

A full recording of this meeting can be found on the town's website.

***Wellfleet Selectboard
Virtual Meeting ~ Zoom
Tuesday October 26, 2021; 7pm
Meeting Minutes***

Members Present: Ryan Curley, Chair; Michael DeVasto, Vice Chair; Janet Reinhart, Helen Miranda Wilson, John Wolf

Others Present: Charlie Sumner, Town Administrator; Rebekah Eldridge, Executive Assistant; Chief Hurley, Police Chief; Jay Norton, DPW Director; Will Sullivan, Harbormaster; Hillary Greenberg-Lemos, Health Agent; Brian Carlstrom, Director of National Seashore; Nicole; Assistant at the National Seashore; Merrill Mead-Fox, Wellfleet Historical Commission; Fred Magee, Chair of the Finance Committee; Ira Wood, TA Search committee applicant; Kathy Granlund, Vice Chair of the Finance Committee; Kathleen Bacon, TA Search Committee Applicant; Bruce Bierhans, TA Search Committee Applicant; Steven Gazzano, TA Search Committee Applicant; Charles "Skip" Annett; TA Search Committee applicant; Phil Kramer, TA Search Committee Applicant; Arthur Parker, TA Search Committee Applicant; Steven Kopits, TA Search Committee Applicant; Dan Silverman, Town Moderator

Chair Curley Called the meeting to order at 7:01pm

I. *Announcements, Open Session and Public Comments*

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

Eldridge thanked the Board and town for their support over the past few weeks regarding the death of her son.

Wilson reminded the board and public about the Harbor Conference and explained that the link can be found on the home page of the Town's website.

Chair Curley spoke to the Board and Public about the trick or treating that would take place on Main Street.

He also reminded the public, that the meetings are run according to Robert's Rule of Order and explained that there are issues with people speaking out of turn and stated he would have to run the meetings more strictly.

II. *Consent Agenda Approval without objection is required for the following items*

A. Sara Blanford ~ January 17, 2022, ~ MLK Walk, Town Hall green, parking lot – gathering for remarks and song. Silent walk down Main Street.

B. The Wicked Oyster ~ Ken Kozak ~ Requesting to close the restaurant 11/15/2021 – 4/2022

C. Interim Town Administrator Charles Sumner ~ 90 Day Contract

Chair Curley Moved; Board Member Reinhart Seconded and it was voted to approve the use of Town Hall Green and Parking Lot and a silent walk down Main Street to Sara Blanford for the 20th annual MLK walk on

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**January 17, 2022; beginning at approximately 12:45pm and to be finished by 2pm, the fee is to be waived. To approve the closing of The Wicked Oyster on November 15, 2021, and to be reopened April of 2022. To approve the Interim Town Administrator Charles Sumner's 90-day contract as printed in the Selectboard Packet.
Roll Call Vote: 5-0**

III. *COVID-19 Updates and Recommendations*

Lemos updated the board stating that the Town's cases have dropped and currently there are 13 cases. She stated that the Board of Health will meet the next day and figure out if the cases are under the 3% and if so they will discuss dropping the mask mandate. She gave more statistics on the covid cases and gave information on testing sites and booster shots that are available. Chair Curley stated he would like to see Town Hall opened full time for the regular business hours. He asked that Administration discuss and get feedback from the town employees and department heads. Sumner explained to the board that he will be away and will work with the staff to get some work done with this matter.

Board Member DeVasto Moved; Board Member Wilson Seconded; and it was voted to have the town administrator do an analysis and make recommendations to the Board to reopen with a more regular schedule, to be open daily for a minimum number of hours per day.

Roll Call Vote: 5-0

IV. *Finance Workplan ~ Mary McIsaac and Charlie Sumner*

Sumner informed the Board that the Department of Revenue will be coming to Town Hall the following week to help the staff get some things in order so they are able to set the tax rate, he continued to explain the documentation that Nancy Vail is working on to get reclassified. He continued to explain to the Board that he and the town accountants are continuing to work diligently on the finances for the town but have run into some snags. He explained to the Board that he has hired another interim accounting person in the office as there are some excused absences and they need the help. He continued his update and there were no questions.

V. *Licenses*

A. Trailside Dining ~ Requesting to stay open year round

Chair Curley Moved; Board Member Reinhart Seconded; and it was voted to table Trailside dining's request until they have filled out and returned the appropriate documentation to the town staff for licensing.

Roll Call Vote; 5-0

VI. *Use of Town Property*

A. National Seashore ~ Brian Carlstrom

Carlstrom explained to the board that the seashore is looking to replace and put-up new signs explaining why they are necessary and what purposes the signs will have. He stated there are twelve signs in total. The board had some

questions for Carlstrom. Norton explained that he had spoken with Carlstrom and was in full support of this project. Nicole explained that most of the signs that are being put up are replacement signs. She explained that there are only a few signs.

Board Member DeVasto Moved; Board Member Seconded and it was voted to approve the National Seashore sign replacements and new sign presented in the packet.

Roll Call Vote: 5-0

VII. *Contracts of Appointed Officials*

A. Fire Chief Richard J. Pauley, Jr. ~ Town Administrator

Sumner gave an update to the Board stating the Reinhart and he have been working with Chief Pauley and explained this contract will bring the chief to June 30, 2025. He gave some information on the updated changes within the contract.

Chair Curley Moved; Board Member Wolf Seconded and it was voted to approve Fire Chief Richard J. Pauley, Jr's contract as printed and presented by the Town Administrator.

Roll Call Vote: 5-0

B. Police Chief Michael Hurley ~ Town Administrator

Sumner gave an update stating again that he and Reinhard have been working with Chief Hurley and his upcoming contract. He explained that he likes to negotiate contracts a year in advance to limit the uncertainty of employment. He stated he wanted to ensure both chiefs they are needed in the town of Wellfleet. He stated that this contract does go for another three years and explained some of the changes in the chief's contract. This contract will also go to June 30, 2025.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to approve Police Chief Michael Hurley's contract as printed and presented by the Town Administrator.

Roll Call Vote: 5-0

VIII. *Board/Committee Appointments and Updates*

A. Historical Commission Update ~ Merrill Mead-Fox

Mead-Fox gave an update on the Historical Commission and consulted with them. She gave a full update and stated there are seven members of the commission and thanked the board for the approval. She explained there was an online presentation the prior night discussing the historical houses in Wellfleet. She continued explaining the commission has come up with an application and explained what this application entails and asked for the boards feedback on this application. She explained there are also new guidelines that they have updated and will be sending them to the building department and asked if the board thought the commission should send these guidelines to any other boards in the town.

The Commission will wait for feedback from the board and come back at a later meeting to discuss them with the Board.

A full recording of this meeting can be found on the town's website.

B. Town Administrator Search Committee Appointments

Chair Curley explained for this process he would like to have five members for this committee, two members are Chief Pauley and Charlie Sumner he stated he will be holding a poll during the meeting to decide who should be the remaining three people on the search committee. It was explained that there will be one finance committee member as part of the committee.

Chair Curley Moved; Board Member Reinhart Seconded; and it was voted to approve Kathy Granlund as a member of the Town Administrator Search Committee.

Roll Call Vote: 5-0

Chair Curley continued and asked that each candidate give reasons as to why they feel they should be on the search committee. He continued to call on each person and they each gave reasons and their background information explaining why they would be beneficial to the committee.

Once the applicants gave their presentations to the board, Chair Curley explained there was a pole on the screen and each member of the selectboard will vote on who they wish to be on the search committee.

Eldridge tallied the poll and announced that the three applicants that scored highest are Bierhans, Parker and Wood were the top three candidates chosen.

The Board then discussed who they felt the best two candidates would be for the committee.

Selectboard Curley Moved; Board Member Reinhart Seconded; and it was voted to appoint Arthur Parker and Bruce Bierhans to the Town Administrator Search Committee.

Roll Call Vote: 5-0

C. Cable Advisory Committee ~ Steven Kopits

Board Member Reinhart Moved; Board Member Wilson Seconded; and it was voted to appoint Steven Kopits to the Cable Advisory Committee

Roll Call Vote: 5-0

IX. *Business*

A. Town Meeting ~ Chair Curley

Chair Curley took the agenda out of order and asked Sumner to talk about Town Meeting to be held in December. Sumner spoke to the board and discussed town meeting and the reason he felt there needed to be a special town meeting. He continued to explain that there is a draft warrant with 11 articles on the warrant. He explained the town finances are not as advanced as they had hoped to be especially with the cash recognition. He stated that staff absences have also contributed to the progress being slower than anticipated. HE explained they have not certified free cash and if there is no free cash there is no money and there is an inability to have a special town meeting. The team won't be ready for a meeting in December. Chair Curley stated on December 15th the legislation allowing the town to have a lower quorum and not able to hold a meeting outside of town lines. The board discussed this further. Chair Curley asked

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Silverman if the Board needed to make a motion rescinding the Special Town Meeting.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted that the town of Wellfleet will not have a special town meeting on December 4, 2021.

Roll Call Vote: 5-0

B. Special Town Meeting Warrant ~ Town Administrator

Chair Curley spoke to the board and asked if the Board wanted to go through the warrant. It was decided that they would wait on the warrant until they have a date.

C. FY 2023 Budget Policy ~ Chair Curley

Chair Curley spoke to the Board stating there is a date for the department heads to submit their budgets by the end of October. He explained that he drafted the proposal and goals and asked the them if they had any issue and if so, did they want to discuss it. He explained this is like what they have had previously. Wilson asked Chair Curley to highlight the changes so the board could decide if there needed to be discussion or amendments. Chair Curley shared the screen with the budget policy amendments. They went through the changes. Magee spoke to the changes and gave thoughts on the changes. The board made amendments to Chair Curley's draft.

Chair Curley Moved; Board Member Reinhart Seconded; and it was voted to approve the fiscal year 2023 budget policy as amended.

Roll Call Vote: 5-0

D. FY 2023 Budget Management Goals ~ Chair Curley

Chair Curley moved on to the Budget Goals sharing them and the amendments made to the board. The Board went through these goals and discussed and amended what they felt necessary. They discussed each goal separately. It was asked to Sumner if they would be able to get these goals accomplished by December. Sumner stated it was his mission to accomplish these.

Chair Curley Moved; Board Member Reinhart Seconded; and it was voted to approve the fiscal year 2023 Budget Management Goals.

Roll Call Vote: 5-0

E. FY 2023 Budget Submission and All Town Meeting Schedule ~ Chair Curley

Chair Curley explained that this calendar is done yearly, the dates changing due to the day they fall on.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to approve the fiscal year 2023 budget and all town meeting schedule as amended.

Roll Call Vote: 5-0

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X. *Selectboard Reports*

Due to the time of night the board didn't discuss any reports

XI. *Town Administrator's Report*

Sumner gave a brief update on his reports and added to the report explaining to the board that the water main project was awarded to Dig-It. The Water service bid was awarded to Whitewater who have been servicing Wellfleet for years. Chair Curley explained that the Service Contract has a timeline that needs to be signed by October 31st as it will expire.

Chair Curley has posted a meeting for the upcoming Thursday evening to discuss the contracts and vote on the ability to authorize the town administrator to sign the contracts on behalf of the board.

XII. *Topics for Future Discussion*

Media Services contract was discussed. There will be a bid opening on November 1, 2021.

XIII. *Correspondence and Vacancy Reports*

Board Member Reinhart questioned the correspondence from the Wellfleet Elementary Playground. They also spoke about a letter they received regarding face masks.

XIV. *Minutes*

A. September 28, 2021

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to approve the meeting minutes of September 28, 2021 as amended.

Roll Call Vote: 5-0

XV. *Adjournment*

Board Member Wilson Moved; Board Member Wolf Seconded; and it was voted to adjourn.

Roll Call Vote: 5-0

Meeting adjourned 11:08pm

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Public Records:

Use of town property application, Sara Blanford

Letter from Wicked Oyster

Contract for Charles Sumner

Applications for Town Administrator Search Committee

Financial Report

Draft Budget Policy

Draft Budget Management Goals

Budget schedule for 2023

Correspondence to the Selectboard

Town Administrator and Assistant Town Administrator's report

Meeting Minutes September 28, 2021