid



Fee: \_\_\_\_\_

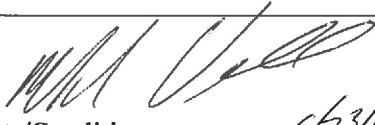

(over)


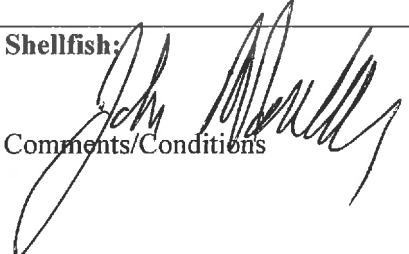


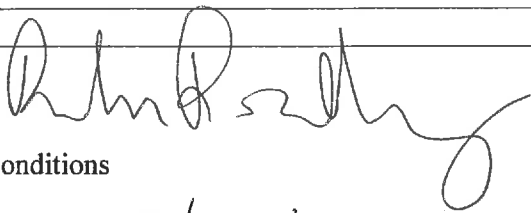
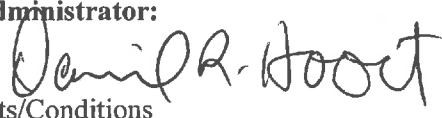
APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

<b>Health/Conservation Agent:</b>  Comments/Conditions: <b>PRIVATE EVENT</b> Permits/Inspections needed:	<b>Inspector of Buildings:</b>  Comments/Conditions: Permits/Inspections needed: <b>6-22-17</b>
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<b>Police Department:</b> Comments/Conditions:  <b>6/20/17</b> <b>OK</b>	<b>Fire Department:</b> Comments/Conditions:  <b>6/23/17</b> <b>OK</b>
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<b>DPW:</b>  Comments/Conditions: <b>6/23/17</b>	<b>Community Services Director:</b>  <b>6/23/17</b> Comments/Conditions: <b>OK for Indian Neck.</b>
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<b>Harbormaster:</b>  Comments/Conditions: <b>6/24/17 OK</b>	<b>Shellfish:</b>  Comments/Conditions:
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<b>Recreation:</b>  Comments/Conditions: <b>6/23/17</b>	<b>Town Administrator:</b>  Comments/Conditions: <b>RESPONSIBLE FOR TRASH REMOVAL</b>
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## BOARD OF SELECTMEN

AGENDA ACTION REQUEST  
Tuesday, July 11, 2017

V

### BUSINESS

<b>REQUESTED BY:</b>	TA
<b>DESIRED ACTION:</b>	Approve FY 2017 year-end budget transfers
<b>PROPOSED MOTION:</b>	I move to approve the FY 2017 year-end budget transfers as presented, subject to changes as a result to unprocessed FY 2017 payroll and vendor bill adjustments.
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s): _____
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____

Year End Transfers								
Department	Department Name	Deficit Item	Deficit Amounts	Coming From	Explanation (attached)			
124	General Admin	Salaries	1,144.22	Tax Collector Salaries		1		
124	General Admin	Expenditures	4,104.85	Tax Title/TA Salaries		2		
135	Town Accountant	Salaries	31,012.82	Acct Stipend/Tax Collector		3		
135	Town Accountant	Expenditures	728.03	BOS Expenditures		4		
141	Assessors	Salaries	694.49	Assessor Expenditures		5		
145	Treasurer	Salaries	806.57	Treasurer Expenditures		6		
151	Legal	Expenditures	5,539.37	DPW/Transfer Exp		7		
153	Computerization	Expenditures	3,975.19	DPW/Transfer Exp		8		
162	Elections	Part Time	770.25	BOS Expenditures		9		
162	Elections	Expenditures	1,554.25	BOS Expenditures		9		
241	Building Department	Salaries	22,960.73	S/T Int Enc		10		
241	Building Department	Expenditures	5,170.04	Treasurer Expenditures		11		
302	CC Reg HS District	Assessments	1.00	Audit Expenditures		12		
423	DPW Snow Removal	Salaries	1,996.99	Treasurer Expenditures		13		
423	DPW Snow Removal	Expenditures	4,508.19	Treasurer Expenditures		13		
510	Health/Conservation	Salaries	3,173.27	Health Expenditures		14		
541	COA	Salaries	3,104.25	TA Expenditures		15		
541	COA	Expenditures	3,203.49	Treasurer Expenditures		16		
630	Recreation	Expenditures	1,905.98	Audit Expenditures		17		
660	CS Director	Salaries	4,689.71	Tax Title Expenditures		18		
699	Beach Program	Salaries	11,749.10	TA Expenditures		19		
912	WC Insurance	WC Insurance	23,583.75	DPW/Transfer Exp		20		
914	Group Insurance	Fringe Benefits	30,258.34	Fring Benefits Enc		21		
915	Group Ins Life	Fringe Benefits	198.52	Audit Expenditures		22		
916	Town Medicare	Medicare Share	4,507.86	Tax Title Expenditures		23		
940	Miscellaneous	Work Off Program	4,185.00	Planning Board		24		
710	Debt Service	Expenditures	5,000.00	Planning Board		25		
630	Recreation	Baker's Field Benches	3,466.00	Recreation Salaries		26		
630	Recreation	Cables for Basketball	2,175.00	Recreation Salaries		26		

1. General Admin – The deficit is due to an employee retirement.
2. General Admin – The copier lease cost included more charges than we had seen previously, causing a deficit in the budget.
3. Town Accountant – The former Accountant had been paid through May using her vacation causing an overage in salaries. However, she had budgeted a stipend for this reason in the FY17 budget, and the offset will be coming from this stipend.
4. Town Accountant – Due to the former Accountant's retirement, there were some charges that occurred. These charges had allowed the new Accountant to receive the office supplies she needed as well as immediately start attending education courses at UMASS Amherst.
5. Assessors – Due to longevity, there was a shortage in the budget.
6. Treasurer – Due to a retirement, there was a shortage in the budget.
7. Legal – This is due to ongoing legal issues and a shortage in the budget.
8. Computerization – This is in deficit due to purchasing equipment and computer screens.
9. Elections – The overage was due to the special election on November 16<sup>th</sup> (Police Station Project).
10. Building Department – The overage is due to hiring a full time inspector. We previously had a part time inspector.
11. Building Department – This is due to an overage in the budget paying the interim inspector.
12. CC Reg HS District – The dollar shortage is from a shortage in the budget.
13. DPW Snow Removal – The deficits are due to our storms this past winter season.
14. Health/Conservation – Due to vacation buyout, there was a shortage in the budget.
15. COA – Due to vacation buyout and longevity, there was a shortage in the budget.
16. COA – The deficit is due to an overage in contract services.
17. Recreation – The budget is in deficit due to supplies needed for the Road Race. Because the Road Race is on July 2<sup>nd</sup>, supplies need to be ordered before that occurs.
18. CS Director – The adjustment for FY17 budget was overlooked and not completed; I will be balancing this out with the transfer.
19. Beach Program – Due to the office being open a week earlier this year, there was a shortage in the budget.
20. WC Insurance – Due to more claims, the rate has increased, causing an overage in the budget.
21. Group Ins Life – This is due to a timing issue from the beginning of FY17. The money had been encumbered by the former Accountant and I will be doing the transfer to clear it.

22. Group Ins Life - This is due to a timing issue from the beginning of FY17. The money has been encumbered by the former Accountant and I will be doing the transfer to clear it.
23. Town Medicare – The deficit is due from a shortage in the budget.
24. Work Off Program – This is due to an offset issue; the deposit has been done and we will be balancing it out shortly.
25. Debt Service – This shortage is due to the error in the budget.
26. \$3466.00 will be to cover the cost of replacing the outdoor bleachers and team benches for the Baker's Field ball fields. A post winter inspection by the Wellfleet DPW and Recreation Staff deemed these items to be unsafe for further use by the public and were removed from the field in May. They are necessary items for use by the Summer Recreation Program and for public use of Baker's Field.
- \$2175.00 will be used to pay half the cost of repairing the Galvanized Aircraft Cables used to raise and lower the basketball goals at the Wellfleet Elementary School. The cost is being split between the School and the Recreation Department because both departments use these mechanisms. Insurance inspection of these mechanisms require they be fixed immediately due to safety concerns.



## BOARD OF SELECTMEN

AGENDA ACTION REQUEST  
Tuesday, July 11, 2017

V

### BUSINESS

<b>REQUESTED BY:</b>	Dick Elkin, Energy Committee Chair
<b>DESIRED ACTION:</b>	Hear a briefing on a follow-up to the Solarize Wellfleet program
<b>PROPOSED MOTION:</b>	TBD
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s): _____
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____

## Michaela Miteva

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**From:** Dick Elkin <dickelkin@gmail.com>  
**Sent:** Friday, June 23, 2017 12:41 PM  
**To:** Michaela Miteva  
**Subject:** Re: Wellfleet Board of Selectmen meeting agenda for Tuesday, June 27, 2017 at 7:00 p.m. at the COA

Hi Michaela,

I would like to get on the BoS agenda for the next available meeting (in July) to brief them on a follow-up program to the Solarize Wellfleet program we did three years ago. Here is a brief description.

The Wellfleet Energy Committee would like to join with four other Outer Cape Towns to submit a joint proposal to the Massachusetts Clean Energy Center (MassCEC ) for the "Solarize Plus" program. If the proposal is funded, the participating town energy committees will work together to implement the program. The core of the program will be a series of meetings (likely two per month beginning in the Fall for approximately six months) to publicize and encourage residents and businesses to:

- a. Learn about the free energy audit and subsidized energy efficiency and related measures available from the Cape Light Compact;
- b. Sign up for an assessment of and, if appropriate, installation of solar panels, and;
- c. Learn about, and if appropriate, adopt additional energy efficiency and related measures (air-source heat pumps, air-source hot water heaters, and electric vehicles).

The benefits of this collaboration are: with a larger team than one town can manage, we will be able to provide more community meetings (2 per month) and we will have more purchasing power in negotiating with vendors. With your concurrence with this concept, we will prepare a MassCEC proposal and sent it to you for your approval at the following Board of Selectman meeting.

Regards,

*Dick Elkin*

100 Catboat Road

PO Box 225

S Wellfleet, MA 02663

(508) 349 2853

(508) 358 2461 (cell)

On Fri, Jun 23, 2017 at 12:21 PM, Michaela Miteva <[Michaela.Miteva@wellfleet-ma.gov](mailto:Michaela.Miteva@wellfleet-ma.gov)> wrote:



## BOARD OF SELECTMEN

AGENDA ACTION REQUEST  
Tuesday, July 11, 2017

V

### BUSINESS

<b>REQUESTED BY:</b>	TA
<b>DESIRED ACTION:</b>	Hear a review of the Conflict of Interest Law
<b>PROPOSED MOTION:</b>	N/A
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



**DISCLOSURE BY NON-ELECTED MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST  
AND DETERMINATION BY APPOINTING AUTHORITY  
AS REQUIRED BY G. L. c. 268A, § 19**

	<b>MUNICIPAL EMPLOYEE INFORMATION</b>
Name:	Helen Miranda Wilson
Title or Position:	Herring River Executive Council member.
Municipal Agency:	An Intergovernmental Group consisting of the Towns of Truro, Wellfleet and the Cape Cod National Seashore.
Agency Address:	<ul style="list-style-type: none"> <li>• Wellfleet: 300 Main St. Wellfleet Ma 02667</li> <li>• Truro: 24 Town Hall Rd. PO Box 2030 Truro MA 02666</li> <li>• Cape Cod National Seashore: 99 Marconi Site Rd. Wellfleet MA 02667</li> </ul>
Office Phone:	Wellfleet: 508/349-0300; Truro: 508/349-7004; CCNS: 508/771-2144;
Office E-mail:	
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
	<b>PARTICULAR MATTER</b>
Particular matter	<p><b>Please describe the particular matter.</b></p> <p>I am currently elected to the Board of Selectmen in Wellfleet.</p> <p>In addition, I have been chosen by this Board to serve on the Herring River Executive Council as a representative of the Town as a whole. I have been sworn in to serve on the Council by the Town Clerk, in acknowledgement of my function being separate from my service on the Board of Selectmen.</p> <p>In the future, Wellfleet's taxpayers may be positively or negatively affected by this project, across the board. In addition to the tax rate, over 10% of the population may be otherwise positively or negatively affected by the restoration.</p> <p>At our 2016 Annual Town meeting, the voters approved Article 49 which "approved the appointment by the Board of Selectmen of two members of the Board to the Herring River Executive Council as provided in General Laws, Chapter 268A, Section 21A, or to do or act anything thereon."</p> <p>I am also an abutter to the area which <u>may</u>, in the future, be somehow affected by its implementation although I, personally, anticipate no substantial advantageous or adverse effects on my property or finances. I am fully informed of any foreseeable developments, and have been for many years.</p>

RECEIVED  
 JUL 05 2017  
 BY:

Your required participation in the particular matter:  E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	<b>Please describe the task you are required to perform with respect to the particular matter.</b>  To serve in an ongoing fashion on the Council according to Final Memorandum of Understanding for the Herring River Project (MOU III). Please see attached.
<b>FINANCIAL INTEREST IN THE PARTICULAR MATTER</b>	
<b>Write an X by all that apply.</b>	<input type="checkbox"/> <b>?_ I have a financial interest in the matter.</b>  <input type="checkbox"/> <b>My immediate family member has a financial interest in the matter.</b>  <input type="checkbox"/> <b>My business partner has a financial interest in the matter.</b>  <input checked="" type="checkbox"/> <b>X_ I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter.</b>  <input type="checkbox"/> <b>I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.</b>
<b>Financial interest in the matter</b>	<b>Please explain the financial interest and include a dollar amount if you know it.</b>  I can think of no effect, either economic or environmental, on my property that would influence my careful consideration of matters that come before the Executive Council or prejudice my participation during its decision-making process.
<b>Employee signature:</b>	
<b>Date:</b>	

#### DETERMINATION BY APPOINTING OFFICIAL

<b>APPOINTING AUTHORITY INFORMATION</b>	
<b>Name of Appointing Authority:</b>	Board of Selectmen Wellfleet MA
<b>Title or Position:</b>	Member of the Herring River Executive Council.
<b>Agency/Department:</b>	See above for the make-up of the Intergovernmental Council.
<b>Agency Address:</b>	See above.
<b>Office Phone:</b>	See above.
<b>Office E-mail</b>	
<b>DETERMINATION</b>	

Determination by appointing authority:	As appointing authority, as required by G.L. c. 268A, § 19, we have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.
Appointing Authority signature:	
Date:	
Comment:	

**Attach additional pages if necessary.**

**The appointing authority shall keep this Disclosure and Determination as a public record.**



## BOARD OF SELECTMEN

AGENDA ACTION REQUEST  
Tuesday, July 11, 2017

VI

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### **TOWN ADMINISTRATOR'S REPORT**



# TOWN OF WELLFLEET

300 MAIN STREET WELLFLEET MASSACHUSETTS 02667

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

[www.wellfleetma.org](http://www.wellfleetma.org)

To: Board of Selectmen  
From: Dan Hoort, Town Administrator  
Subject: Town Administrator's Report  
Date: July 7, 2017

This report is for the period June 24 through July 7, 2017.

1. General

- Completed Wellfleet Dredging Project informational piece to use with Army Corp of Engineers and legislators.
- Looking for a charging station installation proposals to bring to BOS.

2. Fiscal Matters

- Nothing new.

3. Meetings

- June 26 – Meeting regarding Herring River restoration
- June 27 – Meeting with Historical Society representative
- June 28 – Meeting with resident regarding error on their tax bill
- June 28 – Attended Finance Committee meeting
- June 29 – Meeting with Andrew Gottlieb and Herring River representatives
- June 29 – Meeting with W.H.A.T executive director
- July 6 – Site visit to follow-up on condition of roads
- July 7 – Follow-up meeting on Baker Field playground equipment installation delay

4. Complaints.

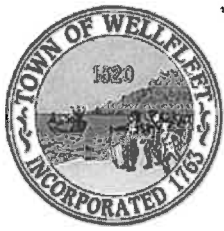
- Condition of roads

5. Miscellaneous.

- Planning for a fall (late October) economic vitality summit with business community and interested Wellfleet residents.

6. Personnel Matters:

- Begin negotiating with Nancy Civetta.



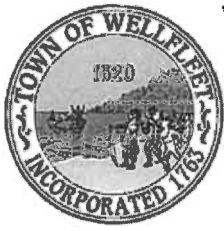
## BOARD OF SELECTMEN

**AGENDA ACTION REQUEST**  
Tuesday, July 11, 2017

## VII

## TOPICS FOR FUTURE AGENDAS

[illegible]



## BOARD OF SELECTMEN

AGENDA ACTION REQUEST  
Tuesday, July 11, 2017

VIII

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# CORRESPONDENCE AND VACANCY REPORT

Date: July 7, 2017  
To: Board of Selectmen  
From: Jeanne Maclauchlan  
Re: Vacancies on Town Boards

**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		

**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		

**Conservation Commission (7 Members)**

Vacant Position	Appointing Authority	Length of Term
<b>1 Position</b>	Board of Selectmen	<b>1 year to complete term</b>
<b>1 Position</b>		<b>2 years to complete term</b>
Requesting Appointment: One application on file		

**Cultural Council (no more than 15 members)**

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

**Energy Committee (11 members total)**

Vacant Positions	Appointing Authority	Length of Term
<b>1 BOS Rep</b>	Board of Selectmen	3 years

**Finance Committee (9 members, 2 alternate)**

Vacant Positions	Appointing Authority	Length of Term
1 Position	Town Moderator	3 years
2 Alternate Positions		3 years
Requesting Appointment: No applications on file		



**Herring Warden (1 Warden, 1 Assistant Warden)**

Vacant Positions                      Appointing Authority  
1 Assistant Position                  Board of Selectmen  
Requesting Appointment: No applications on file

Length of Term  
3 years

**NRAB (At least 3 members)**

Vacant Positions                      Appointing Authority  
                                                 Board of Selectmen  
Requesting Appointment: One application on file

Length of Term  
3 years (overlapping)

**Personnel Board (4 members + TA + FinCom Rep)**

Vacant Positions                      Appointing Authority  
2 Positions                              Board of Selectmen  
Requesting Appointment: No applications on file

Length of Term  
3 years

**Planning Board (7 members)**

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

Length of Term  
2 years to complete term

**Recycling Committee (11 members)**

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

Length of Term  
3 years

**Shellfish Advisory Board (7 Members, 2 Alternates)**

Vacant Positions                      Appointing Authority  
1 Alternate Position                  Board of Selectmen

Length of Term  
3 years

Requesting Appointment: No applications on file



## BOARD OF SELECTMEN

AGENDA ACTION REQUEST  
Tuesday, July 11, 2017

# IX

### MINUTES

<b>REQUESTED BY:</b>	Executive Assistant
<b>DESIRED ACTION:</b>	Approval of meeting minutes
<b>PROPOSED MOTION:</b>	<ol style="list-style-type: none"><li>1. I move to approve the minutes of June 20, 2017 as printed/as amended.</li><li>2. I move to approve the minutes of June 27, 2017 as printed/as amended.</li><li>3. I move to approve the minutes of July 5, 2017 as printed/as amended.</li></ol>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s): _____
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



**DRAFT**  
**Wellfleet Board of Selectmen**  
**Minutes of June 20, 2017**  
**Wellfleet Senior Center**

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

Chairman Murphy called the meeting to order at 4:00 PM.

**Announcements, Open Session and Public Comment – None.**

**Business: Vote to approve issuance of bond for the Police Station**

Hoort said that the interest rate came in at 2.66% - lower than the estimated 4% by the Building Needs and Assessment Committee. This lower interest rate will save money.

**MOTION 217-376:** Reinhart moved and Bacon seconded to approve the sale of the \$7,476,000 General Obligation Police Station Bonds of the Town dated June 29, 2017 (the "Bonds"), to FTN Financial Capital Markets at the price of \$7,765,842.15 and accrued interest, if any, is hereby approved and confirmed. The Bonds shall be payable on June 15 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2018	\$306,000	4.00%	2028	\$300,000	2.05%
2019	305,000	4.00	2029	300,000	2.20
2020	305,000	4.00	2030	295,000	2.30
2021	305,000	4.00	2031	295,000	3.00
2022	305,000	4.00	2032	295,000	3.00
2023	305,000	4.00	2033	295,000	3.00
2024	305,000	4.00	2034	295,000	3.00
2025	305,000	3.00	2037	885,000	3.00
2026	300,000	2.25	2039	590,000	3.25
2027	300,000	2.25	2042	885,000	3.25

**Further Voted:** that the Bonds maturing on June 15, 2037, June 15, 2039 and June 15, 2042 (each a "Term Bond") shall be subject to mandatory redemption or mature as follows:

**Term Bond due June 15, 2037**

<u>Year</u>	<u>Amount</u>
2035	\$295,000
2036	295,000
2037*	295,000

\* Maturity

**DRAFT**

Term Bond due June 15, 2039

<u>Year</u>	<u>Amount</u>
2038	\$295,000
2039*	295,000

Term Bond due June 15, 2042

<u>Year</u>	<u>Amount</u>
2040	\$295,000
2041	295,000
2042*	295,000

\* Maturity

Further Voted: that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated June 8, 2017, and a final Official Statement dated June 15, 2017 (the "Official Statement"), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Official Statement.

Further Voted: that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

Further Voted: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures in such form as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds.

Further Voted: that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Bonds were taken in executive session, all in accordance with G.L. c.30A, §§18-25, as amended. The motion passed 5-0.

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The Selectmen signed bond documents. Wilson apologized to the shellfishing community that the interviews of the finalists for the Shellfish Constable vacancy were scheduled during low tide.

### **Business: Change order for a Lift at the Wellfleet Police Station**

Police Chief Ronald Fisette presented the request for Change Order for the lift at the Police Station. The last estimate was for \$139,860.46. Fisette kindly requested the Board's approval.

**MOTION 217-377:** Reinhart moved and Bacon seconded to approve lift change order for the Wellfleet Police Station renovation/construction for up to \$145,000.00, and to authorize the Town Administrator to sign the change orders. The motion passed 5-0.

### **Business: Interviews of finalists for the Shellfish Constable vacancy**

The Selectmen interviewed five finalists for the Shellfish Constable vacancy. The Board asked the applicants to introduce themselves, to explain why they were interested in the position, to talk about their experience with the shellfishing industry and enforcement of regulations, and what they would do to improve and grow the shellfishing industry under the existing budget and staffing limitations. Of the three applicants with existing ties to the Wellfleet Shellfishing Industry (John Mankevetch, Kathleen Murphy and Michael Parlante) Wilson asked an additional question - to name at least four local and/or state code violations that are currently not being enforced. Murphy and Parlante also had to answer questions about possible conflict of interest due to the fact that both are operating businesses as commercial shellfish grant holders. All applicants were given the opportunity to state why they were the best candidate for the position. The applicants were interviewed in the following order and timeline:

1. John Mankevetch 4:19 pm To 4:59 pm
2. Stephen Wisbauer – 5:00 pm To 5:24 pm.
3. Kathleen Murphy – 5:25 pm To 5:59 pm.
4. Nancy Civetta – 6:01 Pm To 6:24 Pm.
5. Michael Parlante – 6:25 pm To 6:50 pm.

### **Business: Appointment of Shellfish Constable**

Wilson said that one additional resume had impressed her, but that candidate was not interviewed. She felt strongly that this person should be interviewed for the position before a final decision is made. Hoort explained why he had decided to not include the applicant in the interview process – this person has not worked in the shellfishing industry for 11 years, and there are qualified applicants available who are local and have experience in the industry. In conclusion Hoort clarified that if the applicant was qualified to do the job, he would have invited him to an interview regardless of his location, because he would like the best candidate for the job. The rest of the Selectmen did not feel that the discussed applicant should be interviewed and did not want to delay the hiring process any longer. The Selectmen discussed the interviewed finalists. Bacon and Reinhart were ready to vote, but Houk, Wilson and Murphy needed more time to decide. Discussion ensued where the Selectmen shared their impressions of each of the five finalists. At the end of the discussion, the Selectmen agreed to postpone the decision on the appointment to the next meeting on June 27, 2017.

### **Adjournment**

**MOTION 217-378:** Houk moved and Wilson seconded to adjourn the public meeting at 7:48 pm. The motion passed 5-0.

Respectfully submitted,  
Michaela Miteva, Executive Assistant

**Public Records Documents:** Resumes, cover letters and employment applications of the finalist for Shellfish Constable



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Wellfleet Board of Selectmen  
Minutes of June 27, 2017  
Wellfleet Senior Center

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

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

**Announcements, Open Session and Public Comment**

- Wilson thanked Ed Simpson for his many years of service on the Conservation Commission and other committees;
- Wilson said that after the last rain, the Gipsy Moth caterpillars have been gone and there should no longer be a need for spraying.
- Reinhart thanked the Wellfleet Arbor Group for the beautiful flowers planted in the front and back of Town Hall.
- Denny O'Connell announced that the Friends of Library annual book sale will be on July 9 from 9 am to 1 pm at the Town Hall driveway.
- The Selectmen recognized the birthday of selectman Jerry Houk.
- Reinhart brought up the idea of earlier time for meetings to be discussed in the future.

Murphy opened the public hearing at 7:05 pm.

**Public Hearing: Joseph Gray and Louis Doucette to transfer shellfish grant license #755 from Joseph Gray and Louis Doucette to Joseph Gray and Rachael Aurelie Finn**

Acting Shellfish Constable John Mankevetch recommended the transfer of the requested shellfish license. In the absence of Aurelie Finn, the Selectmen decided to continue the hearing to July 11.

**MOTION 217-379:** Wilson moved and Reinhart seconded to continue the public hearing to approve the request of Joseph Gray and Louis Doucette to transfer shellfish grant license #755 from Joseph Gray and Louis Doucette to Joseph Gray and Rachael Aurelie Finn to July 11, 2017. The motion passed 5-0.

Murphy closed the public hearing at 7:07 pm.

**Appointment of Shellfish Constable/ discussion of Shellfish Department**

Wilson opened the discussion by announcing her top three finalists - Stephen Wisbauer, followed by Nancy Civetta and Katie Murphy. Murphy's also had three finalists, but proposed to have each member come up with their top two candidates and have them re-interviewed. Reinhart agreed with Murphy. Bacon did not feel a need to re-interview and was ready to vote. Houk preferred hiring a Shellfish Constable from Wellfleet and his three choices were Nancy Civetta, John Mankevetch and Michael Parlante. Discussion ensued where the Selectmen had to narrow their choices to top two candidates. Murphy's top two choices were Nancy Civetta and John Mankevetch. Reinhart's top two choices were Nancy Civetta and Katie Murphy. Bacon's top two choices were Katie Murphy and John Mankevetch. Houk's top two choices were Nancy Civetta and Michael Parlante. Wilson's top two choices were Nancy Civetta and Stephen Wisbauer. Based on the top two rankings the Board will interview Nancy Civetta, John Mankevetch and Katie Murphy. A meeting will be scheduled for Wednesday, July 5 at 4 pm.

**Appointment of Mia Baumgarten to the Housing Authority to June 30, 2020.**

Hoort explained on December 13, 2016 the Board voted to recommend Mia Baumgarten's appointment to the Governor. The Governor failed to make his appointment within the 120-day period and now the appointment is



**DRAFT**

back in the hands of the Selectmen. Mia Baumgarten had work obligations and was not present. Elaine McIlroy expressed the support of the Housing Authority for Baumgarten's appointment.

**MOTION 217-380:** Pursuant to MGL, c. 121B, section 5 Wilson moved and Reinhart seconded to appoint Mia Baumgarten to the Housing Authority for the remainder of the term, expiring on January 20, 2021. The motion passed 5-0.

**Appointment of Janet Hymowitz to the Cultural Council with term to June 30, 2020.**

Janet Hymowitz stated her interest to serve on the Cultural Council.

**MOTION 217-381:** Reinhart moved and Bacon seconded to appoint Janet Hymowitz to the Cultural Council with term to June 30, 2020. The motion passed 5-0.

**Use of Town Property: Request of the Wellfleet Chamber of Commerce for an Annual Holiday Parade**

**MOTION 217-382:** Reinhart moved and Bacon seconded to approve the request of the Wellfleet Chamber of Commerce to use the Marina parking lot, Holbrook Avenue, Main Street and East Commercial Street for Annual Holiday Parade on July 4, 2017 from 8 am to 10 am with no use fee and conditions as listed on the use form. The motion passed 5-0.

**Request of Lee Wotherspoon/Quiet Mind Studio to offer yoga classes at the Marina Bandstand**

Lee Wotherspoon answered Selectmen's question related to her use of Town property request about any potential interference with the square dance and other recreational events at the bandstand. Murphy requested naming the Town of Wellfleet as an additional insured party. Suzanne Grout Thomas said that the bandstand is not handicap accessible and children may not be on the bandstand. The Board discussed railings and bandstand site safety and fee for the use.

**MOTION 217-383:** Wilson moved and Bacon seconded to approve the request of Lee Wotherspoon/Quiet Mind Studio to use the Marina bandstand for yoga classes from July 3 to August 28, 2017 from 5:15 pm to 7 pm with \$100 use fee and compliance with the conditions as listed on the use form contingent upon there being no requirement for handicapped access because it is on Town Property. Reinhart suggested to re-verify the fee. The motion passed 4-1 (Murphy).

**Use of Town Property: Request of Katherine Weeks/Sugar Surf Cape Cod for surf lessons White Crest Beach during low tide from June 20 to October, 2017.**

**MOTION 217-384:** Bacon moved and Reinhart seconded to approve the request of Katherine Weeks/Sugar Surf Cape Cod to use White Crest Beach for surf lessons from June 20 to October 30, 2017 during low tide with \$350 use fee and conditions as listed on the use form. The motion passed 5-0.

**Licenses: Food Truck and Common Victualer's License for Provincetown Pilgrim Properties, LLC**

Stephen Rome presented his request for a food truck license. Wilson pointed out that the use of this property for a food truck was grandfathered, and the use was not abandoned. Robin O'Malley expressed his support for approving this license. Hoort said that the ZBA does not have to sign off on this request, but the Building Inspector and the Health Agent must inspect it.

**MOTION 217-385:** Bacon moved and Reinhart seconded to approve the request of Stephen Rome/Provincetown Pilgrim Properties, LLC dba Kung Fu Dumplings for Common Victualer's and Food Truck License at 2520-A Route 6, Wellfleet, MA 02667 contingent on the approval of the Building Inspector and the Health Agent's approval. Janet Drohan, Board of Health member, clarified that one of the pre-requisites for a food truck is a commissary kitchen to go back to for cleaning and storage. The motion passed 5-0.

**Business: Review and approve a Conservation Restriction on part of the Hamblen Farm**

Denny O'Connell presented the Wellfleet Conservation Trust request for a conservation restriction and introduced the grantor Susan Anthony.

**MOTION 217-386:** Reinhart moved and Bacon seconded to approve the request of the Wellfleet Conservation Trust for a conservation restriction on part of Hamblen Farm as presented and sign the conservation restriction document. The motion passed 5-0.

**Business: Request for a sign on Town Hall lawn to promote the Wellfleet Town Hall Common Project and permission for traffic island acknowledgement sign(s)**

Sara Matto, Trudy Vermehren, Kai Potter, Tim Calis and Su Nicholson of the Wellfleet Arbor Group explained the benefits of a sign that will promote and help with fund raising for the Town Hall Common Project. Wilson advised them to check with the Building Inspector for sign sizes and requirements. Bacon and Reinhart thanked the Arbor Group for the beautiful plantings outside of Town Hall. Discussion ensued about the sign location.

**MOTION 217-387:** Reinhart moved and Wilson seconded to approve the request of Wellfleet Arbor Group for a sign outside of Town Hall to promote the Wellfleet Town Hall Common Project. The motion passed 5-0.

Vermehren asked the Selectmen for approval of small signs that the landscaping companies caring for traffic islands around Town could post to identify themselves. Murphy suggested checking with the Police and Fire Chiefs on this. Vermehren confirmed that the DPW and the State have been asked and no issues have been voiced. Wilson suggested making sure that no conflicts arise between individuals maintaining certain traffic islands and landscaping companies. No formal action was taken, but there was a mutual consensus of the Board's approval.

**Business: Discussion of Water and Wastewater and direction for the future: Joint meeting with Board of Water Commissioners & Comprehensive Wastewater Management Planning Committee.**

Board of Water Commissioners (BWC) Present: Curt Felix, Justina Carlson, Neil Gadwa, Catharie Nass; and Alex Hay of the Comprehensive Wastewater Committee (CWWC).

Carlson introduced the request of both committees and referred to the materials provided with the meeting packet. She asked for the Selectmen's support in getting a professional hired to support the functions of the Town's Water System and the water quality issues. She opened a discussion referring to the questions with the meeting materials. Murphy wanted to know the Board's position about the Master Plan and the fact that about 70% of the wells in Town still have a good water quality. Murphy was not sure where the next area of expansion should be, but his perspective was to get to the next problematic area with creative solutions. One option to go to South Wellfleet would be by cutting down Rose Lane to bypass some distance and install PVC pipes, which would be about third of the cost of the ductile iron pipes. Murphy said that future expansions could be worked out within the DPW work schedule. Wilson said that a management plan is required for a water system, but not a master plan. She felt that the water situation should be looked at individually and Wellfleet should avoid at any cost putting more pipe in the ground. Wilson suggested that the BWC work with the CWWC to work with neighborhoods in Town to take control of the water situation in Town. She felt that the BWC should pay for everything out of the Enterprise Fund. Budget. She offered to provide connections for volunteers and consultants, rather than having a full-time employee with unlimited powers. Bacon expressed her gratitude to the BWC and CWWC. She said that the Housing Partnership has hired a consultant to look for creative solutions to the Housing issues in Town and suggested that the BWC do the same. Reinhart was very supportive and agreed that a consultant is the way to go. Felix talked about water quality issues and potential liability that the Town might face because of the HRRP. The Selectmen recognized the fact that this is a complex issue that requires educating visitors and home-owners. Hay talked about the 208 Plan. He said that the charge of the CWWC will be completed with the Comprehensive Waste Water Management Plan. Hay wanted to know the answer of who is accountable for the water quality in Town, and the resulting requirements for reporting. Wilson cautioned about consultants that promote their own business. Felix explained that the Town of Wellfleet is the designated Waste Water Management Agency and has a shared responsibility with the towns of Eastham and Truro, but there is no designated staff person to manage this requirement. Carlson talked about the issues and the struggles of the BWC. Nass talked about the fire protection benefits of the fire hydrants and the lack of protection in most of the Town. Murphy wrapped up the discussion by summarizing the issues and agreeing that more meetings should be scheduled on this topic.



## **DRAFT**

### **Business: Approval of contract with a CDBG grant administrator to work with program income<sup>1</sup>**

Brian Carlson presented the request of Bailey Boyd and went over the CDBG program income details.

**MOTION 217-388**: Reinhart moved and Wilson seconded to approve the request of Bailey Boyd Associates for \$5,000 for FY 2018 CDBG grant administrator to work with program income. The motion passed 5-0.

### **Business: Acceptance of Mass Department of Energy Resources (DOER) Green Communities Division Competitive Grant award of \$120,432 and sign the contract<sup>2</sup>.**

The Selectmen congratulated ATA Brian Carlson for securing this funding. Carlson explained that the funding will go for energy efficiency improvements at the Police Station.

**MOTION 217-389**: Reinhart moved and Bacon seconded to accept the \$120,432 funding offered by Mass Department of Energy Resources (DOER) Green Communities Division Competitive Grant and sign the award contract. The motion passed 5-0.

### **Town Administrator's Report<sup>3</sup>**

Wilson and Bacon had questions, which Hoort answered.

### **Topics for Future Discussion**

- Bacon – Old COA and Shellfish shack status. Hoort said that appraisals are in progress to find out what can be done for these two buildings and he will report back once the results are in.
- Houk – snowplowing on private roads and status of the Marina area.
- Wilson – fill the vacancies on the Personnel Board; request all boards and committees to submit minutes in timely fashion.

### **Correspondence<sup>4</sup> and Vacancy<sup>5</sup> Report**

### **Minutes**

**MOTION 217-390**: Reinhart moved and Wilson seconded to approve the minutes<sup>6</sup> of June 13, 2017 as amended by Wilson. The motion passed 5-0.

### **Adjournment**

**MOTION 217-391**: Wilson moved and Reinhart seconded to adjourn the public meeting at 9:39 pm. The motion passed 5-0.

Respectfully submitted,

Michaela Miteva, Executive Assistant

### **Public Records Materials**

<sup>1</sup> **Contract with a CDBG grant administrator to work with program income**

<sup>2</sup> Mass DOER Grant Award and Contract

<sup>3</sup> TA Report of June 23, 2017

<sup>4</sup> Correspondence of June 27, 2017

<sup>5</sup> Vacancy Report of June 23, 2017

<sup>6</sup> Draft minutes of June 13, 2017



**DRAFT**

**Wellfleet Board of Selectmen  
Minutes of July 5, 2017  
Wellfleet Senior Center**

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

Chairman Murphy called the meeting to order at 4:00 PM.

**Business: Interviews of finalists for the Shellfish Constable vacancy**

Murphy introduced the purpose of the meeting. The Selectmen, with the exception of Bacon who had no further questions, asked each applicant whether they would consider an Assistant Constable position; how would the applicant make up for job skills they do not have; would the applicant be willing to create a track record of inspections and violations; what would the applicant do during the first 60 days on the job, how would preventative maintenance be addressed; would the applicant consider exploring the possibility of restoring the quahog population; what kinds of methods and techniques will be used to control predators; and the applicant's position on the Herring River Restoration Project. The timeline of the interviews was as follows:

- 1) Nancy Civetta: 4:01 pm – 4:30 pm.
- 2) John Mankevetch: 4:30 pm – 4:53 pm.
- 3) Kathleen Murphy: 4:53 pm – 5:10 pm.

**Business: Appointment of Shellfish Constable and discussion of the Shellfish Department**

After the interviews, all applicants were invited in. Bacon made a disclosure that her decision was not based on any influence, but on her own research. She read a closing statement to all finalists and said that Kathleen Murphy was her choice for the Shellfish Constable job. Houk felt that Mankevetch has earned his right to get the job. Reinhart's choice was Kathleen Murphy based on her degree, enthusiasm and civic duty. Wilson's choice was Nancy Civetta, but wanted to see Mankevetch in charge of propagation. Murphy was concerned with any possible appearance of conflict of interest with Kathleen Murphy and her partner's shellfish grant and therefore his choice was Nancy Civetta.

**MOTION 218-001:** Wilson moved and Murphy seconded to appoint Nancy Civetta as Shellfish Constable for a term of one year probationary period subject to contract negotiations. The motion failed 2-3 (Houk, Reinhart and Bacon).

**MOTION 218-002:** Reinhart moved and Bacon seconded to appoint Kathleen Murphy as Shellfish Constable for a term of one year probationary period subject to contract negotiations. The motion failed 2-3 (Houk, Murphy and Wilson).

**MOTION 218-003:** Houk moved and Bacon seconded to appoint John Mankevetch as Shellfish Constable for a term of one year probationary period subject to contract negotiations. The motion failed 1-4 (Bacon, Murphy Reinhart and Wilson).

The Board decided to take some time to reflect and decide on how to handle the appointment. Houk said that since there is no possibility of Mankevetch getting the job, he has changed his mind about Civetta.

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**MOTION 218-004**: Houk moved and Wilson seconded to appoint Nancy Civetta as Shellfish Constable for a term of one year probationary period subject to contract negotiations. Bacon said that Civetta may also have an appearance for conflict of interest and supported the appointment of Kathleen Murphy. Reinhart said that if the rules were followed, there would be no conflict of interest, and her vote would be for Kathleen Murphy based on ranking in different categories. Discussion ensued. The motion passed 3-2 (Bacon and Reinhart).

Murphy thanked John Mankevetch for his service. Hoort will work with Mankevetch and Civetta and come back to the Selectmen with a plan for the department.

**Adjournment**

**MOTION 218-005**: Houk moved and Wilson seconded to adjourn the public meeting at 5:43 pm. The motion passed 5-0.

Respectfully submitted,

Michaela Miteva, Executive Assistant

**Public Records Materials: NONE**