

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

***Wellfleet Selectboard
Virtual Meeting ~ Zoom
Tuesday November 9, 2021; 6PM
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; Suzanne Grout-Thomas, Director of Community Services; Nancy Civetta, Shellfish Constable; Jennifer Wertkin, Library Director; Ginny Parker, Shellfisherman's association; Mary McIsaac, Interim Town Accountant; Lisa Souve, Interim Town Accountant

Chair Curley called the meeting to order at 6:03PM

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.

McIlroy spoke to the board stating that she was pleased to announce The 95 Lawrence Road Task Force met Monday November 8, 2021 and wanted to announce to the Selectboard they had chosen POHA as their developer and will present and discuss all details on November 23, 2021

Wilson spoke to the board about this being the worst tick season, she continued that there is a lab "Tick Report" they will test any tick for free by sending them.

Civetta spoke to the board stating the shellfish department received a grant for \$10,000 to help with their oyster buyback program, she will receive a matching oyster grant from the Massachusetts Oyster project, she continued stating her department will have between \$13,000-\$15,000.

Wertkin spoke to the board reporting that she received a grant of \$10,000 which is renewable for three years which will fund hot spots for the library and circulating laptops.

II. *COVID 19 Updates*

A. Reopening of Town Offices

- An update will be given to the Board on the meeting with Department Heads; November 3, 2021.
- Sumner spoke to the board giving a brief update on the meeting Roughley had with the department heads and went over what she reported back. He stated that the staff wanted the public to be aware of the protocols the staff and the buildings have in place, they staff strongly urged for the public to make appointments before coming into the building to do any business. He stated the staff had no issues with reopening as long the public wore masks coming in. Wilson asked if there was to be limited hours.

Chair Curley Moved; Board Member Wolf Seconded; and it was voted to reopen town hall offices and public buildings for normal business hours effective Monday November 15, 2021.

Roll Call Vote: 5-0

- Chair Curley updated the board that the Board of Health rescinded their mask mandate. He stated he was not in favor of the mask mandates being put on and then taken off. It was discussed that the Selectboard would like to be stricter at this time than the Board of Health.
- It was asked about mandatory vaccinations for town staff. Sumner explained that there is unions and it isn't as simple as requiring staff to do so, continuing that there are many reasons people are choosing not to have a vaccine.
- Chair Curley asked if the board would like to take action on a mask mandate. It was a discussion with a split decision. They continued this discussion and decided that a separate meeting should be had so they are able to discuss just masking. DeVasto stated he would like to have a member of the Board of Health at the meeting so they can have a conversation with them.

III. *Use of Town Property*

A. Wellfleet Shellfishermen's Association ~ Town Marina

Both Chair Curley and Board Member DeVasto recused themselves from this agenda item. Board Member Reinhart agreed to Chair the meeting for this item.

Chair Reinhart Moved; Board Member Wilson Seconded; and it was voted to approve the use of the Wellfleet Marina (Bandstand) every Saturday from November 20, 2021, until Saturday May 14, 2022, also to include Wednesday November 24, 2021; December 23, 2021, and December 30, 2021, from 10am to 12pm. For a total fee of \$760.00 (initial fee of \$110 and \$25 per day after)

Roll Call Vote: 3-0-2

Parker asked the board to reconsider the fee for the use. The board discussed it and felt it was necessary to keep to the fee schedule that they previously set, explaining that they are working hard to get fees unified.

B. Wellfleet Elementary School Parent Teacher Association ~ Parking Lot behind town hall

Chair Curley and Board Member DeVasto returned to the meeting. The PTA spoke to the board explaining they would like to hold a holiday bazaar at town hall the same day as the town hall tree lighting. She explained there would be some vendors and maybe an appearance of Santa Claus.

Board Member Wilson Moved; Board Member Reinhart Seconded; and it was voted to approve the use of the Wellfleet Town Hall Parking lot by the Wellfleet Elementary PTA on December 11, 2021, for their Holiday Bazaar with a rain date of December 12, 2021, from 1pm to 8pm, in compliance with conditions as printed in the packet; and to waive the fee.

Roll Call Vote: 5-0

IV. *Business*

A. Town Finances

Sumner began giving an update to the board, stating the Department of Revenue has been a huge help to the accounting and financial team. He continued stating that DOR was at the town hall the previous week and they worked on setting the tax rate for 2022. He continued giving updates on receipts and free cash.

McIsaac gave a summary of her meeting with DOR and the recommendation that the DOR gave to the town. McIsaac and Souve went into detail the discussions they had with department of revenue. The board had some questions about revenue and the tax rate being set which they anticipated would be within the next week or two. Marijuana sales and revenue coming into the town were discussed.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to approve the proposed plan provided by the Department of Revenue as presented by the town administer.

Roll Call Vote: 5-0

Sumner continued to give updates on other outstanding financial issues that they are working through. He stated the team is hoping to have free cash certified by the end of January. Sumner also informed the board that he has invited DOR to come and spend a day with the finance team helping them build a financial forecast for the town for the next four to five years.

Souve informed the board that the auditors will be in town hall December 13, 2021, and they are working hard to get all the documents together. It was questioned if there was any idea what free cash would be. Both McIsaac and Souve stated it was to early to give a number.

B. Special Town Meeting/Annual Town Meeting

Sumner updated the board on town meeting, he is hoping to have a special town meeting at some point during the winter months. Chair Curley questioned having the regularly scheduled town meeting in April. Sumner explained that yes, he didn't think it would be an issue to have a town meeting in April. He gave some details of how that meeting might look. There were no questions from the board or public. There was no vote taken with this item.

C. Media Services ~ Chair Curley/Charlie Sumner

Sumner updated the board that the town only received one bid for the media services; J.P. Ludwig was the bidder. Chair Curley shared his screen so the board and public could see what the bid was for. Explaining this would be paid out of the comcast licensing fee which is all that is allowed to be paid for out of this fund. Sumner gave a brief presentation about Ludwig and what having them as our media services people. Chair Curley stated he would like to continue to use the town's You Tube channel. They discussed this further.

Chair Curley Moved; Board Member Reinhart Seconded; and it was voted to approve the Town Media Services Contract as presented by the Town Administrator.

Roll Call Vote: 5-0

D. Proposed Alterations to Town Landings

1) Gull Pond

Thomas presented to the board explaining that these two sets of stairs are very deteriorated and recommended they be removed. She explained with the water level rise it has become a hazard. The board discussed these staircases and the jurisdiction to remove them.

Board Member Reinhart Moved; Board Member Wilson Seconded; and it was voted to approve the proposed alterations at Gull Pond as proposed by the Beach Director.

Roll Call Vote: 4-1 (Curley voted No)

2) Long Pond

Thomas informed the board that these stairs are also rotted, and she would like to have these stairs removed, she stated she would like to investigate relocating stairs and gave the location she felt would be best. She stated it was a separate application but wanted to begin the revegetation of the land. Chair Curley stated he would prefer to replace the stairs not relocate. They discussed the options for the stairs at Long Pond.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted that a plan for the replacement of the stairs at Long Pond be developed and presented to the Selectboard at a future date.

Roll Call Vote: 5-0

E. Execution of Contracts

Chair Curley explained that this is to authorize the administration to sign contracts for up to \$100,000. Sumner updated the board that town counsel has been contacted and they have agreed to this number. The board discussed this and had some debate over the amount to allow to TA and ATA to sign for. Chair Curley continued stating that the Selectboard is a policy setting board and requiring every contract to come in front of them, he feels will impede the boards' ability to do that.

Board Member DeVasto Moved; Board Member Reinhart Seconded; and it was voted to authorize the Town Administrator and Assistant Town Administrator to sign contracts with the dollar amount under \$50,000.

Except with infrastructure and those under the board's charge as per the town charter MGL and those issued in response to an RFP or RFQ issued by the board.

Roll Call Vote: 4-1 (Wilson voted no)

F. Future Meeting Schedule

Chair Curley spoke to the board regarding upcoming meetings and the meeting schedule of 2022. He stated he wanted to meet and discuss a mask mandate and had to be within 48 hours which would make Friday the earliest. Reinhart stated that she follows the Board of Health and won't participate. It was decided a meeting would be held Monday November 15, 2021, at 6pm.

Chair Curley explained that he would also like to schedule an executive session while the entire board is available to discuss. They went back and forth and decided November 30, 2021.

The board moved onto the meeting schedule for 2022. Chair Curley stated he was concerned with the gap in meetings over the holidays. The board discussed this and discussed about a joint meeting with the finance committee. The Board decided to meet on January 4, 2022, so they don't have the huge gap with meetings. They continued to go over all the meetings they will need and joint meetings with the finance committee. January 18, 2022. They checked with Sumner the timeline for the budgets to be distributed. The board discussed with Magee goals of meeting

Chair Curley Moved; Board Member Reinhart Seconded; and it was voted to adopt the 2022 meeting schedule as printed.

Roll Call Vote: 5-0

G. Presentations of Wellfleet Wastewater Plans

The board began discussing the presentation and it was noted that the health agent and the consultants weren't there. The board discussed the motion that was made at the previous meeting, Reinhart stated she felt it was overstepping the board boundaries when they require town committees to ask the board's permission to present to other town boards and committee. Chair Curley asked Sumner to work with Lemos, Felix and Horsley on how to move forward. Sumner stated he will work on that and may have to involve other staff members.

No action was taken on this agenda item.

V. *Selectboard Reports*

DeVasto reported The House of Representatives just passed a large stimulus bill, although it will take a while for money to be distributed, he suggested that the board be thinking about applying for funding.

VI. *Town Administrator & Assistant Town Administrator's Report*

Sumner gave a very brief update on his and the ATA's report. He explained they offered the building commissioner position to James Badera. He continued stating that Victor Staley will mentor James for a while, so he is able to get acclimated to the town and the expectations for him. Sumner continued with his update. (For the full report please see the Selectboard Packet)

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VII. *Topics for Future Discussion*

Wilson stated that she would like to have a report from the departments that have been working with the subdivision population the previous summer. They worked on parking management, and she would like to see a report from them.

VIII. *Correspondence and Vacancy Reports*

Please see the full report in the Selectboard packet for all correspondence

IX. *Minutes*

A. October 12, 2021; ~ Chair Curley Moved; Board Member Wilson Seconded; and it was voted to approve the minutes as amended.

Roll Call Vote: 5-0

X. *Adjournment*

Chair Curley Moved; Board Member Reinhart Seconded; and it was voted to adjourn regular session and to reopen in Executive Session.

Roll Call Vote: 5-0

Meeting Adjourned 8:20pm

Public Records:

Memo from Rebecca Roughley (Assistant Town Administrator) regarding reopening town hall.

Applications for Use of Town Property

Shellfisherman's Association

Wellfleet Elementary PTA

Media Services Contract

Gull Pond Information

Long Pond Information

2022 Draft Meeting Schedule

Town Administrator & Assistant Town Administrator's Report

Correspondence

Meeting Minutes ~ October 12, 2021