



Wellfleet Selectboard

Note Start Time of 6 pm

The Wellfleet Selectboard will hold a public meeting on **Tuesday, January 29, 2018, at 6:00 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 Comments

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

II. Public Hearing(s)

- A. Community Preservation Committee Annual Needs Hearing [CPC]
- B. Request received January 4, 2019 from Ken Kozak to close The Wicked Oyster from February 19 through April 4, 2019

III. Budget Reviews

- A. Library
- B. Council on Aging
- C. Human Services Grants
- D. Harbormaster

IV. Licenses

A. Common Victualler:

- 1) Bocce Italian Grill, Box Lunch, Blackfish Variety, Boathouse Fish Market, Bookstore & Restaurant, Catch of the Day, Ceraldi, Chequessett Yacht & Country Club, C Shore, Cumberland Farms, Emack & Bolio's, Even'Tide Motel & Cottages, Flying Fish Café, The Fox and Crow Café, Harbor Stage Company, Hatch's Fish Market, JB's Pizza Bar & Grill, Mac's Seafood Market, Mac's Seafood Takeout, Mac's Shack, Mainstay Motor Inn, Maurice's Campground, Moby Dick's, PB Boulangerie Bistro, Pearl Restaurant, PJ's Family Restaurant, Seaberry Surf Gift Shop, Solace Food Truck, Van Rensselaer's, The Wagner at Duck Creek, Wellfleet Beachcomber, Wellfleet Cinemas, Wellfleet Donuts, Wellfleet Drive-In Flea Market, Wellfleet Marketplace, Wellfleet Miniature Golf, Dairy Bar and Grill, Wellfleet Motel & Lodge, Wellfleet Preservation Hall, The Wicked Oyster, Winslow's Tavern

B. Weekly Entertainment:

- 1) Bocce Italian Grill, Bookstore & Restaurant, C Shore, Flying Fish Café, Harbor Stage Company, PB Boulangerie Bistro, Pearl Restaurant, Van Rensselaer's, The Wagner at Duck Creek, Wellfleet Beachcomber, Wellfleet Cinemas, Wellfleet Drive-In Flea Market, Wellfleet Miniature Golf, Dairy Bar and Grill, Wellfleet Preservation Hall, The Wicked Oyster, Winslow's Tavern

C. Food Truck:

- 1) Solace Food Truck

D. Class II:

- 1) Slaibi Enterprises

E. Automatic Amusement:

- 1) Southfleet Motor Inn

- V. Appointments/Reappointments**
 - A. Peg Carnduff – COA Board**
 - B. Christopher Allgeier – Dredging Committee/Task Force**
- VI. Use of Town Property - None**
- VII. Business**
 - A. Discussion of process for Police Chief replacement. [TA]**
 - B. Eversource Energy –**
 - 1) Install 266 ft of underground conduit at 300 Main St. [TA]**
 - 2) Easement at 300 Main Street**
 - 3) Install cable/conduit at 720 and 760 Chequessett Neck Road**
 - C. Disposition of Town Owned Property – Wellfleet Housing Authority**
 - D. Waiver of Building Dept. permit fees for 2082 Rte 6 aka Durkee Lane [Habitat]**
 - E. Discussion of Massachusetts Shellfish Initiative [Wilson]**
- VIII. Town Administrator’s Report**
- IX. Topics for Future Discussion**
- X. Correspondence and Vacancy Report**
- XI. Minutes**
- XII. Adjournment**



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- 1) Southfleet Motor Inn



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

II

PUBLIC HEARING - A

REQUESTED BY:	Community Preservation Committee
DESIRED ACTION:	Discussion
PROPOSED MOTION:	N/A
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



Board of Selectmen

Request for Placement on Agenda

Name: CPC - MARY ROGERS + GARY SORKIN

Address: _____

Company or Organization Representing: _____

Phone Number: _____

Email Address: _____

Specific Request: ANNUAL NEEDS HEARING

WITH AN INTRODUCTION TO NEW GRANT APPLICATIONS

To be Filled out by Dept.

Applicant Notified: _____ Date of Hearing: 1/22/19

Date Request Completed: 1/7/19

Community Preservation Act

WELLFLEET NEEDS ASSESSMENT LIST 2018

Community Housing Needs (#8 has new view pt.)

1. Complete projects that have been planned –Paine Hollow, Route 6 Habitat Housing and Old King's Highway Habitat.
2. Create 114 units of affordable housing to meet the needs of local residents and achieve the State guideline of having 10% of year-round housing be affordable.
3. Rally public support, understanding and creative involvement in affordable housing initiatives.
4. Maximize the use of Community Preservation Funds to secure an adequate funding base for a range of housing initiatives.
5. Continue seeking grants and identifying other funding sources and revenue streams for the Wellfleet Affordable Housing Trust Fund.
6. Work with the Board of Selectmen to gain use of Town owned land within the National Seashore for creation of affordable housing near the Wellfleet Senior Center.
7. Continue to request Town owned land for development of community housing.
8. Assess effectiveness of AADU program in relation to moving to ADUs to create more housing options. (new take)
9. Work with Planning Board and ZBA to develop bylaws to promote more Affordable Housing.
10. Acquire and develop a site that could support a rental development of up to 20 units.
11. Hire a part-time Housing Specialist.

Open Space (with 2018 ConsCom approval)

1. Preserve threatened resources especially in ACEC land.
2. Protect regional water supply/aquifer.
3. Protect regional wetlands and bordering areas.
4. Protect shellfishing/wildlife habitat.
5. Preserve special and unique vegetation.
6. Provide links with existing conservation land for wildlife corridors.
- ~~7. Create/enhance scenic vistas/roadway views.~~
7. Protect from development and for limited and appropriate public access land near ocean, bay and ponds.
8. Seek land for passive recreation.
9. Continue to educate the population regarding the benefits of conservation, and the relationship between excessive growth and ground water quality, waste disposal, harbor health, natural resources and town character.

Historic Preservation

1. Historic Places

- a) Comprehensive update of Wellfleet's historic properties binder 'Form B' inventory sheets – most sheets date from 1989
- b) Signs identifying “Points of Historical Interest” (as seen from the Marina)
- c) Locate and map historic brooks and springs
- d) Wellfleet Schoolhouses: A Survey
- e) A History of the Fire Tower (1928/1960 to the present)
- f) Documentation of Modern Houses (ongoing)
- g) Billingsgate Island (identify relocated buildings)
- h) Explore options for preserving the former Cahoon Hollow U.S. Life Saving Station which is in danger of falling into the ocean. Note: this is a privately-owned historic building (Beachcomber)

2. New England Industries (Wellfleet and the Region)

- a) Railroad Sites across Wellfleet (map and mark, create audio guide)
- b) Salt Works: Then and Now (monograph)
- c) Shipbuilding: Then and Now (document the region's vanishing wooden fishing trawlers)
- d) Cranberry Bogs: Then and Now (monograph)
- e) Fire and Ice: Ice Houses and Finnish Saunas (monograph)
- f) Create an online Historical Maps Room (paper copies, optional)

3. Cultural History

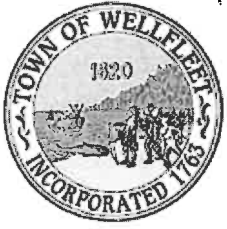
- a) Update 2005 Guide to Monuments, Memorials, and Burying Grounds
- b) Document Wellfleet's Native American Cultural History and Folklore
- c) Identify and map local Paths, Cart Ways, Historic Vistas
- d) A Survey of Local Slang
- f) Women's Christian Temperance Union water fountain at Town Hall (plaque)
- g) Digitize Town of Wellfleet Photograph Collection

Recreation

1. Purchase a 30' x 40' Shade Structure at Baker's Field with permanent posts for use as a sunshade and location for performances at the newly renovated Baker's Field Recreation Facility.
2. Replace the bandstand at the end of the pier.
3. Re-Seal the Basketball Courts.
4. Construct a Bocce/ Boule Court
5. Construct an office adjacent to the gymnasium at the Wellfleet Elementary School.
6. Continue current programs while exploring new ways to serve the recreational needs of the town's citizens of various ages given current growth and changing demographics
 - Contribute to community efforts to construct a dog park
 - Contribute to regional effort to extend bike trail from Wellfleet-P-Town.
 - Contribute to regional effort to build a swimming pool at Nauset Regional High School which would also be available for use by the Community.
7. Coordinate with town members, existing groups, departments and institutions in the active pursuit of recreational goals and needs.
 - Preserve and enhance Town owned ponds and ocean/bay beach facilities with water fountains, showers and/or foot showers.
 - Preserve and enhance historic walking trails and fire roads in and around town ponds, ocean/bay beaches & woodlands.
 - Explore possibility of a regional indoor swimming pool to be used by all ages.

2019 CPC Applications

#	Project	From	Original Request	Revised/ Approved AMT.	date
19-01	Wellfleet Affordable Housing Specialist	Housing Auth & Local Hous Part.	\$75,000.00	\$ 75,000.00	11/14/2018
19-02	Historical Plan for Wellfleet 2019	Historical Commission	\$16,000.00	\$ 30,000.00	12/12/2018
19-03	Recreational Shellfish Nursery	Shellfish Constable	\$17,400.00	\$ 36,850.00	12/12/2018
19-04	Baker's Field Shade Structure	Recreation Dept.	\$54,000.00	\$54,000	12/12/2018
19-05	Cape Housing Institute	CDP	\$7,500.00	\$ 7,500.00	11/14/2018
19-06	Affordable Housing Trust	Housing Authority	\$ 100,000.00	\$ 100,000.00	11/14/2018
			\$269,900.00	\$ 303,350.00	



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

II

PUBLIC HEARING - B

REQUESTED BY:	Ken Kozak
DESIRED ACTION:	Request to close The Wicked Oyster from February 19 through April 4, 2019
PROPOSED MOTION:	I move to approve the request of Ken Kozak to close The Wicked Oyster from February 19 through April 4, 2019.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

III

BUDGET REVIEWS – A

REQUESTED BY:	Town Administrator
DESIRED ACTION:	Approval of Library Budget
PROPOSED MOTION:	I move to approve the Library budget for FY20 as presented (amended).
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

Program Description

The Library's Mission Statement, according to our 5-year plan, submitted to the Massachusetts Board of Library Commissioners for 2019-2023 is as follows: *The Wellfleet Public Library is a welcoming space that is free and open to all and provides books, information, technology, programming, entertainment, outreach, and services of all kinds to educate and enrich the lives of the people of Wellfleet and the greater community.*

The Wellfleet Public Library is a vibrant, thriving community center in the heart of Wellfleet. It is our intention to maintain and build upon this mission and strong commitment to the community.

Budget Statement

The Wellfleet Community has come to expect a certain level of service from the Wellfleet Library. In order to maintain that level of service, the Library is asking for a 4.9% increase in our operating budget for FY20.

FY 2020 Objectives

The Community has come to expect excellence from the Library. It has become clear to us over the past year, that, although the community still needs all the services we have provided in the past, there is a greater need for major, technological assistance from the staff. The usage of public computers rose over the last year, as did the number of reference transactions (which include patrons needing assistance from staff in needing support with computers, the internet including basic services such as email), electronic devices, scanners, printing, copying, and other services offered to the public.

The library is the hub of technology in the town. As such, it provides economic development to the community because the community can no longer apply for jobs, healthcare, and other concerns without being comfortable with technology. The Library is the only place where the Wellfleet population can have access to assistance with these issues.

We are still assessing how we can best serve our patrons according to these and other emerging library trends.

We also plan on working towards the goals on our five year strategic plan by accomplishing the following:

- Continuing to assess our building needs for addition/renovation/restructuring.
- Updating the A/V equipment in the Meeting Room.
- Continuing to build partnerships with local committees and organizations, as well as libraries on the Outer Cape.
- Creating opportunities for patrons in the 18-30 age-group (an elusive population for libraries nationwide).
- Exploring opportunities for assisting residents with programming for free assistance to services such as taxes, health care registration, education, etc.

Culture and Recreation

- Continuing to grow our presence as the technological hub of Wellfleet.
- Building a new library website to allow easy access to information about our expanding services.
- Explore emerging formats to bolster our circulation statistics.

Major Accomplishments for FY 2018

Looking toward our patron needs and the priorities on our five-year plan we accomplished the following:

- Bringing in a consultant from the Massachusetts Board of Library Commissioners to begin evaluating our space for future renovation.
- Bolstering our Outreach, by improving our electronic newsletter ("Mermaid Memo"), creating PSA's with channel 99 for our programming, and boosting our social media presence with Facebook, Twitter, and Instagram.
- Partnering with Town Departments such as the Recycling Committee for major programs such as the Fix-it Clinic and our Reuse Event among others; we also house their community cutlery.
- Creating Town-wide "One Book/One Community" Initiative with the Book, *The Sixth Extinction: An Unnatural History*, by Elizabeth Kolbert that involved reading the book (100 books were given away), having discussion groups, hosting panels, showing documentaries, and promoting materials from our collection on the environment and sustainability; this sort of "community engagement" was praised by the Massachusetts Library System and we were asked to present a table at one of their events.
- Remaining a "five-star" library (11th year in row – we have been five stars since Library Journal started collecting statistics). 5-star rating comes from number of programs, attendance at programs, attendance at the library and number of people who use public computers, and number of materials that circulate (both in print and online).
- Added 20% more programming (mostly for the year-round community).
- Interim administrator of the Wellfleet Cultural District.
- New carpet tiles in the meeting room, with improved acoustics, which were very well received by the community.
- Adding to our "tech drop in hours" by holding hours on Friday afternoons (specifically having those in mind who cannot drive in the dark).
- Built a partnership with Audubon and National Seashore for children's programming, connecting children to the local place where they experience their environment.
- Created a Manga (Japanese Graphic Novel genre) collection with young people who chose the books and activities surrounding them (origami, Japanese lesson).
- I was asked to present on a panel at the annual Massachusetts Library Association annual conference on job-seekers in the library.

Culture and Recreation

Personnel			
<i>Line #</i>	<i>Account</i>	<i>Amount</i>	<i>Description (specify basis for calculation)</i>
A-1	Full-time S&W	\$ 288,145	WEA specified wages and raise
A-2	Part-time S&W	\$ 52, 541	WEA specified wages and raise
A-3	Seasonal/Temporary	\$ 12,620	We added \$9,620 to our regular \$3,000 temp budget. See Additional budget request for narrative.
A-4	Overtime	\$ 0	N/A
A-5	Longevity	\$ 4,638	WEA specified

Operating Expenses			
<i>Line #</i>	<i>Account</i>	<i>Amount</i>	<i>Description (specify basis for calculation)</i>
B-1	Contract-CLAMS	\$ 27,000	Fees rise every year. We usually get a "Small Libraries in Network" (SLIN) Grant from the Mass Board of Library Commissioners in the Spring which lowers the cost. We cannot plan for this in the fall.
B-2	Contract Services	\$ 1,600	Same amount we budgeted for last FY year.
B-3	Telephone	\$ 1500	Same amount we budgeted for last FY year.
B-4	Postage	\$ 450	Same amount we budgeted for last FY year.
B-5	Advertising	\$ 250	Same amount we budgeted for last FY year; we did not use the entire amount, but we may advertise for job, etc.
B-6	Office Supplies	\$ 9,500	Prices for ink and toner have increased <i>significantly</i> as have patron use of printers and copiers.
B-7	Periodicals	\$ 9,000	Same amount budgeted for last FY year.
B-11	Books	\$ 43,000	Same amount budget for last FY year.
B-12	Non-Print Materials	\$ 26,000	\$1,000 more – DVD's and Ebooks are very expensive
B-13	Travel	\$ 1,000	I am the president of the CLAMS board – CLAMS office is located in Hyannis and I also have meetings at other libraries.
B-15	Small Equipment	\$ 5,000	Same amount as budgeted for last FY year

Respectfully Submitted,

**Jennifer Wertkin,
Library Director**

610 Library FY 2020 Additional Budget Request

Additional Amount Requested
\$ 8,620

Budget Line Number

Line # A-3 Account Description: S&W – Temporary

One Time Only or Ongoing Expense?

Ongoing, but not necessarily from a temporary line item; we intend to incorporate this into a staff position in the future.

Description of Program, Product or Service

This additional amount will cover a 10 hour/week, temporary, year-round position at \$18.50/hour. This temporary employee will be specifically tasked with assisting patrons with technical assistance when our Outreach Coordinator is not available. Additionally, there are occasional times when two staff members are absent, and the library needs coverage.

Cost/Benefit Analysis

It is part of our 5-year strategic plan to evaluate our staffing in order to provide superior assistance to the public, be the “hub” of technology for the community and identify the holes in our current staffing structure.

We have observed the immense increase in the need for technical support (please see Budget Request). We have also, for the first time, used some of our temporary budget to provide a substitute for staff absences. We chose a substitute with technical skills. We have watched how, in conjunction with the support already provided by our Outreach Coordinator, the public’s needs are starting to be met on a much wider basis.

While we continue to develop and fine-tune the hours needed to provide the best possible service to the Wellfleet Community, we have decided that we will begin with a temporary, skilled employee to assist us in meet our patron’s needs.

We believe that the benefit far outweighs the cost, as many of our year-round patrons can no longer afford computers, printers, internet or other electronic devices, and the world has become increasingly electronically based. For Wellfleet’s population to remain competent and up-to-date in their skill sets, assistance at the library – the only place for free computing – is crucial.

In order to provide that, we need more skilled help.

It is important to note that, at this time, the Town is only funding the Library's material budget at 85%. (Materials are books, periodicals, and non-print items – not things like office supplies), If our materials budget dips below 80%, the Library is no longer eligible for State Aid, is in danger of decertification, and will no longer be allowed to participate in the CLAMS system. This means that the Library can no longer request books from other Libraries for our patrons or maintain our five-star status.

We are aware that we are sacrificing a larger materials budget, in order to request money for a temporary employee. We do not want to increase our operating budget by more than five percent, so we are making this choice.

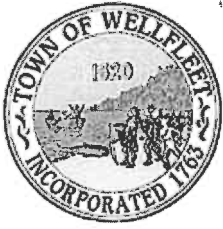
In the future, we will need to increase our materials budget to keep our certification.

Respectfully submitted,

Jennifer Wertkin

610 Library

		FY 2018	FY 2018	FY 2019	FY 2020	Budget Request
		Budget	Actual	Budget	Dept	TA Budget
PERSONNEL:						
A-1	S&W - Full-time	231,527	273,325	281,117	288,145	288,145
A-2	S&W - Part-time	89,871	48,044	51,260	52,541	52,541
A-3	S&W - Temporary	4,000	658	4,000	12,620	12,620
A-4	S&W - Longevity	3,375	3,375	3,913	4,638	4,638
A-5	Health Ins Stipend	0	0	0	0	0
Total Personnel		328,773	325,402	340,290	357,944	357,944
OPERATING EXPENSES						
B-1	Contract - CLAMS	25,000	23,834	26,500	27,000	27,000
B-2	Contract Services	1,600	1,434	1,600	1,600	1,600
B-5	Telephone	1,500	1,728	1,500	1,500	1,500
B-6	Postage	450	421	450	450	450
B-8	Advertising	250	49	250	250	250
B-9	Office Supplies	8,500	8,487	8,750	9,500	9,500
B-10	Periodicals	9,000	8,875	9,000	9,000	9,000
B-11	Books	42,000	40,766	43,000	43,000	43,000
B-12	Non Print Materials	24,000	24,005	25,000	26,000	26,000
B-13	Travel	300	295	1,000	1,000	1,000
B-14	Dues/Memberships	50	0	0	0	0
B-15	Small Equipment	0	0	5,000	5,000	5,000
Total Operating		112,650	109,893	122,050	124,300	124,300
Total Department		441,423	435,295	462,340	482,244	482,244



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

III

BUDGET REVIEWS – B

REQUESTED BY:	Town Administrator
DESIRED ACTION:	Approval of Council on Aging Budget
PROPOSED MOTION:	I move to approve the Council on Aging budget for FY20 as presented (amended).
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

Program Description

“The Mission of the Wellfleet Council on Aging is to enhance the quality of life for residents of the Town sixty years of age and over through an ongoing assessment of the needs of Senior Citizens, by making the community aware of those needs and by overseeing the development and implementation of programs and services to meet those needs.”

The Wellfleet Council on Aging serves two distinct populations; the active Seniors who participate in our exercise classes, art classes, and other activities offered and the frail, homebound elders who require a different set of services centered around our Outreach programming. Aging in Place, translated as being able to stay in your home, is the goal of most Seniors. The biggest concerns are safety, personal care, nutrition, transportation, and access to medical services. The COA collaborates with agencies that provide these services and enables the providers to connect with those who are in need of them.

Budget Statement

For FY20, the operating budget increase is 3.23%. 2.6% of this increase is the increased cost for the VNA to provide services in Wellfleet. The value of these services supports the increased cost. Please note that the requested FY20 operating expense budget is actually less than the FY18 operating expense budget.

FY 2020 Objectives

- 1 – To continue to serve the 60+ population in Wellfleet, focusing on those 75 and over
- 2 – To engage the younger seniors, 60 to 75 and to offer activities and programs and volunteer opportunities that appeal to them and that benefit our older seniors.
- 3 – To continue to work with the Council on Aging Board in their efforts to provide events and programming at the Senior Center
- 4 – Maintain current levels of services both at the Senior Center and in the homes of our homebound Seniors

Major Accomplishments for FY 2018

- 1 - Purchase and delivery of our new Ford Transit 150 van which carries six passengers. Our transportation demands grow every year.
- 2 – Increasing exercise opportunities to ten classes per week and adding two mat classes per week to our menu of exercise opportunities.

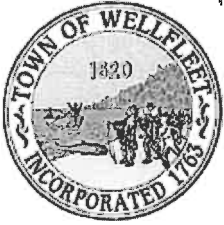
Personnel		
<i>Line #</i>	<i>Account</i>	<i>Description (specify basis for calculation)</i>
A-1	Full-time S&W	Three full-time staff
A-2	Part-time S&W	Four drivers (on call); Food Services Manager; Exercise Coordinator- \$42,000
A-3	Seasonal/Temporary	None
A-4	Overtime	None
A-5	Longevity	\$6,300

Human Services

Operating Expenses			
<i>Line #</i>	<i>Account</i>	<i>Amount</i>	<i>Description (specify basis for calculation)</i>
B-1	Service Contract-Copier	\$3,250	Contracted amount
B-2	Contract Services	\$7,500	Aqua Aerobics instructor; ID Machine annual fee; MySeniorCenter.com annual fee;
B-3	Health Serv. Contract	\$13,500	VNA – please see additional expense request
B-4	Telephone	\$3,500	Land line and cell phone for Outreach and for Van
B-5	Postage	\$600	Postage stamps went up
B-9	Office Supplies	\$2,250	
B-10	Custodial Supplies	\$150	
B-11	Food Supplies	\$15,000	
B-12	Field Supplies	\$600	
B-13	Travel	\$500	
B-14	Dues & Memberships	\$275	

541 Council on Aging

		FY 2018	FY 2018	FY 2019	FY 2020	Budget Request
		Budget	Actual	Budget	Dept	TA Budget
PERSONNEL:						
A-1	S&W - Full-time	139,973	142,504	157,394	161,329	161,329
A-2	S&W - Part-time	39,504	34,069	40,294	42,000	42,000
A-3	S&W - Longevity	5,700	5,700	6,000	6,300	6,300
A-4	Health Ins Stipend	0	6,486	0	0	0
A-5	Vacation Buyout	0	0	0	0	0
Total Personnel		185,177	188,759	203,688	209,629	209,629
OPERATING EXPENSES						
B-1	Service Contract-Copier	2,600	3,249	2,600	3,250	3,250
B-2	Contract Services	7,000	13,381	7,000	7,500	7,500
B-3	Health Serv Contract	12,500	8,638	12,500	13,500	13,500
B-4	Telephone	3,900	3,435	3,900	3,500	3,500
B-5	Postage	500	541	500	600	600
B-6	Office Supplies	2,500	2,032	2,500	2,250	2,250
B-7	Custodial Supplies	250	132	250	150	150
B-8	Food Supplies	17,500	13,488	15,000	15,000	15,000
B-9	Field Supplies	0	586	0	600	600
B-10	Travel	350	685	500	500	500
B-11	Dues/Memberships	255	220	275	275	275
Total Operating		47,355	46,387	45,025	47,125	47,125
Total Department		232,532	235,146	248,713	256,754	256,754



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

III

BUDGET REVIEWS – C

REQUESTED BY:	Town Administrator
DESIRED ACTION:	Approval of Human Services Grants Budget
PROPOSED MOTION:	I move to approve the Human Services Grants Budget for FY20 as presented (amended).
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

520 Human Services FY 2020 Additional Budget Request

Additional Amount Requested
\$100,000

Budget Line Number

Line # B-7 Account Description: vouchers

One Time Only or Ongoing Expense?

This would add three year olds to the voucher program and be an ongoing expense.

Description of Program, Product or Service

Grants for all three year olds whose parents/guardians live in Wellfleet year round for licensed Pre-School programs.

Cost/Benefit Analysis

The success of the vouchers for Four Year olds is documented and dollars spent at the age of Three are a valuable investment. Early intervention dollars are easily outweighed by expenses for children whose educational needs and learning styles are not identified until they are in Elementary School.

520 Human Services Grants

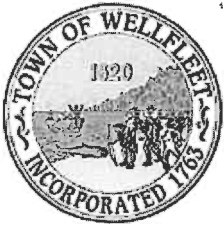
		FY 2018	FY 2018	FY 2019	FY 2020	FY 2020
		Budget	Actual	Budget	Dept	TA Budget
OPERATING EXPENSES						
		0	0	25,000	25,000	25,000
B-1	Navigator Program			2,500		
B-2	AIDS Support	2,000	2,500	4,000		
B-3	Wflr Montessori Preschoc	3,000	4,000	5,000		
B-4	Mustard Seed Kitchen	4,000	5,000	10,000		
B-5	The Childrens Place	10,000	10,000	4,000		
B-6	Wflr Child Care	4,000	4,000		200,000	200,000
B-7	Tuition for 4 Yr Olds	100,000	98,861	100,000		
B-8	Alzheimers Family Supp.	2,000	5,000	5,000		
B-9	Meals on Wheels	1,000	1,500	1,500		
B-10	Coastal Cty Legal Servies	2,000	2,000	2,000		
B-11	Independence House	2,000	3,000	3,000		
B-12	Helping our Women	4,000	4,000	4,000		
B-13	Homeless Prevention Cou	10,000	14,000	14,000		
B-14	Lower Cape Outreach	7,000	7,000	7,000		
	MASS-A-Peal, Inc	4,500	4,500	4,500		
B-15	Consumer Asst Council	300	0	0		
B-16	Gosnold, Inc	10,000	13,500	13,500		
	Outer Cape Health Serv	8,660	0	0	80,000	80,000
B-17	Unallocated	5,540		0		
Total Department		180,000	178,861	205,000	305,000	305,000

542 Council on Aging Board

		FY 2018	FY 2018	FY 2019	FY 2020	FY 2020
		Budget	Actual	Budget	Dept	TA Budget
OPERATING EXPENSES						
B-1	Contract Services	300	0	0	0	0
B-2	Office Supplies	300	0	0	0	0
Total Department		600	0	0	0	0

543 Veteran's Services

		FY 2018	FY 2018	FY 2019	FY 2020	FY 2020
		Budget	Actual	Budget	Dept	TA Budget
OPERATING EXPENSES						
B-1	Assessment	16,594	16,594	16,830	17,335	17,855
B-2	Benefits	12,000	5,133	12,000	12,000	12,000
Total Department		28,594	21,726	28,830	29,335	29,855



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

III

BUDGET REVIEWS – D

REQUESTED BY:	Town Administrator
DESIRED ACTION:	Approval of Marina Enterprise Fund Budget
PROPOSED MOTION:	I move to approve the Marina Enterprise Fund budget for FY20 as presented (amended).
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

Enterprise Fund

FY 2020 Budget Request
Marina Enterprise Fund

		FY 2018	FY 2018	FY 2019	FY 2020	FY 2020
		Budget	Actual	Budget	Dept	TA Budget
PERSONNEL:						
A-1	S&W - Full-time	122,352	128,945	124,848	127,969	127,969
A-2	S&W - Temp./Seasonal	50,000	36,627	50,000	50,000	50,000
A-3	S&W - Overtime	2,000	4,060	2,000	2,000	2,000
A-4	S&W - Weekends	1,300	680	1,300	1,300	1,300
A-5	S&W - Holiday	1,500	564	1,500	1,500	1,500
A-6	S&W - Longevity	1,080	1,275	1,325	1,375	1,375
Total Personnel		178,232	172,152	180,973	184,144	184,144
OPERATING EXPENSES						
B-1	Electricity	8,000	7,189	8,000	8,000	8,000
B-2	Propane Gas	2,000	2,723	2,000	3,000	3,000
B-3	Rep & Maint. Services	6,000	5,669	6,000	6,000	6,000
B-4	Service Contract-Copier	0	0	300	300	300
B-5	Contract Services	10,000	12,986	10,000	13,000	13,000
B-6	Legal	5,000	85	5,000	1,000	1,000
B-7	Education & Training	100	50	100	100	100
B-8	Telephone	1,400	1,496	1,500	1,500	1,500
B-9	Postage	700	37	600	600	600
B-10	Printing	200	0	200	200	200
B-11	Advertising	250	334	250	250	250
B-12	Internet	500	0	500	500	500
B-13	Office Supplies	2,000	2,342	2,000	2,500	2,500
B-14	Rep & Maint. Supplies	6,000	5,564	6,000	6,000	6,000
B-15	Vehicle Supplies	2,000	942	2,023	2,000	2,000
B-16	Gasoline/Diesel	2,500	972	2,500	2,500	2,500
B-17	Resale Gas/Diesel	160,000	137,583	160,000	140,000	140,000
B-18	Other Supplies	1,000	931	3,000	1,000	1,000
B-19	Uniforms	1,000	1,019	0	2,000	2,000
B-20	Travel	100	0	200	200	200
B-21	Dues/Memberships	500	405	500	500	500
B-22	Credit Card Fees	7,000	5,341	7,000	7,000	7,000
B-23	Insurance	0	125	125	125	125
B-24	Small Equipment	1,000	1,976	1,200	1,200	1,200
B-25	Engineering/Marina	20,000	23,365	20,000	20,000	20,000
B-26	Debt-Principal	105,000	110,000	110,000	105,000	105,000
B-27	Debt-Interest	34,000	29,798	23,900	21,750	21,750
B-28	Reserve Contingency	40,000	36,407	42,000	40,000	40,000
B-29	Indirect Costs	55,300	65,300	55,300	55,300	55,300
Total Operating		471,550	452,640	470,198	441,525	441,525
Total Expenses		649,782	624,791	651,171	625,669	625,669

Enterprise Fund

FY 2020 Budget Request
Marina Enterprise Fund

	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2020 Dept	FY 2020 TA Budget
Revenues					
Charges for Services	385,000	318,498	345,000	315,000	315,000
Resale Gas/Diesel	160,000	155,715	150,000	150,000	150,000
Dockage	47,500	65,988	56,000	55,000	55,000
Winter Storage	0	0	4,500		
Other Income	10,000	9,392	12,000	9,000	9,000
Parking - Seasonal	0	30,848	35,000	30,000	30,000
Refunds	0	-811	0		
Interest Income	0	3,700	0		
Total Revenues	602,500	583,330	602,500	559,000	559,000
Other Receipts					
Retained Earnings Transfer	40,282	40,282	31,671	49,669	49,669
Waterways Fund	2,000	2,000	2,000	2,000	2,000
Beach Fund	0	0	10,000	10,000	10,000
Shellfish Fund	5,000	5,000	5,000	5,000	5,000
Total Other	47,282	47,282	48,671	66,669	66,669
Total Receipts	649,782	630,612	651,171	625,669	625,669
Net Income (Loss)		5,821	0	0	0

Dan Hoort

From: Michael Flanagan
Sent: Friday, January 4, 2019 12:39 PM
To: Dan Hoort
Subject: Fuel Tanks

Dan,
I have just received an estimate to remove and replace our underground fuel tanks.
Breakdown:

Design, permitting, and bid documents	\$30,000
Single underground 10,000 gallon split tank Split into 2 compartments, 4,000 and 6,000 gallon	\$450,000
Removal and disposal of old tanks	<u>\$100,000</u>
	\$580,000

The first quote for above ground tanks was \$55,739 plus tank delivery, installation, dispensers etc.
Guesstimate total of **\$160,000?**

It is my feeling that we should pursue the above ground option as it will be less expensive to purchase, install, monitor and maintain, and it would be more environmentally acceptable.
I think we should further discuss this option as we consider the future of 3 Kendrick Ave.

Mike



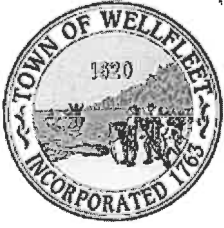
BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

IV

LICENSES – A

REQUESTED BY:	Principal Clerk	
DESIRED ACTION:	Approval of License Renewal	
PROPOSED MOTION:	I move to approve the renewal of Common Victualler licenses for:	
	<ul style="list-style-type: none"> • Bocce Italian Grill • Box Lunch • Blackfish Variety • Boathouse Fish Market • Bookstore & Restaurant • Catch of the Day • Ceraldi • Chequessett Yacht & Country Club • C Shore • Cumberland Farms • Emack & Bolio's • Even'Tide Motel & Cottages • Flying Fish Café • The Fox and Crow Café • Harbor Stage Company • Hatch's Fish Market • JB's Pizza Bar & Grill • Mac's Seafood Market • Mac's Seafood Takeout • Mac's Shack • Mainstay Motor Inn • Maurice's Campground 	<ul style="list-style-type: none"> • Moby Dick's • PB Boulangerie Bistro • Pearl Restaurant • PJ's Family Restaurant • Seaberry Surf Gift Shop • Solace Food Truck • Van Rensselaer's • The Wagner at Duck Creek • Wellfleet Beachcomber • Wellfleet Cinemas • Wellfleet Donuts • Wellfleet Drive-In Flea Market • Wellfleet Marketplace • Wellfleet Miniature Golf, Dairy Bar and Grill • Wellfleet Motel & Lodge • Wellfleet Preservation Hall • The Wicked Oyster • Winslow's Tavern.
ACTION TAKEN:	Moved By: _____ Seconded By: _____	
	Condition(s): _____	
VOTED:	Yea _____ Nay _____ Abstain _____	



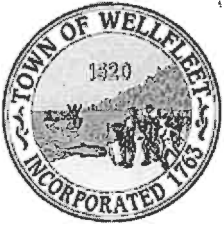
BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

IV

LICENSES – B

REQUESTED BY:	Principal Clerk
DESIRED ACTION:	Approval of License Renewal
PROPOSED MOTION:	<p>I move to approve the renewal of Weekly Entertainment licenses for:</p> <ul style="list-style-type: none">• Bocce Italian Grill• Bookstore & Restaurant• C Shore• Flying Fish Café• Harbor Stage Company• PB Boulangerie Bistro• Pearl Restaurant• Van Rensselaer's• The Wagner at Duck Creek• Wellfleet Beachcomber• Wellfleet Cinemas• Wellfleet Drive-In Flea Market• Wellfleet miniature Golf, Dairy Bar and Grill• Wellfleet Preservation Hall• The Wicked Oyster• Winslow's Tavern.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



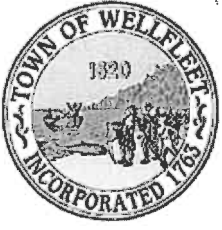
BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

IV

LICENSES – C

REQUESTED BY:	Principal Clerk
DESIRED ACTION:	Approval of Renewal of Food Truck License
PROPOSED MOTION:	I move to approve the renewal of the Food Truck License for Solace Food Truck.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

IV

LICENSES - D

REQUESTED BY:	Principal Clerk
DESIRED ACTION:	Approval of Renewal of Class II License
PROPOSED MOTION:	I move to approve the renewal of the Class II License for Slaibi Enterprises.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

IV

LICENSES – E

REQUESTED BY:	Principal Clerk
DESIRED ACTION:	Approval of Renewal of Automatic Amusement License
PROPOSED MOTION:	I move to approve the renewal of the Automatic Amusement License for Southfleet Motor Inn.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

V

APPOINTMENTS/REAPPOINTMENTS - A

REQUESTED BY:	Principal Clerk
DESIRED ACTION:	Appointment of Peg Carnduff to the Council on Aging Board
PROPOSED MOTION:	I move to appoint Peg Carnduff to the Council on Aging Board for a term to expire on June 30, 2021.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	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 Peg Carnduff Date 26 December 2018
Mailing Address 55 Highmeadow Rd
Wellfleet MA 02667
Phone (Home) 508-214-0650 (cell) 860-989-8828
E-mail pcarnduff2@comcast.net

Please describe briefly any work experience, including volunteer service, that you feel would be useful to the Town: _____

Past President, Avon Historical Society. Initiated and implement Wellfleet library's Homebound Book Delivery Service. Volunteer w/ Mustard Seed.

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

Retired Career & Outplacement Consultant
M.A. Guidance, Counseling, Human Services
B.A. Summa cum laude, English

Committees/Boards of Interest: 1) Board of the Council on Aging
2) _____
3) _____

DEC 26 2018



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

V

APPOINTMENTS/REAPPOINTMENTS - B

REQUESTED BY:	Principal Clerk
DESIRED ACTION:	Appointment of Christopher Allgeier to the Dredging Committee/Task Force
PROPOSED MOTION:	I move to appoint Christopher Allgeier to the Dredging Committee/Task Force with a term _____
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s): _____
VOTED:	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 Christopher J. Allgeier Date January 12, 2019

Mailing Address 205 Mayflower Drive
Wellfleet, MA 02667

Phone (Home) N/A (cell) 908 247 9944

E-mail cjallgeier@gmail.com

Please describe briefly any work experience, including volunteer service, that you feel would be useful to the Town:

I am interested in the Dredging Committee/Task Force. I plan to retire May 1, 2019 after 46 years working on large engineering and construction projects, primarily in the energy sector. I could also be somewhat available prior to May 1, 2019.

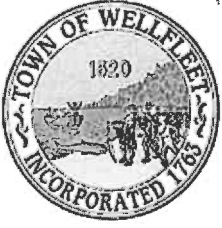
Open to discussion with respect to other committees where I could be helpful.

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

- BS Civil Engineering – Bucknell University
- MS Civil Engineering (Construction Management) – Stanford University
- Some dredging experience early in my career.

Committees/Boards of Interest: 1) Dredging Committee/Task Force
2) TBD
3) TBD

JAN 14 2019



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

VII

BUSINESS – A

REQUESTED BY:	Town Administrator
DESIRED ACTION:	Adoption of hiring process as outlined by Chief Fisette
PROPOSED MOTION:	I move to adopt a hiring process for the new Police Chief as outlined by Chief Fisette. or I move to add the hiring process for the Police Chief to a future agenda.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

Town of Wellfleet
Police Department

December 6, 2018

To: Board of Selectboard
From: Chief Ronald L. Fiset

Subject: POLICE CHIEF HIRING PROCESS

With my intent to retire in FY 2020, this puts the town in the position of having to hire a new Police Chief. Fortunately, we don't do this often, so I thought I would provide some information for your consideration.

As with all police appointments, from the Police Chief through the ranks to the officers, including Special Officers, this power lies with the Board of Selectboard. We have plenty of experience of hiring officers, vetting them and bringing them before the Board of Selectboard for their appointment. This also includes the promoting from within, for the ranks of Sergeant, Lieutenant and the Police Chief.

In October 2010 I was appointed by the Board of Selectboard as the Acting Police Chief. In April 2011 I was appointed by the Board of Selectboard the permanent position of Police Chief, the position I have held till my pending retirement. The process used to reach my final promotion was that the previous Police Chief presented to the Board of Selectboard my wish and interest in being his successor for the position. The Board of Selectboard at that time had a familiarity and comfort level of my ability and knowledge of who I was. It is my belief that the Board of Selectboard then and subsequent boards have been happy with this decision and the direction of the Wellfleet Police Department over the past nine years. No formal process was used in filling this spot, other than the Board of Selectboard making the appointment. It wasn't advertised, no selection committee, no consultant hired to identify a group of candidates. It was their belief that they liked how the Wellfleet Police Department operated and they had a clear leader who had the ability, the desire and the historical knowledge to fill the position.

I believe we have the same situation now as we had in 2010. I believe the Board of Selectboard, the town and all are happy with the direction of the Wellfleet Police Department and are very supportive of what we do day in and day out. I believe Lt. Mike Hurley has the interest, ability, and the historical knowledge to be the next successful Police Chief. I believe members of the Board of Selectboard have familiarity of Lt. Hurley from his day to day operation of the police department to include, operational command of the Oyster Festival, working on the new police station project and most recently as the liaison to the parking task force.

I would urge the Board of Selectboard to consider identifying Lt. Mike Hurley as the next Police Chief upon my retirement. This would negate the need to advertise for the position, selection committee and the cost of consultants, etc. and provide us clear direction on how we proceed with the transition. We have staffing issues, budget issues, and many issues that need to be addressed. These many issues are the reason why I gave such a lengthy notice of my intent to retire. My desire is to make this as smooth and seamless process as possible. To that end we are in the preliminary stages of working with the Town Administrator on how we anticipate the process will go.

Lt. Mike Hurley and myself are available when the Selectboard is ready to consider this matter.

Respectfully submitted for your information and consideration.

Ronald L. Fiset,
Police Chief

cc: Dan Hoort, Town Administrator



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

VII

BUSINESS – B

REQUESTED BY:	Town Administrator
DESIRED ACTION:	Approval of Eversource Energy to: <ol style="list-style-type: none">1) Install 266 ft of underground conduit at 300 Main Street2) Easement at 300 Main Street3) Install cable/conduit at 720 and 760 Chequessett Neck Road
PROPOSED MOTION:	<ol style="list-style-type: none">1) I move to allow Eversource Energy to install 266 ft of underground conduit at 300 Main Street.2) I move to allow Eversource Energy to have an easement at 300 Main Street.3) I move to allow Eversource Energy to install cable/conduit at 720 and 760 Chequessett Neck Road.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

TO: Board of Selectmen

From: Principal Clerk 

Date: December 20, 2018

RE: Conduit Hearing

A hearing was held on Thursday, December 20, 2018 at 3:00 p.m. in the Wellfleet Town Hall Conference Room, on the petition of Eversource Energy to install 266' of underground conduit and cable at 300 Main Street in Wellfleet.

A copy of the minutes is attached.

I recommend that the Board vote to approve this petition.

MINUTES


Conduit Hearing

A hearing was held on Thursday, December 20, 2018 at 3:00 p.m. in the Wellfleet Town Hall Conference Room, on the petition of Eversource Energy to install 266' of underground conduit and cable at 300 Main Street in Wellfleet.

Jeanne Maclauchlan called the meeting to order at 3:01 p.m. and read the legal advertisement which had been posted with the Town Clerk. Also present was Jessica Elder from Eversource Energy.

The hearing closed at 3:02 p.m.

Respectfully submitted,


Jeanne Maclauchlan
Principal Clerk

DUE TO A SCHEDULING CONFLICT, THE HEARING HAS BEEN CHANGED TO THURSDAY,
DECEMBER 20, 2018 at 3:00 P.M .

TOWN OF WELLFLEET
PUBLIC HEARING

Notice is hereby given that a public hearing will be held on ~~Friday, December 21, 2018 at 10:00 a.m.~~ in the Wellfleet Town Hall Conference Room, on the petition of Eversource Energy to install 266' of underground conduit and cable at 300 Main Street in Wellfleet.
A copy of the petition is available for inspection in the Administration Office.

November 30, 2018

Board of Selectmen
Town of Wellfleet
Town Hall
300 Main Street
Wellfleet, MA 02667

Dear Board Members:

Enclosed is a petition to install approximately 266 feet of conduit/cable in the public way in Main Street, West of Bank Street, Wellfleet.

This proposed location (s) is required for future Electric Vehicle Charging Station. This petition will require a notice to abutters and a hearing.

Will you please present this petition before the Board for customary action and approval.

If you have any questions, please call me at 508-441-5177.

Warm Regards,

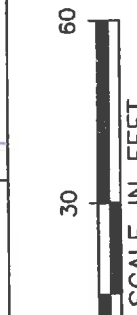
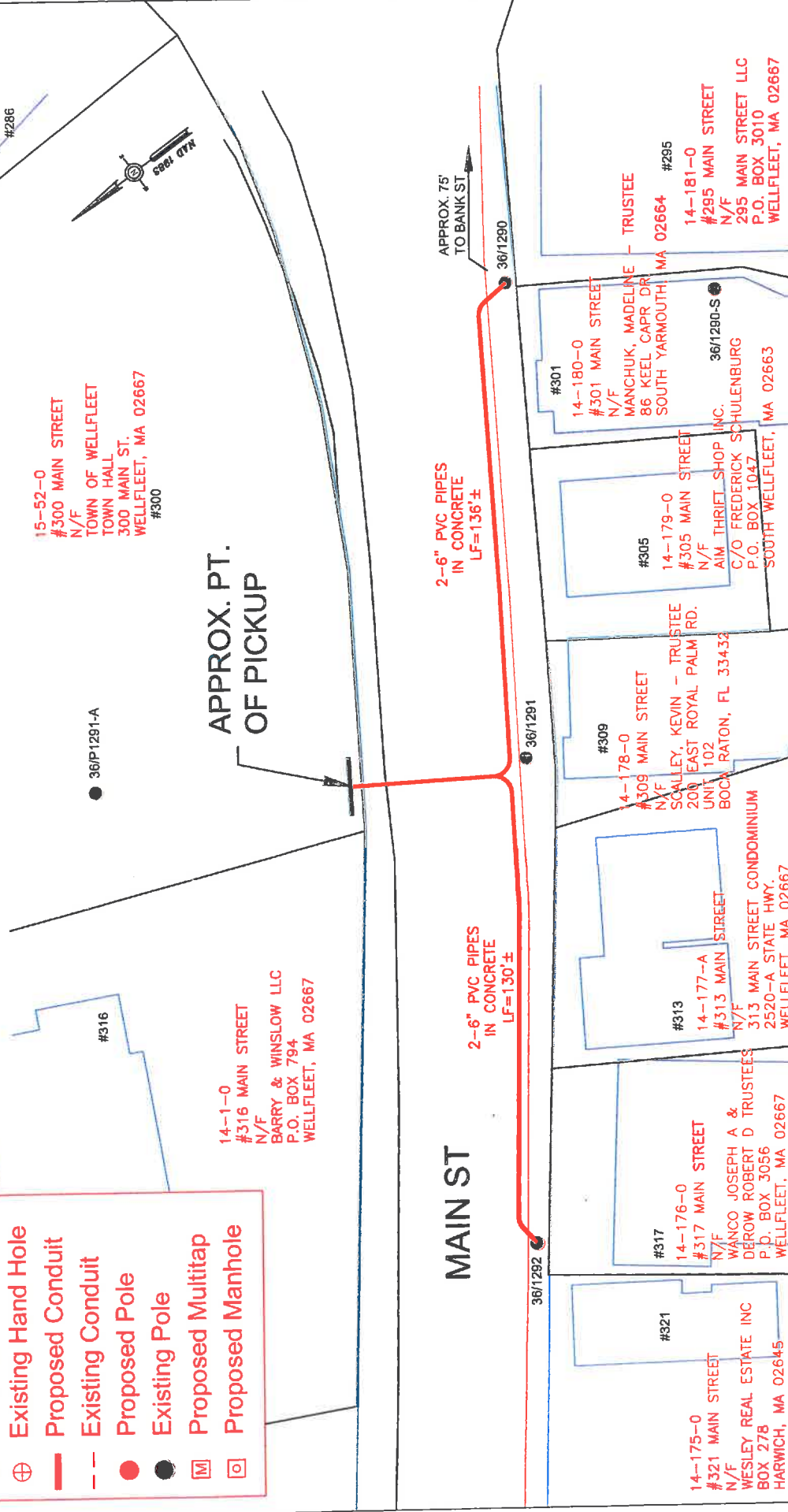


Donna Rosa
Right of Way Agent
EVERSOURCE ENERGY

Plan to accompany petition of EVERSOURCE ENERGY
 To install 266' of conduit in town road
 to provide electric service for customer at #300 Main St..

LEGEND

- ⊕ Proposed Hand Hole
- ⊕ Existing Hand Hole
- Proposed Conduit
- - Existing Conduit
- Proposed Pole
- Existing Pole
- Ⓜ Proposed Multitap
- Ⓜ Proposed Manhole



BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT THE INFORMATION OF ANY KIND, EXPRESS OR IMPLIED, IS PROVIDED AS IS AND THAT YOU WILL BE RESPONSIBLE FOR VERIFYING THE ACCURACY OF THE INFORMATION. THE INFORMATION IS PROVIDED FOR YOUR INFORMATION ONLY AND IS NOT TO BE USED FOR ANY OTHER PURPOSES. THE INFORMATION IS PROVIDED AS IS AND IS NOT TO BE USED FOR ANY OTHER PURPOSES. THE INFORMATION IS PROVIDED AS IS AND IS NOT TO BE USED FOR ANY OTHER PURPOSES.

Plan #	2288454
Ward #	
Work Order #	2288454
Surveyed by:	n/a
Research by:	n/a
Plotted by:	SC
Proposed Structures:	TL
Approved:	A DEBENEDICTS
P#	

Plan of #300 Main Street
Wellfleet

Showing Proposed Conduit location

Scale 1"=30'
DATE November 30, 2018

SHEET 1 of 1



MASS. LAW
 REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES
 BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

**PETITION FOR
UNDERGROUND CABLE AND CONDUIT LOCATIONS
WO#02288454**

**Wellfleet, Massachusetts
To the Board of Selectmen for the Town of Wellfleet, Massachusetts.**

November 30, 2018

NSTAR ELECTRIC COMPANY/d/b/a EVERSOURCE ENERGY

request permission to locate underground cables, conduits and manholes, including the necessary sustaining and protecting fixtures, in, under, along and across the following public way or ways:

**300 Main Street, Wellfleet
To install 266' of conduit and cable**

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to install and maintain underground cables, conduits, and manholes, together with such sustaining and protecting fixtures as it may find necessary, said underground cables, conduits, and manholes to be installed in accordance with the plan files herewith marked Plan No. 2288454 Dated November 30, 2018.

NSTAR ELECTRIC COMPANY/d/b/a EVERSOURCE ENERGY

By



**Right of Way Agent
Donna Rosa**

**FORM OF ORDER FOR
UNDERGROUND CABLE AND CONDUIT LOCATIONS**

IN BOARD OF SELECTMEN FOR THE TOWN OF WELLFLEET, MASSACHUSETTS.

Notice having been given and a public hearing held, as provided by law,
IT IS HEREBY ORDERED:
that the **NSTAR ELECTRIC COMPANY/D/B/A EVERSOURCE ENERGY**

be and it is hereby granted a location for and permission to install and maintain underground cables, conduits and manholes, together with such sustaining and protecting fixtures as said Company may deem necessary, in, under, along and across the public way or ways hereinafter referred to, as requested in petition of said Company dated the 30th day of November 30, 2018.

All construction under this order shall be in accordance with the following conditions:

Cables, conduits, and manholes shall be installed substantially at the point indicated upon the plan marked Plan No. 2288454 Dated November 30, 2018 filed with said petition. The following are the public ways or parts of ways under, along and across which the cables above referred to may be installed under this order.

300 Main Street, Wellfleet

Two Hundred Sixty Six feet conduit and cable

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen of the Town of Wellfleet, Massachusetts held on the eighth day of January 2019.

Clerk of Selectmen.

_____, Massachusetts _____ 2019.

Received and entered in the records of location orders of the Town of Wellfleet
Book _____ Page _____.

Attest:

Town Clerk

This form should be used by the Town Clerk to make a certified copy of the Original and mail same to:

Eversource Energy
50 Duchaine Blvd.
New Bedford, MA 02745
Attn: Donna Rosa

We hereby certify that on December 20 ²⁰¹⁸~~2019~~, at 3:00 o'clock,
P M. at Town Hall Conference Room a public hearing was held on the
petition of the

NSTAR ELECTRIC COMPANY/d/b/a EVERSOURCE ENERGY for permission to install and maintain the underground cables, conduits, manholes and fixtures described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to install underground cables, conduits, manholes and fixtures under said order. And that thereupon said order was duly adopted.

Selectmen of the Town of
Wellfleet, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of a location order and certificate of hearing with notice adopted by the Board of Selectmen of the Town of Wellfleet, Massachusetts, on the eighth day of January 2019, and recorded with the records of location orders of said Town,
Book _____, Page _____.

This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:

Town Clerk.

WO #2288454
MAIN STREET
WELLFLEET, MA 02667

15-51-0
#286 MAIN STREET
N/F
BAROCAS, MORRIS & YVONNE F.
166 HERRING RIVER RD.
WELLFLEET, MA 02667

14-181-0
#295 MAIN STREET
N/F
295 MAIN STREET LLC
P.O. BOX 3010
WELLFLEET, MA 02667

15-52-0
#300 MAIN STREET
N/F
TOWN OF WELLFLEET
TOWN HALL
300 MAIN ST.
WELLFLEET, MA 02667

14-180-0
#301 MAIN STREET
N/F
MANCHUK, MADELINE - TRUSTEE
86 KEEL CAPR DR.
SOUTH YARMOUTH, MA 02664

14-179-0
#305 MAIN STREET
N/F
AIM THRIFT SHOP INC.
C/O FREDERICK SCHULENBURG
P.O. BOX 1047
SOUTH WELLFLEET, MA 02663

14-178-0
#309 MAIN STREET
N/F
SCALLEY, KEVIN - TRUSTEE
200 EAST ROYAL PALM RD.
UNIT 102
BOCA RATON, FL 33432

14-177-A
#313 MAIN STREET
N/F
#313 MAIN STREET CONDOMINIUM
2520-A STATE HWY.
WELLFLEET, MA 02667

14-1-0
#316 MAIN STREET
N/F
BARRY & WINSLOW LLC
P.O. BOX 794
WELLFLEET, MA 02667

14-176-0
#317 MAIN STREET
N/F
WANCO JOSEPH A &
DEROW ROBERT D TRUSTEES
P.O. BOX 3056
WELLFLEET, MA 02667

14-175-0
#321 MAIN STREET
N/F
WESLEY REAL ESTATE INC
BOX 278
HARWICH, MA 02645



50 Duchaine Blvd., New Bedford, Massachusetts 02745

December 26, 2018

Town of Wellfleet
300 Main Street
Wellfleet, MA 02667

Re: 300 Main Street, Wellfleet, MA
WO#2288454 Underground: 96100/010 thru 050

Dear Selectboard:

Enclosed are two originals of a standard NSTAR Electric Company (d/b/a Eversource Energy) Easement for the above referenced address. The execution of this Easement is a requirement of NSTAR Electric (d/b/a Eversource Energy) before the company can place the necessary equipment on your property to provide the service that has been requested.

In order for Eversource Energy to gain access, own and maintain the facilities being installed at this location, we must obtain the proper legal rights from the owner of this property, which is the Town of Wellfleet.

If this meets with your approval, please obtain all signatures as required and return one original copy of the fully executed instrument to me in the enclosed envelope by **January 11, 2019**. Please note that if we do not receive the executed instrument by the stated date, there will be a delay in providing the requested service. You may retain the additional copy for your records.

Do not hesitate to call with any questions.

Sincerely,

Donna Rosa
Right of Way Agent
(508) 441-5177

DR: dr
Enclosures

DEC 26 2018

EASEMENT FOR ELECTRIC SERVICE

KNOW ALL MEN BY THESE PRESENTS, that:

TOWN OF WELLFLEET., Massachusetts, whose address is 300 Main Street, Wellfleet, Massachusetts, 02667

hereinafter referred to as the Grantor, for the nominal consideration of One Dollar (\$1.00), grants to

NSTAR ELECTRIC COMPANY, d/b/a Eversource Energy a Massachusetts corporation, having its principal place of business at 800 Boylston Street, Boston, Massachusetts 02199, its successors, assigns and licensees, hereinafter referred to as the Grantee,

with quitclaim covenants, the right and easements (as more particularly described below) for underground lines for distribution of electricity, and lines for control, relay and communication purposes over, across, upon and under certain parcels of land and private ways constituting a subdivision owned by the Grantor (the "Premises") located at 300 Main Street, Wellfleet, Massachusetts.

The Premises are a portion of the land described in the Deeds filed in the Barnstable County Registry of Deeds in Book 1025, Page 350.

The Premises being shown as Lot 52 on the Town of Wellfleet assessors Map 15.

The easement rights granted herein are more particularly described as the right, from time to time and within the Premises, to install, construct, reconstruct, alter, extend, operate, inspect, maintain, repair, replace and remove (a) in the private ways laid out within the Premises, underground buried cables, wires, conduits, pipes, splice boxes, manholes, hand-holes, wire distributing facilities, fixtures, appurtenances, service and lamp connections, with the wires and cables therein, and all necessary foundations, poles, anchors, and other supporting appurtenances deemed necessary by Grantee for the purposes specified above; (b) on the Grantor's land adjacent to said private ways, and within strips ten (10) feet in width of the Grantor's land contiguous to the sidelines of said private ways, above-ground pedestals, concrete pads, transformers, switchgear, lamp posts and apparatus cabinets with the necessary wires, cables, terminals, fixtures and appurtenances connecting said transformers, lamp posts and switchgear, as deemed necessary by Grantee for the purposes specified above (hereinafter (a) and (b) are collectively referred to as "Equipment"), and (c) together with the right and easement to enter upon the

Mail to: Eversource Energy, 50 Duchaine Blvd., New Bedford, MA 02745, Attn: Donna Rosa

96100/010 - 050

300 MAIN STREET, WELLFLEET
WO#2288454

Premises, including vehicular access for construction and maintenance purposes, as may be necessary from time to time for all of the foregoing purposes, utilizing existing paved ways and parking areas on the Premises to the extent practicable.

All Equipment shall be installed in conformance with Grantee's "Information & Requirements for Electric Service," as issued by Grantee from time to time. It is agreed that said Equipment within said private ways and within said strips of land ten (10) feet in width contiguous thereto is to be installed by and at the expense of the Grantor but are to be owned and maintained by the Grantee.

All Equipment shall be installed in locations mutually agreed upon by Grantor and Grantee. To the extent that no location is determined in advance, the location of the easement shall be fixed by the actual installation of the Equipment, and, unless specified otherwise, shall be 15 feet in width, centered on the Equipment as installed.

Grantor may at any time, at its sole cost and expense, prepare and submit to Grantee for review and approval an "as built" plan of the Equipment in recordable form. Upon approval of such plan, and concurrently with the recording of such plan, the parties shall execute and record an amendment to this instrument, fixing the location of the easements granted hereunder to the locations and dimensions shown on such plan; provided, that Grantee shall have the right of access over the remainder of the Premises for all purposes contemplated by this agreement.

Grantor will not erect or permit any structures or obstructions which in the reasonable judgment of the Grantee might interfere with the safe operation and maintenance of the Equipment. Grantee shall have the right to cut down and keep trimmed all trees, bushes, underbrush and growth as the Grantee may from time to time deem reasonably necessary for the safe operation and maintenance of the Equipment.

All work by Grantor or Grantee under this Easement shall be done in a good and workmanlike manner by competent personnel or contractors, in conformity with all applicable permits, licenses, ordinances, laws and regulations, and free from any liens for labor or materials. The party performing the work shall be responsible for obtaining all applicable permits.

Except in the event of emergency, prior to commencing any work at the Premises, Grantee shall endeavor to provide Grantor with such notice as may be practicable under the circumstances, which may consist of telephone or other verbal notification. The Grantee shall restore the surface of the Premises (by grading, paving or reseeding) wherever damaged by the Grantee by reason of its work as closely as reasonably practicable to the condition of such surface before such work.

In the conduct of all work, neither party shall unreasonably interfere with the business, operations or access of the other party, its employees, invitees or contractors, or any other person having an interest in the Premises.

Grantee shall have the right to connect the Equipment with its facilities located or which may be placed in private or public ways adjacent to the Premises. Grantee shall have the right to extend the lines from time to time, and the right to use the Equipment, to serve other customers of Grantee who may conveniently be served thereby.

Grantee shall indemnify, defend and hold harmless the Grantor, its successors and assigns, from and against any claim, cost, loss or liability incurred by Grantor for physical damage or injury resulting from the negligence or willful misconduct of the Grantee, its employees, agents and contractors in the conduct of the work at the Premises pursuant to this easement. Nothing herein shall be construed to impose on the Grantee any liability for indirect, consequential, punitive or other special damages.

Grantor may request that Grantee relocate any of the Equipment installed by the Grantee to another location on the Premises acceptable to the Grantee. Such relocation shall be at the sole cost and expense of the Grantor.

Grantor shall have the right to use the Premises, and the right to grant to others the right to use the Premises, for all purposes that do not unreasonably interfere with the rights granted to the Grantee hereby.

All Equipment installed within the Premises pursuant to this easement shall remain the property of the Grantor and Grantee shall pay all taxes assessed thereon.

This easement is executed pursuant to, and shall be subject to, the Grantee's Terms and Conditions of Service, as filed with and approved by the Massachusetts Department of Public Utilities from time to time.

EXECUTED as an instrument under seal this ____ day of _____, 2019.

TOWN OF WELLFLEET

JANET REINHART, Chair person

HELEN MIRANDA WILSON, Vice-Chair person

JUSTINA, CARLSON, Clerk

KATHLEEN BACON

JERRY HOUK

COMMONWEALTH OF MASSACHUSETTS

On this ____ day of _____, 2019, before me, the undersigned notary public, personally appeared JANET REINHART, HELEN MIRANDA WILSON, JUSTINA CARLSON, KATHLEEN BACON, and JERRY HOUK, proved to me through satisfactory evidence of identification, which was _____, to be the person whose name is signed on the preceding document, and acknowledged to me that they signed it voluntarily for its stated purpose, as the Town of Wellfleet Select board.

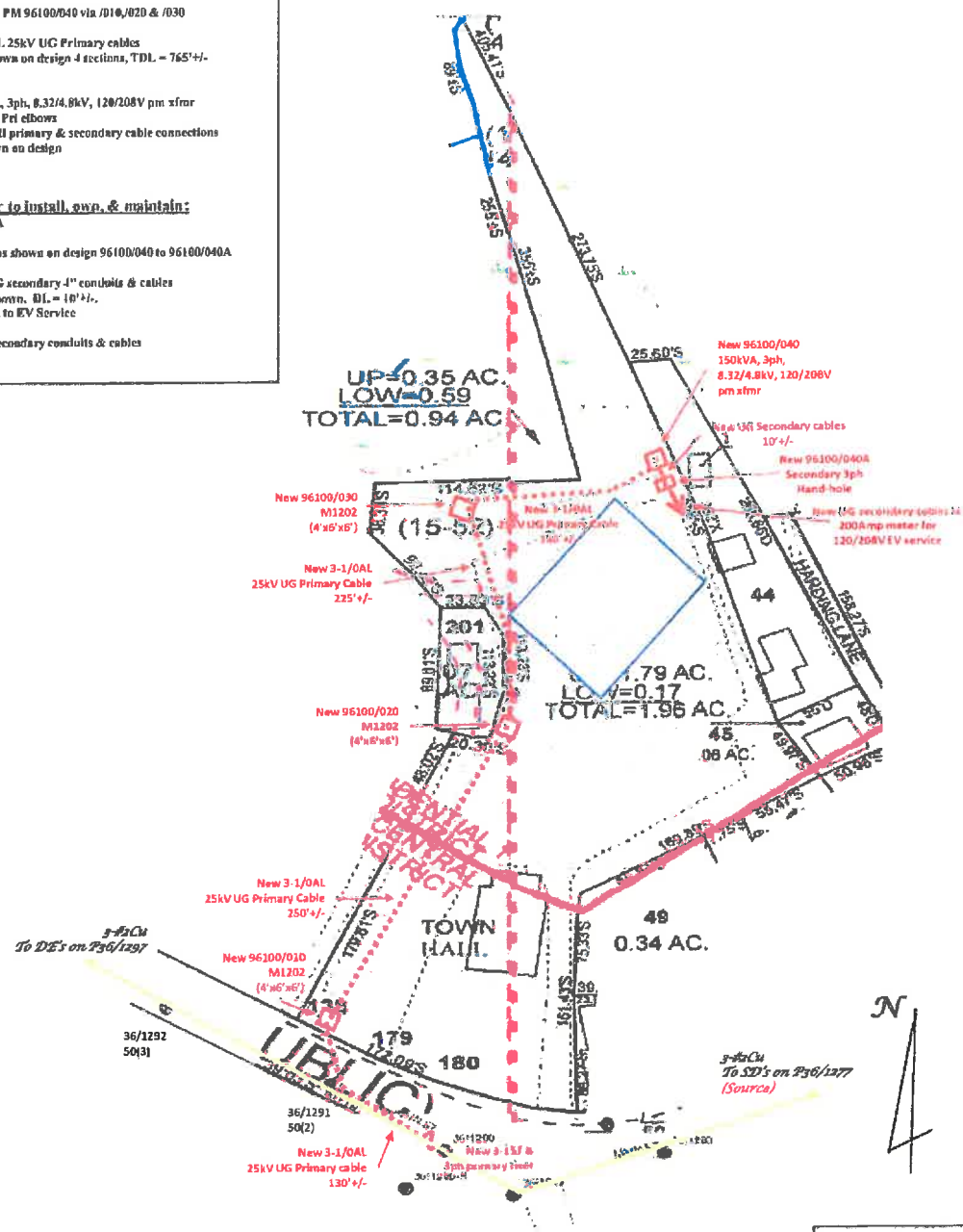
Notary Public Signature

My Commission Expires: _____


Print Notary Public Name

Eversource to install, own & maintain:
 36/1290
 Inst
 3-15T fused cutouts & 3ph Primary riser
 1-FG8PA, 1-R1, 3-PI & 1-LPT
 Xfer
 OH
 36/1292
 Inst
 1-FG8PA, 1-R1, 3-PI & 1-LPT
 Xfer
 OH
 36/1290 to PM 96100/040 via /D10, /020 & /030
 Inst
 3-1/0AL 25kV UG Primary cables
 as shown on design & sections, TDL = 765' +/-
 96100/040
 Inst
 150kVA, 3ph, 8.32/4.8kV, 120/208V pm xfmr
 3-200A Pri elbows
 make all primary & secondary cable connections
 as shown on design

Customer to install, own, & maintain:
 96100/040A
 Inst
 1-HH as shown on design 96100/040 to 96100/040A
 Inst
 All UG secondary 4" conduits & cables
 as shown. DL = 10' +/-
 96100/040A to EV Service
 Inst
 All secondary conduits & cables



96100 Eversource
 Sketch is not to scale

TO: Board of Selectmen
From: Principal Clerk 
Date: January 17, 2019
RE: Conduit Hearing

A hearing was held on Thursday, January 17, 2019 at 3:00 p.m. in the Wellfleet Town Hall Conference Room, on the petition of Eversource Energy to install 50' of underground conduit/cable at 720 Chequessett Neck Road and 50' of underground conduit/cable at 760 Chequessett Neck Road in Wellfleet.

A copy of the minutes is attached.

I recommend that the Board vote to approve this petition.

MINUTES


Conduit Hearing

A hearing was held on Thursday, January 17, 2019 at 3:00 p.m. in the Wellfleet Town Hall Conference Room, on the petition of Eversource Energy to install 50' of underground conduit/cable at 720 Chequessett Neck Road and 50' of underground conduit/cable at 760 Chequessett Neck Road in Wellfleet.

Jeanne Maclauchlan called the meeting to order at 3:00 p.m. and read the legal advertisement which had been posted with the Town Clerk. Also present were Jessica Elder from Eversource Energy and property owner Mark Rheault. The sketch was discussed.

The hearing closed at 3:02 p.m.

Respectfully submitted,


Jeanne Maclauchlan
Principal Clerk



484 Willow St
W. Yarmouth, MA 02673

January 3, 2019

Board of Selectmen
Town of Wellfleet
Town Hall
300 Main Street
Wellfleet, MA 02667

Dear Board Members:

Enclosed is a petition to install approximately 50 feet of conduit/cable under the public road in Chequesset Neck Road, Wellfleet.

This proposed location is to provide underground electric service to the customer at 720 Chequesset Road. This petition will require a notice to abutters and a hearing.

Will you please present this petition before the Board for customary action and approval.

If you have any questions, please call me at 508-790-9022.

Warm Regards,

Jessica Elder
Right of Way Agent
EVERSOURCE ENERGY

JAN - 3 2019

**PETITION FOR
UNDERGROUND CABLE AND CONDUIT LOCATIONS
WO#02283591**

Barnstable, Massachusetts

December 21, 2018

To the Board of Selectmen for the Town of Wellfleet, Massachusetts.

NSTAR ELECTRIC COMPANY/d/b/a EVERSOURCE ENERGY

request permission to locate underground cables, conduits and manholes, including the necessary sustaining and protecting fixtures, in, under, along and across the following public way or ways:

720 Chequessett Neck Road, Wellfleet

To install approximately 50' (fifty-feet) of conduit and cable in town road

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to install and maintain underground cables, conduits, and manholes, together with such sustaining and protecting fixtures as it may find necessary, said underground cables, conduits, and manholes to be installed in accordance with the plan files herewith marked sketch No. 2283591 Dated July 11, 2018.

NSTAR ELECTRIC COMPANY/d/b/a EVERSOURCE ENERGY

By _____

**Right of Way Agent
Jessica S. Elder**

**FORM OF ORDER FOR
UNDERGROUND CABLE AND CONDUIT LOCATIONS
WO#2283591**

IN BOARD OF SELECTMEN FOR THE TOWN OF WELLFLEET, MASSACHUSETTS.

Notice having been given and a public hearing held, as provided by law,
IT IS HEREBY ORDERED:
that the **NSTAR ELECTRIC COMPANY/D/B/A EVERSOURCE ENERGY**

be and it is hereby granted a location for and permission to install and maintain underground cables, conduits and manholes, together with such sustaining and protecting fixtures as said Company may deem necessary, in, under, along and across the public way or ways hereinafter referred to, as requested in petition of said Company dated the 21st day of December, 2018.

All construction under this order shall be in accordance with the following conditions:

Cables, conduits, and manholes shall be installed substantially at the point indicated upon the plan marked Plan No.2283591 Dated July 11, 2018 filed with said petition. The following are the public ways or parts of ways under, along and across which the cables above referred to may be installed under this order.

720 Chequessett Road, Wellfleet

Fifty feet conduit and cable in town road

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen of the Town of Wellfleet, Massachusetts held on the twenty ninth day of January 2019.

Clerk of Selectmen.

Wellfleet, Massachusetts January 29, 2019

Received and entered in the records of location orders of the Town of Wellfleet
Book _____ Page _____.

Attest:

Town Clerk

We hereby certify that on January 17, 2019 at 3: o'clock,
P M. at Town Hall Conference Room a public hearing was held on the
petition of the

NSTAR ELECTRIC COMPANY/d/b/a EVERSOURCE ENERGY for permission to install and maintain the underground cables, conduits, manholes and fixtures described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to install underground cables, conduits, manholes and fixtures under said order. And that thereupon said order was duly adopted.

Selectmen of the Town of
Wellfleet, Massachusetts

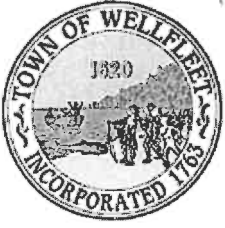
CERTIFICATE

I hereby certify that the foregoing is a true copy of a location order and certificate of hearing with notice adopted by the Board of Selectmen of the Town of Wellfleet, Massachusetts, on the 29th day of JANUARY, 2019 ~~2018~~, and recorded with the records of location orders of said Town,
Book _____, Page _____.

This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:

Town Clerk.



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

VII

BUSINESS – C

REQUESTED BY:	Town Administrator
DESIRED ACTION:	Consider disposition of town owned property to the Wellfleet Housing Authority. Note: This item was postponed from the 01/15/19 meeting.
PROPOSED MOTION:	1.) I move to refer the possible disposition of town owned property as shown on the Assessor's map 14, parcels 112 and 119 to all committees, boards, departments and other potentially interested parties.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



DEC 14 2018

Wellfleet Housing Authority

300 Main Street

Wellfleet, MA 02667

To: Wellfleet Select Board

From: Elaine McIlroy, Wellfleet Housing Authority

CC: Dan Hoort, Town Administrator

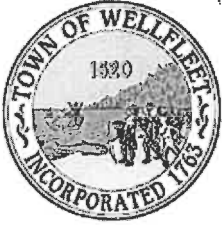
Date: December 12, 2018

Re: Disposition of Town-owned property

In accordance with the Select Board's policy on Disposition of Town-owned property, the Wellfleet Housing Authority is submitting a formal request to use the following parcels for housing development:

Map 14, Lots 112 and 119 - Now that these two lots have access to Town water, they are well suited for a small project of up to two homes. In initial discussions with the Building Inspector, the Heath Agent and a preliminary review of the lots with Felco Engineering, the Housing Authority believes these lots could be sensitively developed to provide much needed housing for Wellfleet.

We look forward to receiving feedback from other Town committees, boards, and departments on this proposal and would be happy to meet with any of these groups.



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

VII

BUSINESS – D

REQUESTED BY:	Habitat for Humanity
DESIRED ACTION:	Consider waiving the building permit fees for the Habitat for Humanity Project at 2082 Route 6.
	I move to waive the building permit fees for the Habitat for Humanity Project at 2082 Route 6.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Note: Wellfleet Building Commissioner Justin Post and Habitat for Humanity Land Acquisition and Permitting Manager Beth Wade will be present for discussion.
VOTED:	Yea _____ Nay _____ Abstain _____



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

VIII

TOWN ADMINISTRATOR'S REPORT

To: Board of Selectmen
From: Dan Hoort, Town Administrator
Subject: Town Administrator's Report
Date: January 25, 2019

This report is for the period December 29, 2018 through January 25, 2019.

1. General
 - none.
2. Fiscal Matters
 - FY 2020 budget review continues
3. Meetings
 - January 5 – Coffee with the TA at the Library
 - January 9 – Communications Union negotiations
 - January 11 – Meeting with former Selectman Dennis Murphy
 - January 11 – Housing Institute wrap-up meeting
 - January 14 – Dredging Task Force
 - January 15 - Selectboard meeting
 - January 16 – Mayo Creek Restoration meeting
 - January 16 – DPW Assistant Director interviews
 - January 16 – Finance Committee meeting
 - January 17 – DPW Assistant Director interviews
 - January 17 – Teamsters negotiations
 - January 18 – MMA Conference in Boston
 - January 19 – MMA Conference in Boston
 - January 21 – Holiday
 - January 22 – Update meeting on Herring River Restoration
 - January 23 – Meeting with Town Accountant to discuss new accounting software
 - January 23 – Meeting on Wellfleet's Future
 - January 23 – Finance Committee meeting
 - January 24 – Finance Department meeting
4. Complaints.
 - none.
5. Miscellaneous.
 - none
6. Personnel Matters:
 - Open Position: Treasurer/Collector



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

X

CORRESPONDENCE AND VACANCY REPORT

Date: January 23, 2019
To: Board of Selectmen
From: Jeanne Maclauchlan
Re: Vacancies on Town Boards

Bike and Walkways Committee (5 Members)

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

Building and Needs Assessment Committee (5 Members)

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

Conservation Commission (7 Members)

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

Council on Aging Committee: (at least 11 members)

Vacant Positions	Appointing Authority	Length of Term
1 Position	Board of Selectmen	2021 complete term
Requesting Appointment: One application on file		

Cultural Council (no more than 15 members)

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

Energy Committee (11 members total)

Vacant Positions	Appointing Authority	Length of Term
1 Alternate Position	Board of Selectmen	3 years
Requesting Appointment: No applications on file		
1 BOS Rep		BOS Term

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		



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

Herring Warden (1 Warden, 1 Assistant Warden)

Vacant Positions	Appointing Authority	Length of Term
1 Assistant Position	Board of Selectmen	3 years

Requesting Appointment: No applications on file

Historical Commission (7 members)

Vacant Positions	Appointing Authority	Length of Term
1 Position	Board of Selectmen	1 year to complete term

Requesting Appointment: No applications on file

Human Rights Commission (1 Representative)

Vacant Positions	Appointing Authority	Length of Term
1 Position	Board of Selectmen	3 years

Requesting Appointment: No applications on file

Local Housing Partnership (At least 9 Members, 5 Community)

Vacant Positions	Appointing Authority	Length of Term
1 Position	Board of Selectmen	1 year

Requesting Appointment: **Two applications on file**

Marina Advisory Committee (7 Members, 2 Alternates)

Vacant Positions	Appointing Authority	Length of Term
1 Alternate Position	Board of Selectmen	2 years

Requesting Appointment: No applications on file

Natural Resources Advisory Board (At least 3 Members)

Vacant Positions	Appointing Authority	Length of Term
1 Position	Board of Selectmen	3 years

Requesting Appointment: No applications on file

Open Space Committee

	(7 Members)	
Vacant Positions	Appointing Authority	Length of Term
1 Position	Board of Selectmen	1 year

Requesting Appointment: No applications on file

Personnel Board (4 members + TA + FinCom Rep)

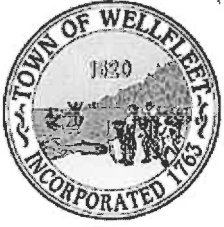
Vacant Positions	Appointing Authority	Length of Term
2 Positions	Board of Selectmen	3 years

Requesting Appointment: No applications on file

Planning Board (7 members)

Vacant Positions	Appointing Authority	Length of Term
2 Positions	Board of Selectmen	1 @ 5 years, 1 @ 4 years to complete term

Requesting Appointment: No applications on file



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

XI

MINUTES

REQUESTED BY:	Executive Assistant
DESIRED ACTION:	Approval of meeting minutes
PROPOSED MOTION:	I move to approve the minutes of January 15, 2019 as printed/as amended.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

**Wellfleet Selectboard Meeting
Tuesday, January 15, 2019
Wellfleet Senior Center**

DRAFT

Selectboard Members Present: Chair Janet Reinhart; Kathleen Bacon, Justina Carlson, Jerry Houk, Helen Miranda Wilson

Regrets:

Also Present: Town Administrator Dan Hoort; Assistant Town Administrator Joseph Powers

Chair Janet Reinhart called the meeting to order at 6:00 p.m.

ANNOUNCEMENTS, OPEN SESSION AND PUBLIC COMMENT

- Bacon commended the Wellfleet Fire Department and Lt. Joe Capello for their outstanding response to the recent house fire.
- Houk announced he will not run for re-election and received a standing ovation for his years of service to the Town of Wellfleet.
- Wilson expressed her thanks to John Cumbler for his years of service on the Bike and Walkways Committee.
- Town Administrator Hoort introduced Courtney Butler, our new Executive Assistant to the Town Administrator and BOS Secretary.
- Hoort informed the viewers of Winter Wednesdays with more information on the Visitor's tab on the Town's web site.
- Shellfish Constable Civetta spoke of her involvement with the Massachusetts Shellfish Initiative.
- Audience member Rhoda Flaxman informed viewers of the Open University program. Additional information is available on the Town's web site under the Visitor's tab.
- Audience member Merrill Mead-Fox attended the bike path meeting the previous evening and encouraged those in support of the bike path extension to write letters.

PUBLIC HEARINGS

Change in Wellfleet Shellfish Policy & Regulations

Shellfish Constable Nancy Civetta explained the change to sections 7.8.1 and 7.2 in the Wellfleet *Shellfish Policy & Regulations*.

Justina Carlson asked for clarification on the details of a 5-year business plan that applicants for grants must submit. Civetta explained that the plan should be an outline of resources to be used and planting plans over time. Civetta also said that annual reports, which include business plans for upcoming years, are already being provided by grant holders.

Audience member Damien Parkington asked Civetta if the Town would prefer to see grants transferred back to the Town after use and then redistributed to potential grant holders, through the Town, rather than simply naming someone else to the grant. Civetta replied that either

returning grants back to the Town or naming someone else to the grant, after the original owner is through, would be acceptable. Parkington also suggested that an open-book assist test be administered to all applicants to ensure applicant is familiar with navigating the databases necessary for policy regulation and enforcement. He also shared concerns that requiring applicants to have experience for 3 to 4 years prior to applying for a grant could deter younger fishermen from being interested in starting their own business.

Nancy Civetta said that the regulation only adds one more year of experience, in commercial shellfishing or shellfish propagation and aquaculture, needed by applicants. and that state-filed catch reports be submitted. She also shared that these new regulations were designed with keeping the next generation of fishermen in mind.

Helen Miranda Wilson shared that this change was discussed in previous years and shared the importance of farmers having as much experience as possible. She also said that there is a lot of employment and apprenticeships offered in the block grants to ensure those working on the grants know as much as possible.

Justina Carlson said that she sees a lot of young people working on grants and that it does take a lot of time and knowledge to successfully run a grant.

Kathleen Bacon shared that she sees Damien's point and agreed that it would be great to get younger people into this industry sooner rather than later, but that assurance is gained that they do have the experience and knowledge.

Audience member Ginny Parker asked about Wellfleet residents who are currently working as fishermen in Hyannis but may want to return to Wellfleet to farm someday and how this regulation would affect them. Nancy Civetta stated that if they can supply documentation supporting their experience as grant employees, and are domiciled residents, they could apply. There was further discussion on the requirements of applicants to obtain grants and licenses.

Helen Miranda Wilson moved to approve the changes to section 7.8.1 and 7.2 of the Wellfleet *Shellfish Policy & Regulations* as recommended by the Shellfish Constable.

Justina Carlson seconded, and the motion carried 5-0.

Shellfish Grant Transfer and Renewal

Michael Parlante, Caroline Mindebro and Daniel Rice requested a transfer of Shellfish Grants #735, 735A and 736 from the three holders to Michael Parlante and Daniel Rice.

Kathleen Bacon moved to approve the transfer of Shellfish Grant #'s 735, 735A and 736 from Michael Parlante, Caroline Mindebro and Daniel Rice to Michael Parlante and Daniel Rice. Helen Miranda Wilson seconded, and the motion carried 5-0.

Michael Parlante and Daniel Rice had also applied on November 21, 2018 for a renewal of shellfish grant licenses 735, 735A and 736 for a ten-year period.

Kathleen Bacon moved to renew shellfish grant licenses #'s 735, 735A and 736 for a ten-year period for Michael Parlante and Daniel Rice.

Helen Miranda Wilson seconded, and the motion carried 5-0.

Shellfish Grant Renewal for Edward Tesson

In an application received on November 27, 2018, Edward Tesson requested the renewal of his shellfish grant license #2010-01 for a ten-year period.

Helen Miranda Wilson moved to renew shellfish grant license #2010-01 to Edward Tesson for a period of ten years.

Kathleen Bacon seconded, and the motion carried 5-0.

Shellfish Grant Renewal for Patrick Winslow

Patrick Winslow applied on November 27, 2018 for a renewal of shellfish grant license #2000-10 for a period of 10 years and five months. Winslow asked to amend his request to renew for a period of 5 years. Civetta agreed this was a great request, so that both grants would renew at the same time for business planning purposes.

Helen Miranda Wilson moved to renew shellfish grant license #2000-10 for a period of 5 years for Patrick Winslow.

Kathleen Bacon seconded, and the motion carried 5-0.

Beer and Wine License

Wellfleet SPAT had applied on December 14, 2018 for a two-day beer and wine license for October 19 & 20, 2019, in the Town Hall parking lot.

Michelle Insley introduced Gisele Gauthier, the new OysterFest Event Coordinator.

Helen Miranda Wilson shared the Police Department's request that alcohol is stopped serving at 4:30 pm and will not be consumed after 5:00 pm.

Helen Miranda Wilson moved to approve a two-day beer and wine license for Wellfleet SPAT in a secure and contained area located in the Town Hall parking lot on October 19 & 20, 2019 from 10 am to 5 pm each day with a condition that alcohol will not be served after 4:30pm and alcohol will not be drunk after 5pm.

Kathleen Bacon seconded, and the motion carried 5-0.

LICENSES

Class II License for Vintage Auto

Justina Carlson moved to approve the renewal of the Class II License for Vintage Auto.

Kathleen Bacon seconded, and the motion carried 5-0.

APPOINTMENTS/REAPPOINTMENTS

Autumn H. Edwards and Anne Suggs both requested appointment to the one-term position on the Local Housing Partnership.

Anne Suggs was not present. Autumn shared that she thought it might be best to postpone her appointment to the Partnership for a few months, so she can attend meetings. She also said that she is interested in a position with the Housing Authority and would prefer to wait to be appointed to the Partnership, in case she was not appointed to the Housing Authority.

Helen Miranda Wilson moved to appoint Anne Suggs to the Local Housing Partnership for a term to expire June 30, 2019.

Kathleen Bacon seconded, and the motion carried 5-0.

Rebecca Brodwick Noble presented her reasons for serving on the Bike and Walkways Committee.

There was discussion of a conflict of interest for Noble, since she is an abutter and an owner of a bike shop. Noble shared that she is in favor of the bike trail and would be happy to recuse herself if needed.

There was discussion of when the last meeting of the Committee took place and how many members are on the Committee. The last time the Committee met was July 13, 2017.

Helen Miranda Wilson moved to appoint Rebecca Brodwick Noble to the Bike and Walkways Committee for a term to expire June 30, 2021.

Kathleen Bacon seconded, and the motion carried 3-2. Carlson and Houk voted against the motion.

Laura Gazzano has applied for an opening on the Council on Aging Advisory Committee and explained her background and interest in serving on the committee.

Kathleen Bacon moved to appoint Laura Gazzano to the Council on Aging Advisory Committee for a term to expire on June 30, 2021.

Helen Miranda Wilson seconded, and the motion carried 5-0.

USE OF TOWN PROPERTY

Wellfleet SPAT requested the use of Town owned property for OysterFest on October 19 & 20, 2019.

Helen Miranda Wilson shared concerns of the use of the Live for Lou Memorial Garden at Wellfleet Preservation Hall and requested SPAT check with the Health Agent on parameters of use for the space. Kathleen Bacon stated that the Conservation Commission has active regulations on the use of that property, and that this would be and OysterFest that goes on without the use of that property. Michelle Insley, of SPAT, said that SPAT was very respectful of the space last year.

Wilson also said that the use of Town property will run from October 15 through October 22.

Helen Miranda Wilson moved to approve SPAT's use of Town-owned property for the Wellfleet OysterFest on October 15th through the 22nd, 2019 subject to the conditions, if any, as listed on the application form for a fee of \$3,000 and also on the condition that SPAT communicate with the Conservation Agent with regard to the memorial garden.

Kathleen Bacon seconded, and the motion carried 5-0.

BUSINESS

Wellfleet Arbor Committee

Trudy Vermehren discussed tree plantings in Wellfleet and provided an update of

accomplishments over the last few years. She also requested the Selectboard's input on their hope to replant two shade trees outside of Town Hall, possibly Maple or American Elm, as well as adding benches in town. The Committee would like to provide a list of potential planting areas around town, with funds to be raised. Discussion of planting at Preservation Hall as well. Helen Miranda Wilson shared that she knows of an individual who would like to donate a tree to be planted specifically in Town Hall lawn.

There was discussion on how the planting of new trees in front of Town Hall would conflict with the current trees.

Audience member Ginny Parker said that she would like to work with the Wellfleet Arbor Committee and agreed that community feedback is important.

Kathleen Bacon suggested imitating Provincetown's plan to plant memorial trees. She also said she would like to see a shade tree in place of the tree lost in front of Town Hall on the sidewalk. She would like to see a plan for benches, but not have them named. She suggested a bench and shade canopy at the parking area at Bank and Commercial Streets. Bacon commended the Committee's efforts in the maintenance of the flower beds around Town Hall, Jerry and Helen agreed.

The Committee said it is a non-profit with federal status and welcomes donations and sees this as an opportunity to benefit the town.

Disposition of Town Owned Property

The Conservation Commission, represented by John Cumbler, initiated procedures to place transfers of land as a 2019 Annual Meeting Warrant Article. One transfer of Town-owned property (Map 46, Parcel 19) to the Conservation Commission. The property is 5.58 acres, mostly wetland, fully within the Area of Critical Environmental Concern (ACEC) and abuts other Audubon's Wellfleet Wildlife Sanctuary and other conservation properties. Several tidal and dune lots on Lieutenant's Island shown on Assessor's Map 40, Parcels 81, 170, 171, 176 and 184 were also under consideration for transfer to the Conservation Commission for open space purposes.

Dan Hoort shared that he has already sent this proposal to Department Heads and that it is posted on the Town website as well.

Nancy Civetta said that Parcels 170 and 171 of Map 40 abut and are used to traverse to flats by grant holders and expressed concerns of that use being able to continue if transferred to conservation land and asked that in perpetuity that the current land access be maintained. John Cumbler said that it would not interfere with shellfishermen getting to their grants.

Kathleen Bacon moved to refer the possible disposition of Town-owned property as shown on Assessor's Map 46, Parcel 19 and Map 40 Parcels 81, 170, 171, 176 and 184.

Helen Miranda Wilson seconded, and the motion carried 5-0.

Disposition of Town Owned Property & Feasibility Report

The Housing Authority, represented by Richard Ciotti, has expressed interest in obtaining several parcels of Town-owned land and requested referrals to all committees, board, departments and other potentially interested parties to initiate procedures to make such a transfer.

Because they now have access to Town water, Taylor Hill lots at Map 14, Parcels 112 and 119, located on Freeman Avenue, are ideal for Affordable Housing Units.

Jerry Houk expressed concerns of the wetland in the area as well as keeping a road in the area open for easy access into town. He asked the Selectboard to visit the parcels.

Ciotti said there is a request to work with David LaJoy to do a study to bring more practical information as to what is and is not possible to be done on the land.

Michael Parlante and Nancy Civetta shared concerns of the properties proximity to Mayo Creek and the potential for compromise to the ecosystem from septic systems.

Selectboard postponed any action on Town-owned property as shown on Assessor's Map 14, Parcels 112 and 119 to all committees, boards, departments and other potentially interested parties.

The Housing Authority is also interested in the disposition of town owned property as shown on Map 13 Parcel 2-1 on Lawrence Road.

Ciotti said that the Housing Authority partnered with the Local Housing Partnership to conduct a feasibility study through Coastal Engineering.

Justina Carlson said there could be other potential uses for this property, such as ball fields or additional parking, because of its proximity to the school.

John Cumbler said that ultimately, nothing can be developed on the land until the land is transferred to the Housing Authority. A Request for Proposals (RFP) would decide what is to be developed on the property.

Elaine McIlroy reviewed the Feasibility Study for Affordable Housing on land at 95 Lawrence Rd.

Kathleen Bacon moved to refer the possible disposition of Town-owned property as shown on Assessor's Map 13, Parcel 2-1 to all committees, boards, departments and other potentially interested parties.

Justina Carlson seconded, and the motion carried 5-0.

Wellfleet Dredging Task Force Charge

Dan Hoort, with Chair Reinhart, drafted the language for the creation of a Task Force and a charge for the Committee.

Helen Miranda Wilson suggested overlapping terms for 3 years for five members and only two alternates. Wilson also suggested adding language that appointments are made by the Selectboard, so that applicants can be vetted.

There was discussion on the use of the term "manage" in the charge for the Task Force. Chair Reinhart explained that it is to mean that there will be regular oversight, of the harbor dredging.

Helen Miranda Wilson moved to create a Dredging Task Force to be appointed by the Selectboard with five members and two alternates, to serve overlapping terms of 3 years.

Kathleen Bacon seconded, and the motion carried 5-0.

Helen Miranda Wilson moved that the charge for the Dredging Task Force shall be as follows:
The Dredging Task Force shall:

- 1.) PURSUE and MANAGE dredging of the federal channel with the federal government and all other possible means.
- 2.) PURSUE and MANAGE dredging of the harbor and inner harbor in cooperation with the Commonwealth of Massachusetts, Barnstable County and the Cape Cod Commission, along with obtaining funding.
- 3.) Develop and implement an ongoing Maintenance Dredging Plan for the Wellfleet Harbor.

Kathleen Bacon seconded, and the motion carried 5-0.

Right of Way Entry for Army Corps of Engineers

The Town Administrator was asked to renew the access privileges at the former Camp Wellfleet.

Hoort said that although he was asked to seek this renewal in December, it is possible that the Army Corps is done with the work at this time.

Kathleen Bacon moved to renew the access privileges at former Camp Wellfleet to the Army Corps of Engineers for an additional one-year period and to authorize the Selectboard Chair to sign that authorization.

Justina Carlson seconded, and the motion carried 5-0.

Selectboard's 2018 Annual Report

Dan Hoort sought the Selectboard's approval of their 2018 Annual Report.

Helen Miranda Wilson asked to amend one bulletin point to reflect "Approved plan for caring for town hall trees that was implemented by a group of private citizens."

Kathleen Bacon moved to approve the Selectboard's 2018 Annual Report as presented, with one amendment.

Helen Miranda Wilson seconded, and the motion carried 5-0.

TOWN ADMINISTRATOR'S REPORT

This report is for the period December 8, 2018 through December 28, 2018.

1. General
 - Eversource will be installing the wiring to connect to the transformer.
2. Fiscal Matters
 - FY 2020 budget books have been delivered to Selectboard and Finance Committee
3. Meetings
 - December 10 - Wellfleet TV representative meeting
 - December 10 - Dredging Task Force meeting
 - December 11 - Selectboard meeting
 - December 12 - MIIA Insurance representative
 - December 12 - Firefighters Union negotiations

- December 12 – Comprehensive Wastewater Planning Mgt Committee meeting
 - December 13 – WEA negotiations
 - December 13 – Lunch with CCNS Superintendent Carlson
 - December 13 – Holiday Party
 - December 17 – Department head budget meeting
 - December 18 – Firefighters Union negotiations
 - December 18 – Outer Cape Town Managers Shark response meeting
 - December 18 – Selectboard meeting
 - December 19 – WEA negotiations
 - December 19 – Cable Advisory Committee meeting
 - December 19 – Finance Committee meeting
 - December 20 & 21 – Vacation Days
 - December 27 – Housing Authority & Local Housing Partnership meeting
4. Complaints.
- none
5. Miscellaneous.
- none
6. Personnel Matters:
- Open Position: DPW Assistant Director
 - Open Position: Assistant Town Clerk

Kathleen Bacon asked for the status of the December 19 WEA negotiations. Hoort stated that the Town Hall Finance Department reorganization has been completed. They have withdrawn their complaint from the MA Division of Labor and spoke with Hoort to look at all positions within union to ensure everyone is treated equally and fairly. They are grouping certain positions that do similar work and making sure they are receiving appropriate and comparable compensation.

Jerry Houk asked about discussions with the Fire Chief about EMTs, Hoort said that the Chief has been out with the flu and has not spoken to him recently but will try and bring something forward at Town Meeting.

Houk asked about the pharmaceutical lawsuit, Hoort said that Town Counsel will be at the February 12 to discuss what the Selectboard needs to do to join that process.

Houk asked about the DPW Assistant Director position. Hoort said that the interview process is beginning for DPW Assistant Director. Hoort, DPW Director Mark Vincent, and the DPW Administrative Assistant will conduct interviews.

TOPICS FOR FUTURE DISCUSSION

- Wilson requested a change to the 'Future Agendas' portion of the Selectboard agendas so Selectboard members could give a report with the information being discussed. Suggested it be called 'Future Agendas and Selectboard Reports'.
- Wilson requested Stantec be at a future BOS meeting to present the Rte 6 and Main Street design.
- Wilson requested the BOS issue a letter supporting the decision of the Conservation Commission on 1440 Chequesset Neck Rd., Map 18, Parcel 7 to which the Town is an abutting property.

- Wilson wants to see a request for a salt water ice machine on the Annual Town Meeting warrant.
- Bacon requested an update on the process for updating the Local Comprehensive Plan.
- Bacon requested information on replacing the Marina fuel tanks.
- Bacon inquired as to the timing of the open meeting law training.
- Carlson requested a future agenda item on the Mass. Shellfish Initiative and Wellfleet's participation.
- Houk suggested the Shellfish Shack could be moved and used to provide historical shellfish information.
- Houk questioned where the Selectboard is provided a right to form committees.
- Houk requested all Selectboard members read article 3-7-1 of the Charter and that an article be on the Annual Town Meeting warrant to remove that section

MINUTES

Helen Miranda Wilson moved to approve the minutes of December 11, 2018 as amended. Kathleen Bacon seconded, and the motion carried 5-0.

Helen Miranda Wilson moved to approve the minutes of December 18, 2018 as amended. Kathleen Bacon seconded, and the motion carried 5-0.

ADJOURNMENT

Bacon moved to adjourn Wilson seconded, and the motion carried 5-0. The meeting was adjourned at 9:15 p.m.

Respectfully submitted,

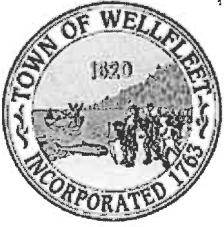
Courtney Butler,
Secretary

Public Records Material of 1/15/19

1. Shellfish Policies and Regulations amendments
2. Shellfish grant license transfer for #'s 735, 735A and 736
3. Renewal papers for shellfish grant license #'s 735, 735A and 736
4. Renewal material for shellfish grant license #2010-01
5. Renewal of shellfish grant license #2000-10
6. Two-day beer and wine license for October 19 & 20, 2019 to SPAT for Oysterfest 2019
7. SPAT request for use of Town-owned property for Oysterfest 2019
8. Appointment papers for Autumn H. Edwards, Anne Suggs, Rebecca Brodwick Noble, Peg Carnduff and Laura Gazzano
9. Information for Assessor's Map 46, Parcel 19 and Map 40 Parcels 81, 170, 171, 176 and 184
10. Information for Assessor's Map 14, Parcels 112 and 119
11. Information for Assessor's Map 13 Parcel 2-1
12. Charge for Dredging Task Force

Minutes of the Selectboard meeting of January 15, 2019

13. Right of Way Entry at former Camp Wellfleet agreement for Army Corps of Engineers
14. Selectboard's entry for 2018 Annual Report
15. Town Administrator's Report



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: January 29, 2019

XII

ADJOURNMENT

REQUESTED BY:	Selectboard
DESIRED ACTION:	Adjournment
PROPOSED MOTION:	I move to adjourn.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____