

Approved in draft on October 27, 2020 – A full audio recording of this virtual meeting can be found on the Town's website under Wellfleet Town Media.

**Wellfleet Selectboard Meeting
Tuesday, October 13, 2020 at 7pm
Zoom Virtual Meeting**

Selectboard Members Present: Chair Michael DeVasto; Janet Reinhart; Helen Miranda Wilson; Justina Carlson; Ryan Curley

Also Present: Town Administrator Maria Broadbent; Assistant Town Administrator Mike Trovato; Executive Assistant Courtney Butler; Police Chief Michael Hurley; Fire Chief Rich Pauley; Health Agent Hillary Greenberg-Lemos

Chair DeVasto called the meeting to order at 7:00 p.m. This meeting was held via Zoom and the recording is available on the Town website.

ANNOUNCEMENTS, OPEN SESSION AND PUBLIC COMMENT

- Wilson: There is a new Ballot Box in the Town Hall parking lot, on the Winslow Tavern's side.
- DeVasto: Wellfleet received a Habitat Community Partner Award and thanked the Housing Authority and Elaine McIlroy for all of their efforts to provide affordable and attainable housing in Wellfleet.

BOARD/COMMITTEE APPOINTMENTS AND UPDATES

Comprehensive Wastewater Management Planning Committee – Update

Scott Horsley, consultant, was also present. Horsley said he has been working with the Board of Health and Wastewater Committee on the 208 Plan. Horsley described some of the work being done, including that for the 95 Lawrence Road wastewater system.

Wilson asked that a prior meeting recording be posted on the website; Butler said she would do so. Curley expressed concerns around the housing project and asked for more in-depth information about the current work of the Wastewater Committee. Carlson said it was important to remember that the Town was aiming to obtain its watershed permit first. She spoke about the efforts of the Cape Cod Water Protection Collaborative, which she sits on as the Wellfleet representative.

Curley discussed nitrogen removal by oysters in the water with Horsley, who said that 1500kg (over a 20-30 year period) of nitrogen removal was possible. Wilson asked how the benefit was right now; Horsley said he would have to get back to the Board with that information.

Audience member Kathleen Bacon, member of the 95 Lawrence Road Task Force, said she has been championing a state-of-the-art septic system for the site and asked the Board to support the Wastewater Committees recommendations for the system. Gary Sorkin, also a member of the Task Force, expressed his desire for the support of the system. Sorkin said the RFP will be issued for the housing project after January 1, 2021, which needs a statement about the wastewater system. DeVasto asked the cost of the system; Horsley said it was about \$4.4 million. There was further discussion.

Horsley provided a slideshow presentation that further demonstrated his work as a consultant with the Town. The Board provided their comments on his presentation.

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- Curley moved to support the scenario three Wastewater Plan for the 95 Lawrence Road Housing Project.
- Wilson seconded, and the motion carried 5-0.

Marina Advisory Committee – Sam Peper

Peper was present and discussed why he wanted to join a Town board. Peper said he was a part-time resident and served on committees in other Towns he has lived in. He also has personal interests in sailing and the marina. Reinhart thanked Peper for his application.

There was discussion about the residency requirements for members of Town committees.

- Reinhart moved to appoint Sam Peper as an alternate to the Marina Advisory Committee for a term ending June 30, 2021.
- DeVasto seconded, and the motion carried 5-0.

Bike and Walkways – Lance Miller

Miller was present and discussed why he wanted to join the Bike and Walkways Committee.

- Reinhart moved to appoint Lance Miller to the Bike and Walkways Committee for a term ending June 30, 2022.
- Carlson seconded, and the motion carried 5-0.

Library Board of Trustees – Robert Shreefter

Shreefter was present and discussed why he wanted to serve on the Library Board of Trustees, saying he has served on the Library Art Committee and served on the Board of Trustees a few years ago.

- Reinhart moved to appoint Robert Shreefter to the Library Board of Trustees to fill a term, until an election can be held in.
- Carlson seconded, and the motion carried 5-0.

Approval of Community Preservation Act Grant Agreement – Wellfleet Historical Society and Museum

- Reinhart moved to approve the Community Preservation Act Grant Agreement with the Wellfleet Historical Society and Museum and authorize the Board to sign it.
- Wilson seconded, and the motion carried 5-0.

Approval of Community Preservation Act Grant Agreement – Lower Cape Community Development Partnership

- Reinhart moved to approve the Community Preservation Act Grant Agreement with the Lower Cape Community Development Partnership and authorize the Board to sign it.
- Wilson seconded, and the motion carried 5-0.

COVID-19 UPDATES AND RECOMMENDATIONS

Update on Staff Return-to-Work Plan

Broadbent thanked Greenberg-Lemos and Janet Drohan, from the Board of Health, for walking through Town Hall and other office spaces in Town. Broadbent said that nothing will change to public access, meaning that appointments will still need to be made to conduct business. She

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described potential changes to staff workspaces in order to bring all staff back to the office to work and be separated.

There was further discussion about the plan, being worked on by the Board of Health. The Selectboard expressed concerns for staff safety, health, and well-being, asking questions about remote-work capabilities for staff who are uncomfortable, the HVAC system in Town Hall, and the ventilation during winter months. Lemos described some of the plan, which requires face coverings. Wilson reminded people to “mask when they move”, in Town buildings. The Board requested to see the plan.

- No action taken.

BUSINESS

Approval of Contract with the MA Environmental Trust (MET) for the restoration of fish passage along the Upper Herring River

Lemos described the project, for which an application was submitted by the Town, CCNS, and Friends of Herring River. Curley asked about the impact of waterflow during the restoration; Lemos said it would improve inflow and outflow. Curley thanked Lemos and John Portnoy for their efforts.

- Wilson moved to approve the Contract with the MA Environmental Trust (MET) for the restoration fish passage along the Upper Herring River and authorize the Town Administrator to sign it.
- Reinhart seconded, and the motion carried 5-0.

Woodland Fire Management

Curley requested this agenda item and described concerns over woodland fires occurring due to the high amount of droughts the Cape has faced recently. Chief Pauley said that 33% of the Commonwealth is currently still in an extreme drought, including Barnstable County. He described his partnership with local, county, state, and federal agencies including the Cape Cod National Seashore, which has a robust fire management program and is where a lot of Wellfleet woodlands are located. Chief Pauley described possible public education and outreach actions the Department could make.

Wilson asked how well control burns would work in Town; Chief Pauley said he did not feel comfortable starting any sort of control burn policy or program in place in Town, due to resources, but with the assistance of state and federal agencies, they can be done. There was further discussion.

Sign the November 3rd Election Warrant

- Reinhart moved and authorized that the Board sign the November 3, 2020 election warrant.
- Wilson seconded, and the motion carried 5-0.

FY 2021 Selectboard Goals

Wilson discussed the goals, as consolidated by Butler, and presented in the packet. There was further discussion about the format of the goals.

- No action taken.

Review and approval of letter to National Seashore Superintendent, re: Bike Trail Projects

DeVasto noted that he re-wrote the letter approved at the September 30, 2020 meeting. The Board

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discussed additional edits to the letter. The Board requested that Butler work to schedule a meeting with the Board and Carlstrom.

- DeVasto moved to rescind the September 30, 2020 motion to send the letter drafted at that meeting to Brian Carlstrom.
- Curley seconded, and the motion carried 5-0.
- DeVasto moved to approve the letter to Brian Carlstrom, as drafted by Michael DeVasto and as amended at this meeting and authorize the Chair to sign it on behalf of the Board.
- Wilson seconded, and the motion carried 5-0.

Review of Chosen Applicant for Building Inspector, per Section 5.4.2 of the Town Charter

Trovato described the process for searching and hiring a Building Inspector to replace Justin Post. He said that they received 8 applicants, 5 of which were extremely qualified. Trovato said that of those interviewed, Paul Fowler of Dennis, rose to the top. He listed his qualifications and noted that Fowler's references spoke very highly of him. Trovato said that Fowler was offered and accepted a conditional offer of employment, contingent upon the Selectboard's right to disapprove within 14 days.

DeVasto expressed concerns that no member of the Building, Conservation or Planning department or boards was involved. Trovato said he did speak with Post and the Planning Board Chair prior to the interviews. There was further discussion about the hiring process.

SELECTBOARD REPORTS

- Reinhart: attended Cape Cod and Islands Selectmen's Association meeting
- Curley: attending Rights of Public Access Committee meetings
- Wilson: attended Herring River Technical Team meeting
- Wilson: attended Shellfish Advisory Board meeting

TOWN ADMINISTRATOR'S REPORT

This report is for the period September 19, 2020 through October 8, 2020.

1. General

- Town Hall remains closed to the public, except by appointment only, as precaution to the COVID-19 virus. Town staff is available by appointment.
- The Health/Conservation Agent and a retired medical professional member of the Board of Health toured Town Hall to determine what measures need to be taken to safely and comfortably return all staff to working in person in a way that follows Governor Baker's COVID-19 directives. With some relatively minor movement of staff and office equipment, staff will be brought back to work at Town Hall but the building will continue to operate by appointment only for the public.
- The space used by inspection staff in the Public Works Department building will be examined more closely once the new Building Official is on board.

2. Fiscal Matters

- The Town Treasurer is working closely with the Eastham Finance Director to finish up the tax rate filing. The Eastham Director has been helping Wellfleet staff to review information needed by the Department of Revenue.

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- Staff met with the Town's financial advisor to discuss options for short-term borrowing and will be coming to the Selectboard with options in the near future.
 - Spending related to COVID-19 measures is being monitored closely as future expenses will not likely be reimbursed through the CARES act and will need to come from departmental budgets.
3. Meetings – Most meetings are via conference call/Zoom
- September 21-Herring River board
 - September 22- Herring River project funding
 - September 22-Wellfleet Seasonal Resident Association
 - October 1-Cape Cod National Seashore Supt re shark awareness
 - October 6-Housing Authority re 5 Lawrence Road
 - October 7-Financial Advisory re borrowing/bonding
4. Personnel Matters:
- A candidate has been chosen to fill the Building Inspector position.
 - The Town Accountant position will be advertised shortly with some likely changes to the title and a clarification of the duties.

TOPICS FOR FUTURE DISCUSSION

- Wilson: status of roads in the subdivision
- Wilson: short-term borrowing
- Wilson: meeting with Brian Carlstrom (work meeting)
- Reinhart: minutes of all boards/committees
- Carlson: Wastewater Management Planning Committee Update – oysters as nitrogen mitigators
- Curley: Fuel Tanks at Marina
- Curley: Landfill right-of-way for Solar Array at the Transfer Station
- Curley: follow-up with National Seashore about woodland fire management
- DeVasto: stairway from Historical Society to Town Hall parking lot
- DeVasto: local media policy

CORRESPONDENCE AND VACANCY REPORTS

Wilson asked about the removal of jersey barriers at Ceraldi, as asked about in a letter from Kathleen Bacon. Wilson discussed an email from Jerry Houk. Wilson described a letter from Ginny Parker. DeVasto said the use of town property at Ceraldi was approved, contingent upon compliance with the Fire Department and Health Agent, who required the area to be blocked off and said the barriers were being removed shortly. He also noted that the water access was never blocked.

Curley discussed concern with Shellfish Advisory Board member attendance.

MINUTES

September 30, 2020

- Reinhart moved to approve the minutes of September 30, 2020 as printed in draft.
- Wilson seconded, and the motion carried 4-0-1, with Wilson abstained.

October 5, 2020

- Wilson moved to approve the draft minutes of October 5, 2020 as amended.

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- Reinhart seconded, and the motion carried 5-0.

ADJOURNMENT

- Reinhart moved to adjourn.
- Wilson seconded, and the motion carried 5-0.

The meeting adjourned at 10:25pm.

Respectfully submitted,

Courtney Butler,
Secretary

Public Records Documents available as of 10/13/2020:

1. Presentation materials from Scott Horsley;
2. Appointment papers for Sam Peper, Lance Miller, and Robert Shreefter;
3. Community Preservation Act Grant Agreements for Wellfleet Historical Society and Museum and the Lower Cape Community Development Partnership;
4. Memo from the Health and Conservation Agent, dated October 6, 2020, re: Signature of Contract with Massachusetts Environmental Trust (MET);
5. Supporting documents for Contract with Massachusetts Environmental Trust (MET);
6. November 3, 2020 Election Warrant;
7. FY2021 Draft Selectboard Goals compiled;
8. Letter to Superintendent Brian Carlstrom, dated October 2, 2020, re: Bike Trail Projects;
9. Draft letter to Superintendent Brian Carlstrom, re: Bike Trail Projects;
10. Building Inspector applicant information;
11. Town Administrator's Report;
12. Correspondence Report;
13. Vacancy Report;
14. Draft minutes of the September 30, 2020 and October 5, 2020 meetings.