

***Wellfleet Selectboard
Virtual Meeting ~ Zoom
Tuesday December 7, 2021; 6pm
Meeting Minutes***

Members Present: Ryan Curley. Chair; Helen Miranda Wilson, John Wolf, Michael DeVasto (6:42pm)

Members Absent: Janet Reinhart

Others Present: Charlie Sumner, Town Administrator; Rebekah Eldridge, Executive Assistant; Chief Rich Pauley, Fire Chief; Lt. Kevin LaRocco, Police Department; Jay Norton, DPW Director; Will Sullivan, Harbormaster; Hillary Greenberg-Lemos, Health Agent; Mary Beth Rodman, Wellfleet Elementary Principal; Chris Manulla, Shellfish Department; Martha Gordon

Chair Curley called the meeting to order at 6:13pm

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.*

Chair Curley asked for a moment of Silence in remembrance of those who served in World War 2.

There were no comments or announcements from the board or public.

II. *Appointments*

A. Appointment of Mary McIsaac as Interim Town Treasurer ~ Charlie Sumner
Charlie explained to the board that with Miriam Spencer's resignation he has appointed Mary McIsaac as the interim town treasurer and stated she has been working on the town's finances for a while now and will be able to slip comfortably into the role.

Board Member Wilson Moved; Chair Curley Seconded; and it was voted to accept the town administrator's appointment of the interim town treasurer Mary McIsaac.

Roll Call Vote: 3-0

III. *Business*

A. Wellfleet Elementary School Playground

Rodman began her presentation to the board explaining some history of the district and then gave details about the playground they are looking to build at the elementary school, she shared her screen with the public and the board showing what the playground will look like. The board had a few comments about the ground under the playground structure, explaining they don't like the rubber underneath. Rodman explained she wasn't in favor of the rubber either, but it was a state code issue. They continued to discuss the plans for the playground and finances for the playground. Chair Curley stated his main goal is to get the playground installed as soon as possible.

**Chair Curley Moved; Board Member Seconded; and it was voted to support the Wellfleet Elementary School request to the Community Preservation Committee for funding for the playground reconstruction.
Roll Call Vote: 3-0**

B. Lt. Island Road Change Order ~ This item was tabled until the December 14, 2021, meeting, the documents were not ready to be presented to the board.

C. Capital Improvement Plan

Sumner began the Capital Improvement plan with his letter summarizing to the board what the CIP entailed. He explained some changes that had been made since the board received their packet. He gave details about the fire suppression system. He explained that price went up since they first discussed it.

He continued discussing fiscal year 2023 explaining there are four significant projects, the fire ambulance replacement project, the engine replacement for the fire department, the DPW loader replacement vehicle, and the elementary school fire suppression system. He explained these totals over three-million dollars. He stated the town needs to come up with a finance plan. He explained closing the 2021 books was originally projected to be done by the end of December and explained it has been moved out until January and stated there should be some free cash certified for them to be able to use for these capital projects. He explained to the board he wanted to take a look back at some of the appropriations that were granted in the past and see if the monies were released. He explained there is an addition to the CIP, stating the library submitted a request for 2023, 2024, and 2025 for computer information common areas. Sumner was optimistic with the town's progress.

Chair Curley questioned MIS, Sumner explained this is an IT line item and hadn't had a chance to get more detail from Dan Keefe and will get back to the board with details. MIS stands for Management Information Systems.

Chair Curley discussed line items that are at the same amount every year and feels these no longer are considered capital improvement items but budget items.

The Board moved on to the Shellfish Department, Manulla presented to the board the shellfish CIP plan for the shellfish constable. Chair Curley stated the finance committee had some recommendations. Chair Curley began with the shellfish building, he stated he would rather see a renovation than some repairs. Manulla stated the ceiling is leaking and the goal right now is to stop the leaking and the growth of mold. The board discussed the building and the rent that is paid to the Marina Enterprise fund. Sullivan explained how that process works. The board discussed the cost of repairing the leak for now and then investigate renovations of the building.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to approve the shellfish department's request for repairs to the shellfish and beach office building.

Roll Call Vote: 3-0

The board moved onto the shellfish truck replacement. Manulla explained that this has been pushed back a few years already.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to approve the shellfish department request for a new pickup truck replacement.

Roll Call Vote: 3-0-1 (DeVasto Abstained)

DeVasto joined the meeting (6:42pm) and abstained from that vote.

The board discussed the old shellfish building next.

Board Member Wilson Moved; Board Member Seconded; and it was voted to table this until more information was provided.

Roll Call Vote: 4-0

The board moved to the floating upweller, Chair Curley stated that the finance committee had recommended using the town of Truro's upweller and Manulla explained that the one in Truro's was Wellfleet's old one. They discussed the condition of the upweller and if it was worth getting it back from Truro. They talked about what the upweller does and how it works.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to take no action until more information could be provided.

Roll Call Vote: 4-0

The Board moved onto the Harbormaster, the first topic was the ice machine, and it was explained that it is being researched. Sullivan also stated to the board that many people have asked for the machine to be brought back to the marina. Sullivan moved onto the boom truck. He explained that the winch had been replaced but right now the vehicle is not able to be inspected. The only thing on the truck that works is the winch, he explained that if there needs to be anything done around the marina it will need to be replaced.

They discussed the ice machine and the boom truck.

Chair Curley Stated that he would prefer to take no action regarding the ice machine until more information and research was done.

Chair Curley asked if the boom truck would be paid for out of the marina enterprise fund, Sullivan stated he hoped to be able to pay for it out of that fund.

Chair Curley Moved; Board Member Wolf Seconded; and it was voted to approve the harbormaster's request for the upgrade of 2003 boom truck.

Roll Call Vote: 4-0

The board skipped the pickup truck replacement because it was a few years out. Chair Curley moved on to the portable replacement radios. Sullivan explained to the board that these radios can connect with emergency services throughout the town. Chair Curley expressed that he would like this to be a part of the fire and police departments as well. The board discussed the radios and coordinate with the other departments.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to approve the harbormaster's request for portable replacement radios.

Roll Call Vote: 4-0

Needs assessment consultant was discussed and the board felt it shouldn't be on the CIP rather than the operating budget. Sullivan explained to the board that the Marina Advisory Board didn't feel this request was something they should

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

oversee. Board member DeVasto stated he was going to request to be on an agenda.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to remove the request for the Marina needs assessment consultant from the FY 2023 capital improvement plan.

Roll Call Vote: 4-0

The board moved on to the replacement of the security system at the marina. Sullivan explained that the cameras didn't work properly and most of the time didn't work at all. He explained that the cameras are supposed to be watching over the marina with millions of dollars of equipment. Wilson asked if IT was able to go check out what was going on with the cameras. Chair Curley explained that IT wasn't in charge of that area and more broad width was needed.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to request that the harbormaster include an upgrade of the marinas internet services be included with the replacement of the security system.

Roll Call Vote: 4-0

The Board moved onto the Council on Aging. The first item was a feasibility study, Sumner explained that he had spoke with the finance committee and questioned if this should be an item brought to town meeting instead of being on a capital improvement plan.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to table the feasibility study for Council on Aging.

Roll Call Vote: 4-0

The HVAC system was brought up next and Chair Curley asked Norton if these were the same items that were on his departments CIP. Norton explained that yes it was. He explained that this system would clean the air, mainly to disinfect the air. DeVasto questioned the ability to use Covid-19 related funds for this item. He stated that if funds do become available, they should keep their eyes on this. Chair Curley asked Norton if they would be done at the same time with the same contractor. He stated that it would be with the same contractor but not necessarily at the same time. Wilson stated she feels all public buildings should have better ventilation but stated because the Senior Center has a lot of elderly people congregating that building should be done first.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to combine the air filtration system upgrade with the HVAC system upgrade at the adult community center.

Roll Call Vote: 4-0

Chair Curley moved; Board Member DeVasto Seconded; and it was voted to approve the HVAC system upgrade at the adult community center.

Roll Call Vote: 4-0.

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

The board moved on to the Health and Conservation CIP and began with the Open Gov system upgrade. Chair Curley stated that this is a service that could help all the departments and stated this needed to be a bigger discussion later. Lemos joined the call and explained her reasoning for wanting this system. The board discussed the need to move to a platform that is global to the entire community, but Sumner stated the town wouldn't be ready for the 2022 town meeting.

Chair Curley Moved; Board Member DeVasto Seconded and it was voted to table the request to purchase a license for open gov and begin the procurement process for a platform.

Roll Call Vote: 3-1 (Wilson Voted no)

The police department will be discussed at the December 14th meeting.

They moved to the fire department CIP

Chief Pauley began discussing with the board his CIP.

He started with his ambulance request stating that he would be using his ambulance fund for the new ambulance.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to approve the capital improvement request to replace ambulance 97.

Roll Call Vote:4-0

The chief continued with engine 95, he gave the engine's background and stated that it was an old vehicle and was unable to be repaired. He stated it is the primary rescue vehicle for motor vehicle accidents. He continued that these vehicles are recommended not to go over 20 years and this truck is over 25 years old knowing that building a new truck could be over a year before the truck makes it to Wellfleet.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to approve the capital improvement request to replace engine 95.

Roll Call Vote: 4-0

Radio replacements was on next. Chair Curley asked if this was the last year for radio replacements. Chief Pauley explained that yes this would be the last year for the radios on the capital improvement plan. He stated this is a project that needs to be completed in order for all the rescue department across the state to be able to communicate with each other. He stated if there was money left over he would be more than willing to help the harbormaster get his radios so they could also have the ability to communicate with rescue services.

Chair Curley Moved; Board Member Wolf Seconded; and it was voted to approve the fire departments request for radio replacements.

Roll Call Vote: 4-0

Mobile data terminals were the next item on the fire departments CIP list. Chief Pauley stated that these are required by the state so the department is able to communicate their information to the hospitals and other departments. He stated it is a system that directs the department to addresses and hydrant locations. Chief Pauley gave more detail as to what these terminals do and how they connect with Barnstable County.

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

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to approve the fire departments capital request for mobile data terminals and technology upgrades.

Roll Call Vote: 4-0

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to approve the capital request to replace the 4-inch diameter hose and tack hose.

Roll Call Vote: 4-0

The board moved on to the department of public works and began with the HVAC system at the fire department. Norton explained that \$80,000 was appropriated back in 2019 but the funding source was never identified so he would like to get it back on the CIP plan and the funding source to be identified. He stated this would help the system actually work and work efficiently.

Chief Pauley explained how the system doesn't work and why this is needed.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to approve the HVAC system upgrades for the fire department.

Roll Call Vote: 4-0

The HVAC for the council on aging was approved but Chair Curley moved to amend it to \$35,000.

Transfer station feasibility study was next on the list and the finance committee stated they believe this needs to be on town meeting floor as a warrant article.

Chair Curley asked if the board was in favor of the study, DeVasto stated that if it was a warrant article then they board could vote on it at that time.

Norton gave an update on the study and why it was on his CIP. Norton gave some background on a study and why he felt it was necessary before they invest in anymore infrastructure. Chair Curley stated that the finance committee recommended doing the study before any construction was done. He stated he agreed with this. The board discussed this at length.

Chair Curley Moved; Board Member DeVasto Seconded; and it was voted to approve, insert, and recommend this article into the 2022 Annual Town Meeting Warrant in the amount of \$50,000 to hire a site design professional with experience of transfer station operations and development to conduct a feasibility study on the functionality, safety, and efficiency of the present-day operations and for future opportunities to enhance and improve services.

Roll Call Vote: 5-0

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

The Board moved onto the bandstand repair, Norton stated it was a request of the recreation department and this is a building project. He stated they visited the site with the interim building inspector. He stated that the finance committee did not recommend this project but wanted a more permanent solution for this structure. Norton continued explaining that they originally were going to try a canvas awning but decided the wooden structure was a better decision with the opportunity to increase revenue. They discussed this and then the wooden structure that was presented. Wilson voiced her opposition to this structure.

Chair Curley Moved; Board Member DeVasto Seconded; and it was voted to approve the request for the bandstand awning replacement as present tonight.

Roll Call Vote: 3-1 (Wilson voted no)

The board moved on to the water refill stations. Norton stated that the recycling committee reached out to him to install some filling stations. He is proposing it in four different areas. He continued stating that in light of the single use water bottle ban he feels this will be efficient. The board discussed this at great length discussing the places where the stations will be and how it would work in the case of a power outage.

Chair Curley stated he would like to postpone this discussion to the December 14, 2021, meeting. Norton explained he would do some research for solar operated filling stations in the case of a power outage.

The board moved on to the maintenance of the public bathrooms at town hall.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to approve the capital request for the maintenance and improvement of the town hall public bathrooms.

Roll Call Vote: 4-0

Board Member DeVasto Moved; Chair Curley Seconded; and it was voted to request that the DPW come up with a capital improvement plan to renovate the town's public bathrooms over several years

Wolf stated that there should be some research as to what will hold up regarding structure and what won't and feels this research will be cost effective.

Roll Call Vote: 4-0

The board discussed the renovation and irrigation of the town hall front lawn. The board discussed the maintenance that the lawn needs. Norton explained that they move the sprinkler I moved around the lawn throughout the day. There was some concern about irrigation.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to refer the town hall irrigation proposal back to the DPW to include a more comprehensive plan for the town hall lawn to also include the replacement of the benches.

Roll Call Vote: 4-0

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

The board moved on to the replacement of the 2008 front end loader. Norton explained its condition stating it is used regularly and is rusting out.

Chair Curley Moved; Board Member Wolf Seconded; and it was voted to approve the request to replace the 2008 front end loader

Roll Call Vote: 4-0

Chair Curley Moved; Board Member DeVasto Seconded; and it was voted to approve the request of replacement of the 2012 one ton dump truck with sander and plow

Roll Call Vote: 4-0

The route 6 main street project was brought up next. Norton stated he was in contact with Jill from Stantec asking what her numbers would be regarding this project and she sent him a figure, he explained he upped the number a little bit so there was cushion. There was some discussion on this project and the design stages.

Chair Curley Moved; Board Member DeVasto seconded, and it was voted to approve the MASS DOT route 6 intersection and main street capital improvement project request

Roll Call Vote 3-1 (Wilson voted no)

The board moved on the Keller's Corner study which again was noted that the finance committee didn't recommend this item.

Chair Curley Moved; Board Member Seconded; and it was voted to approve, insert, and recommend an article be added to the 2022 Annual Town Meeting Warrant in the amount of \$50,000 for an engineering study for Keller's Corner for road protection and stabilization.

Roll Call Vote: 4-0

Emergency project preparedness was the next item that was discussed. Norton explained why he added this and stated it is for the department to have a fund available for emergencies, so their operating budget isn't used for these emergencies. The board discussed this with Sumner including finances and accounting issues.

Chair Curley Moved; Board Member Seconded, and it was voted to remove the emergency preparedness project request from the fy2023 from the capital improvement plan and to be included in the operating budget.

Wolf wanted a question to be reconsidered as he wanted to change a vote.

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

The board moved on to the school capital improvement. Gordon spoke to the board on behalf of the school committee. Chair Curley questioned Sumner about the numbers that were updated. Sumner explained there is an updated amount of \$800,000. The packet for this meeting is incorrect. Chair Curley asked if there were any questions. It was discussed that the new amount of 800,000 is for the year 2024. Gordon explained that because of the fire suppression system is the most important so everything else was moved back a year.

The board took no action.

Replacement of the Montessori Preschool Doors was the next item on the agenda, Sumner explained that this was also moved to 2024 due to the importance of the fire sprinkler system. Chair Curley stated the board should move to the fire suppression system.

Chair Curley Moved; Board Member Wilson Seconded, and it was voted to approve the fire suppression system as presented tonight at this meeting.

Roll Call Vote: 4-0

Chair Curley brought up the basketball courts to be voted on which he stated is a \$14,500 request. He stated there was enough justification to warrant this upgrade.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted to approve the capital improvement request to repair and resurface the basketball courts at Mayo Beach.

Roll Call Vote: 4-0

Chair Curley explained to Wolf that now would be the time where he could request to recall a vote.

Board Member Wolf Moved; Board Member Wilson Seconded; and it was voted to reconsider the question again on the \$30,000 for Stantec at Main Street and Route 6 project at the December 14, 2021 meeting.

Roll Call Vote: 3-1 (DeVasto voted no)

IV. Town Administrator & Assistant Town Administrator's Report

*****please see packet for full report*****

Sumner gave a summary of his written report that he submitted with the packet. He explained that there will be a low-lying road meeting the following day to discuss which roads are to be considered important to fixing. He also stated Lemos the health agent is working with town counsel regarding the new IA Septic Systems. He explained that the new Building Commissioner has begun working. He gave some information on the town administrator consult. He informed the board the with the town treasurer resigning they have a job posting for a town treasurer. Sumner continued explaining the audit was supposed to take place on December 13th but after discussing this with the audit team they felt it was best for the town to move the audit to the middle of January. He informed the board that Ameresco (the company working with the town for the solar panels) He stated the solar panels should be up and running very soon.

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

V. *Topics for Future Discussion*

Wolf asked the board to have the Cape Cod Mosquito Control on a future agenda to discuss their difficulties getting permission on the National Seashore Property to help figure out the issues.

Wilson spoke to the board stating that she feels they need to share that information with the public and would like an update on the fuel pumps at the marina, she stated they should have been installed a while ago and they have not been.

Sumner stated that Roughley and Sullivan have been in discussions with the engineering firm to get a schedule of what things will look like moving forward.

VI. *Minutes*

A. November 17, 2021; ~ With the Board of Health

Chair Curley made an amendment; on the last page changing a few words to make it easier to understand. DeVasto stated he was present at the meeting but was unable to speak due to technical difficulties.

Chair Curley Moved; Board Member Wolf Seconded; and it was voted to approve the minutes as amended.

Roll Call Vote: 3-0-1 (Wilson Abstained)

B. November 23, 2021

C. November 30, 2021; ~ Open Session

Chair Curley Moved; Board Member Wolf Seconded; and it was voted to approve the minutes as drafted

Roll Call Vote: 3-0-1

VII. *Adjournment*

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

Roll Call Vote: 4-0

Meeting Adjourned: 9:30pm

Public Records:

All Department Capital Improvement Plans

Town Administrator and Assistant Town Administrator's weekly report

Meeting Minutes

November 17, 2021

November 23, 2021

November 30, 2021