



Wellfleet Selectboard

Note: Start Time of 6pm

The Wellfleet Selectboard will hold a public meeting on **Tuesday, November 21, 2023, at 6:00 p.m.** The Chapter 2 of the Acts of 2023, this meeting will be conducted in person and as a courtesy via remote means, per 940 MCR 29.10 and the Town's Remote Participation Policy. While an option for remote attendance and/or participation is provided as a courtesy to the public, the meeting/hearing may not be suspended or terminated if technological problems interrupt the virtual broadcast unless otherwise required by law.

Joining the Meeting:

In-person at the Wellfleet ACC, 715 Old King's Highway, Wellfleet, MA, 02667

Join the meeting hosted in Zoom by using the following link:

<https://us02web.zoom.us/j/85689604806?pwd=blplVFFBZzViQ0xNWkZKMm9iMVdrdz09>

By Phone: **phone +1 929 205 6099** and enter **Meeting ID: 856 8960 4806 | Passcode: 611877**

Landline callers can participate by dialing *9 to raise their hand.

To Participate during public comment:

- Zoom: Raise hand to be called on to speak.
- Phone: dial *9 to raise your hand.

It is at the Chair's discretion to call on members of the public. All speakers must be recognized to speak. If attending a meeting in person, please find the closest available microphone and confine any personal conversations to the outside of the meeting room. Anyone may record the session but must notify the Chair and may not interfere with the meeting to record it.

Additionally, the meeting will be broadcast live, in real time, via live broadcast on Comcast cable (Wellfleet Government TV Channel 18), also available via livestream or Video on Demand (VOD) recordings at wellfleet-ma.gov

I. *Announcements, and Public Comments*

Note: Public comments are limited to no more than three minutes per speaker.

The Board will not deliberate or vote on any matter raised solely during Announcements & Public Comments.

II. *Consent Agenda*

- A. Approve the application for the 22nd Annual MLK Walk ~ January 15, 2024; 12:45pm – 2pm ~ Sara Blanford; Art Peacemakers

III. *Public Hearings*

- A. Approve the petition for the installation of 765 feet of +/- 2–4-inch conduit for the purpose of this construction is to provide new underground service for the Chequessett Neck Road Bridge ~ Marissa Jackson, Eversource

IV. *Use of Town Property*

- A. Use of town hall driveway between town hall and Abiyoyo ~ Rebekah Eldridge ~ December 9, 2023, 3:30-5:30pm ~ to pass out hot chocolate and candy canes for the annual tree lighting.

- V. ***Business***
 - A. Request for closure ~ Block & Tackle ~ January 1, 2024, - February 7, 2024.
 - B. Dredging Update ~ Dredging Task force
 - C. Selectboard will Discuss amending our liquor licensing rules and regulations.
 - D. Hiring Process – Police Department
- VI. ***Selectboard Reports***
- VII. ***Topics for Future Discussion***
- VIII. ***Minutes***
 - A. November 07, 2023
 - B. November 14, 2023
- IX. ***Adjournment***



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: November 21, 2023

I

ANNOUNCEMENTS AND PUBLIC COMMENTS

REQUESTED BY:	Wellfleet Selectboard
DESIRED ACTION:	Announcements to the board and public
PROPOSED MOTION: SUMMARY:	<i>NOTE: Public comments are limited to no more than three minutes per speaker and be allowed to speak twice.</i> The Board will not deliberate or vote on any matter raised solely during Announcements & Public Comments.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: November 21, 2023

II

CONSENT AGENDA

REQUESTED BY:	Various Parties
DESIRED ACTION:	To approve the following without objection
SUMMARY:	I move to approve the following items with no objection: <ul style="list-style-type: none">• Approve Use of Town Property to Sara Blanford; Art Peacemakers, for the 22nd annual MLK Walk on January 15, 2024, from 12:45pm – 2pm.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Conditions:
VOTED:	Yes _____ No _____ Abstain _____

APPLICATION FOR PERMIT TO USE TOWN OWNED PROPERTY

TOWN OF WELLFLEET
300 MAIN STREET
WELLFLEET, MA 02667

Applicant Sara Blanford Affiliation or Group Art peacemakers
Telephone Number 508-274-1861 Mailing Address 30 Nauhaught Bluffs Road
Email address sarablanford@gmail.com Wellfleet, MA 02667

Town Property to be used (include specific area) town hall green/parking lot, gathering and
march silently down Main St. around the library and ending at Preservation Hall

Date(s) and hours of use: January 15, 2024 12:45pm - 2pm

Describe activity including purpose, number of persons involved, equipment to be used, parking arrangements,
food/beverage service, etc. Also, please indicate if fees will be charged by applicant.
this is the annual 22nd Martin Luther King walk the group will gather at
town hall for remarks and songs, then a silent march/walk down Main
Street around library building and ending at Preservation Hall.

Describe any Town services requested (police details, DPW assistance, etc.)
We have requested a detail from the Police Department for
assistance with traffic.

NOTE TO APPLICANTS: All applications must be accompanied by a non-refundable \$50.00 processing fee.
Applications must be received at least 30 days prior to the first event date to ensure that all reviews can be completed
prior to the event. This application is only for permission to use Town property. Any additional licenses, such as food
service permit, etc., may be required and it is the applicant's responsibility to secure the same.

Action by the Board of Selectmen:
_____ Approved as submitted.
_____ Approved with the following condition(s): _____

_____ Disapproved for following reason(s): _____

Date: _____ Processing Fee: \$50.00
Fee: _____

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

Health/Conservation Agent: N/A Comments/Conditions: Permits/Inspections needed:	Inspector of Buildings: N/A Comments/Conditions: Permits/Inspections needed:
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Police Department: ok - Kevin LaRocco Comments/Conditions:	Fire Department: ok - Rich Pauley Comments/Conditions:
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DPW: ok - Jay Newton Comments/Conditions	Community Services Director: Comments/Conditions:
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Harbormaster: N/A Comments/Conditions	Shellfish: N/A Comments/Conditions
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Recreation: N/A Comments/Conditions	Town Administrator: Comments/Conditions
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Board of Selectmen

Request for Placement on Agenda

Name: Sara Blandford
Address: 30 Nanhaught Bluffs Rd, Wellfleet
Company or Organization Representing: Artpeacemakers
Phone Number: 508-274-1861
Email Address: saraeblandford@gmail.com

Specific Request: 22nd Annual MLK Walk - Jan 15, 2024
Starting on Town Hall green/parking lot - gathering
for remarks/song. Silent march/walk down Main St,
around library building and ending at Prez Hall.
Exact time still to be determined. Approx
start time - gather 12:45pm, walk 1pm.
Walk will last until 1:30 - 2pm at the latest.
WPD traffic detail for assistance with traffic has been
requested.

To be Filed out by Dept.

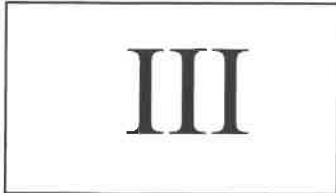
Applicant Notified: _____ Date of Hearing: _____

Date Request Completed: _____



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: November 21, 2023



PUBLIC HEARINGS

~ A ~

REQUESTED BY:	Marissa Jackson ~ Eversource
DESIRED ACTION:	To approve the petition for the installation of 765 feet of conduit.
PROPOSED MOTION: SUMMARY:	I move to approve the petition for the installation of 765 of +/- 2-4-inch conduit for the purpose of this construction is to provide new underground service for the Chequessett Neck Road Bridge.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



484 Willow Street, West Yarmouth, Massachusetts 02673

November 6, 2023

Chairman
Select Board
Town of Wellfleet
300 Main Street
Wellfleet, MA 02667

Dear Sir,

Enclosed you will find one (1) Petition covering the installation of 765' of +/- 2-4" conduit and four (4) new pull boxes.

The purpose of this construction is to provide new underground service for the Chequessett Neck Road Bridge.

The notice to abutters and hearing will be required.

Favorable action on the part of the Select Board will be greatly appreciated.

Very truly yours,

Marissa Jackson
Right of Way Agent
Marissa.Jackson@Eversource.com
508-790-9001

enc.

**PETITION FOR
UNDERGROUND CABLE AND CONDUIT LOCATIONS**

Wellfleet, Massachusetts, **November 6, 2023**

TO THE SELECT BOARD FOR THE TOWN OF WELLFLEET, MASSACHUSETTS

NSTAR ELECTRIC COMPANY (d/b/a Eversource Energy)

W/O# 6942870

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

Chequessett Neck Road @ Herring River

**To install 765' +/- of 2-4" conduit and
four new pull boxes 10160/010,
10160/020, 10160/030 and 10160/040**

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 substantially in accordance with the plan filed herewith marked **Plan No. 6942870 dated November 3, 2023.**

NSTAR ELECTRIC COMPANY (d/b/a Eversource Energy)

By *Marissa Jackson*
Marissa Jackson, Right of Way Agent

FORM OF ORDER FOR UNDERGROUND CABLE AND CONDUIT LOCATIONS

IN SELECT BOARD 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)

W/O# 6942870

be and they are hereby granted a location for and permission to install and maintain underground cables, Conduits and manholes, together with such sustaining or 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.

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. 6942870 dated November 3, 2023**. 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.

Chequessett Neck Road @ Herring River

To install 765' +/- of 2-4" conduit and four new pull boxes 10160/010, 10160/020, 10160/030 and 10160/040

I hereby certify that the foregoing order was adopted at a meeting of the Select Board of the Town of Wellfleet, Massachusetts held on the _____ day of _____ 2023.

Select Board Clerk

Received and entered in the records of location orders of the Town of _____ Massachusetts _____ 2023.
Book _____ Page _____.

Attest:

Town Clerk

We hereby certify that on _____ 2023, at _____ o'clock, _____ M ,

at _____ 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.

Select Board 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 Select Board of the Town of Wellfleet, Massachusetts, on the _____ day of _____ 2023, 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# 6948270
CHEQUESSETT NECK ROAD
WELLFLEET, MA

19_92_0
1045 CHEQUESSETT NECK RD
N/F
1045 CHEQUESSETT NK RD LLC
1045 CHEQUESSETT NECK RD
WELLFLEET, MA 02667

19_91_0
1065 CHEQUESSETT NECK RD
N/F
EURICH DONALD A & LAZARUS JILL
7 WALNUT ST
NEWTONVILLE, MA 02460

19_81_6
1000 CHEQUESSETT NECK RD
N/F
WELLFLEET CONSERVATION TRUST
BOX 84
WELLFLEET, MA 02667

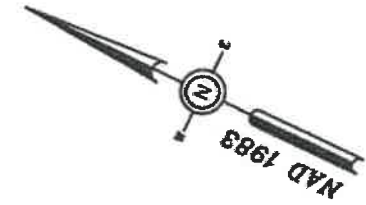
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N/F
CAPE COD NATIONAL SEASHORE
99 MARCONI SITE RD
WELLFLEET, MA 02667

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N/F
CCNS
0 VARIOUS
WELLFLEET, MA 00000

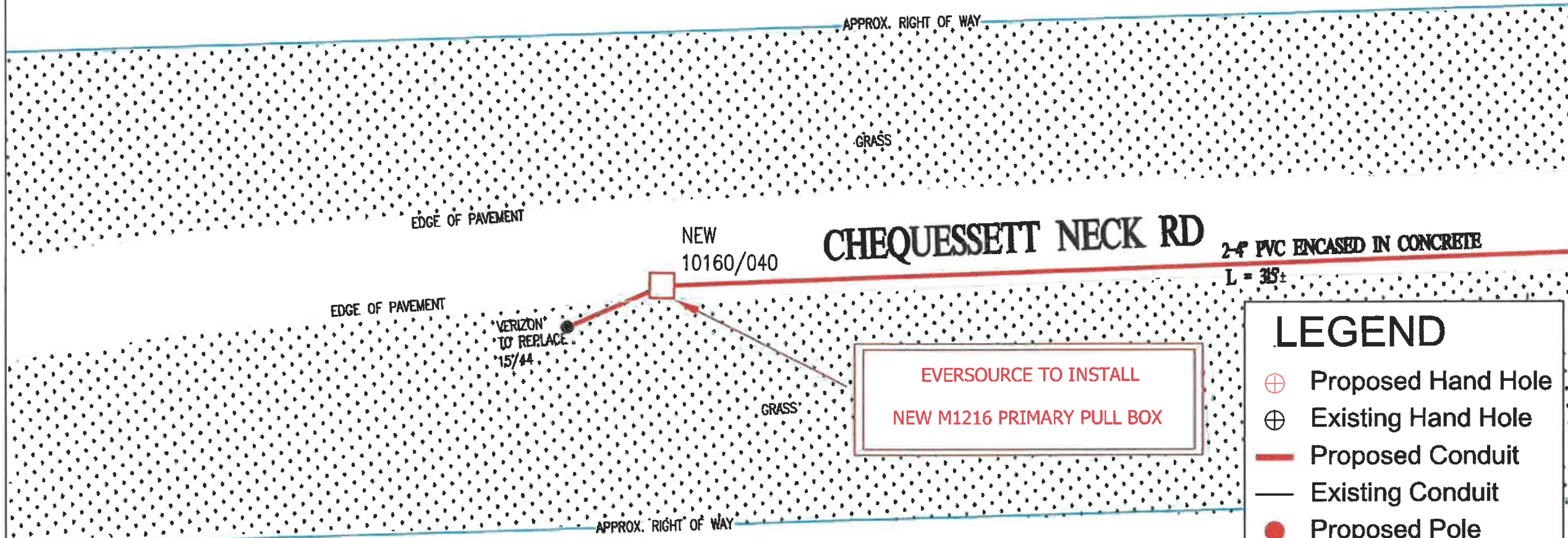
18_11_0
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N/F
CCNS
0 VARIOUS
WELLFLEET, MA 00000

N:\SHARED-mm:

Plan to accompany petition of **EVERSOURCE ENERGY** to **INSTALL** 315'± of 2-4" PVC conduit encased in Concrete from pole 15/44 via New Pullbox 10160/040 to New Pullbox 10160/030.



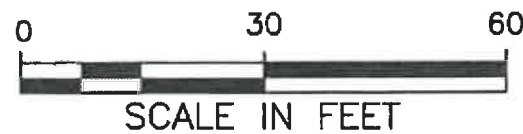
12_603_0
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N/F
CCNS



LEGEND

- ⊕ Proposed Hand Hole
- ⊕ Existing Hand Hole
- Proposed Conduit
- Existing Conduit
- Proposed Pole
- Existing Pole
- ⊠ Proposed Manhole
- ⊠ Existing Manhole

18_11_0
0 VARIOUS
N/F
CCNS

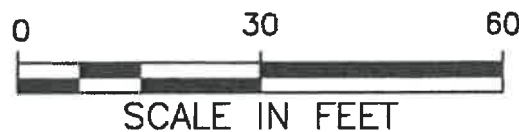
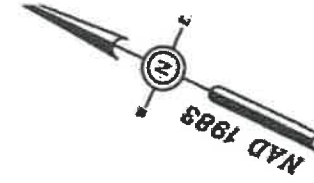
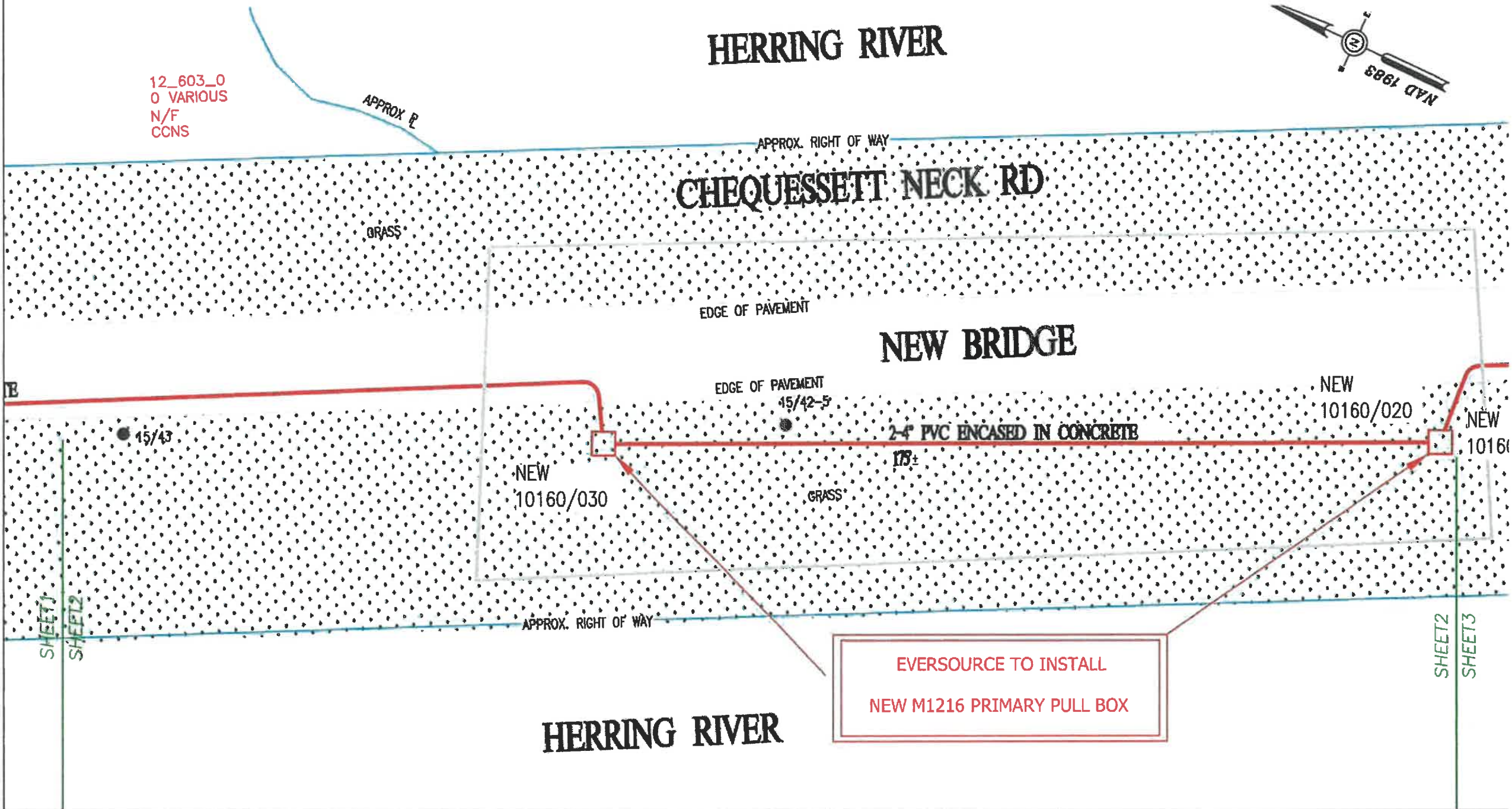


MASS. LAW
REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES
BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

Plan #	6942870	NSTAR <small>ELECTRIC</small> <small>d/b/a</small> EVERSOURCE <small>1185 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125</small>
Ward #	-	
Work Order #	6942870	
Surveyed by:	N/A	Plan of CHEQUESSETT NECK ROAD
Research by:	JC	WELLFLEET
Plotted by:	JC	Showing PROPOSED CONDUIT AND PULLBOX LOCATION
Proposed Structures:	JC	
Approved:	K RICE	Scale 1"=30' Date 11/3/23
P#		SHEET 1 of 4

N:\SHARED-m

Plan to accompany petition of **EVERSOURCE ENERGY** to **INSTALL** 175'± of 2-4" PVC conduit encased in Concrete from New Pullbox 10160/030 to New Pullbox 10160/020.



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

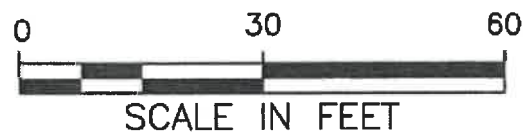
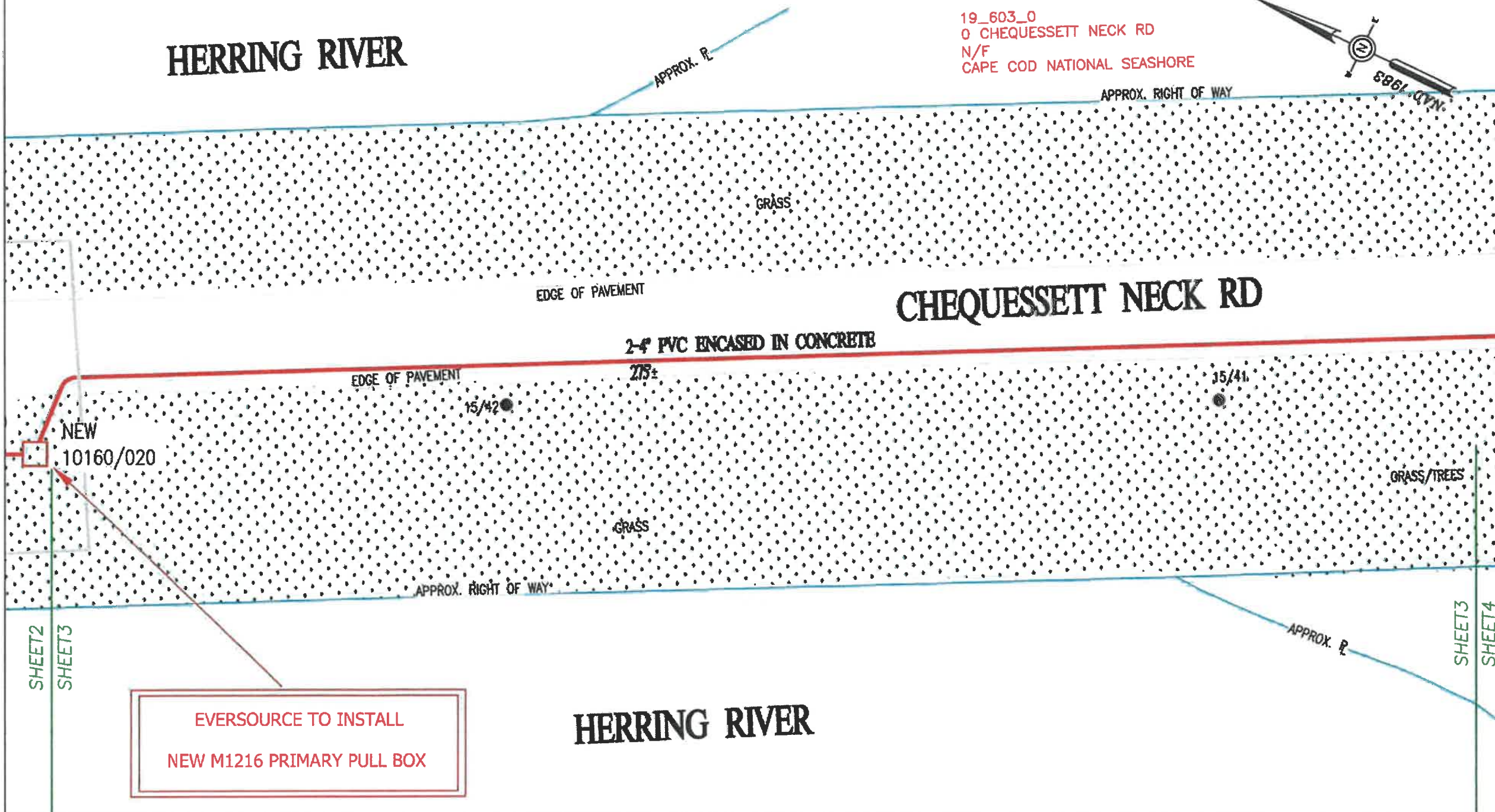
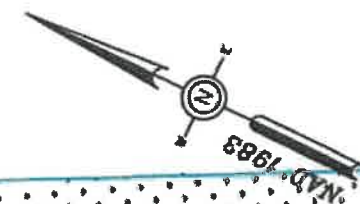
Plan # 6942870	NSTAR <small>ELECTRIC</small> <small>dba</small> EVERSOURCE 1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125
Ward # -	
Work Order # 6942870	Plan of CHEQUESSETT NECK ROAD
Surveyed by: N/A	WELLFLEET
Research by: JC	Showing PROPOSED CONDUIT AND PULLBOX LOCATION
Plotted by: JC	
Proposed Structures: JC	
Approved: K RICE	Scale 1"=30' Date 11/3/23
P#	SHEET 2 of 4

N:\SHARED-mm\ac

Plan to accompany petition of **EVERSOURCE ENERGY** to **INSTALL** 275'± of 2-4" PVC conduit encased in Concrete from Proposed New Pullbox 10160/020 to New Pole 15/41 Via New Pullbox 10160/010.

HERRING RIVER

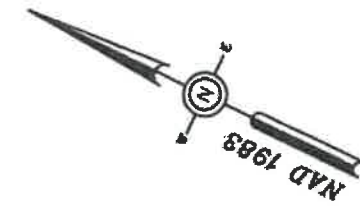
19_603_0
0 CHEQUESSETT NECK RD
N/F
CAPE COD NATIONAL SEASHORE



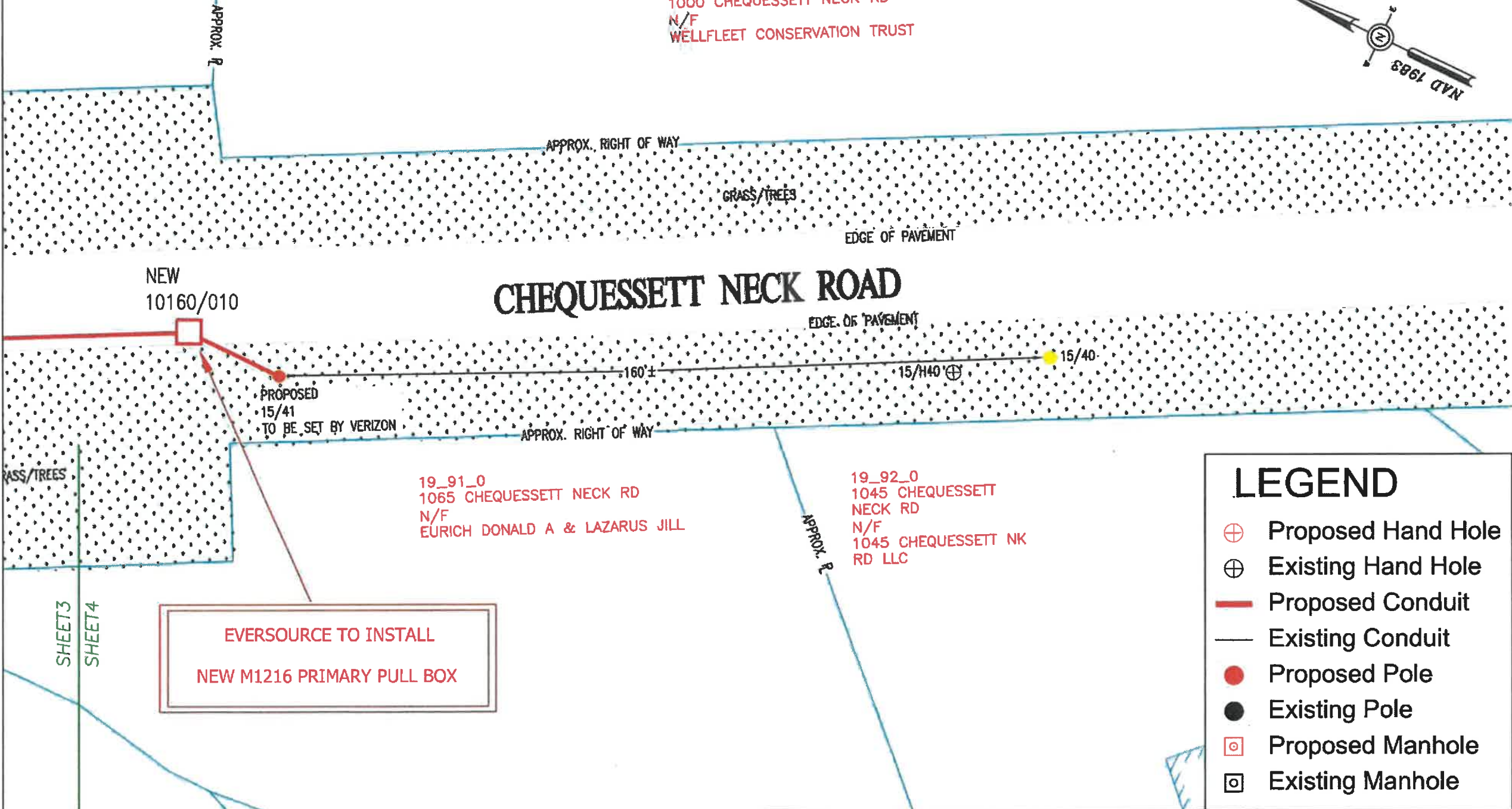
MASS. LAW

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

Plan # 6942870	NSTAR <small>ELECTRIC</small> <small>d/b/a</small> EVERSOURCE <small>1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125</small>	
Ward # -		
Work Order # 6942870	Plan of CHEQUESSETT NECK ROAD	
Surveyed by: N/A	WELLFLEET	
Research by: JC	Showing PROPOSED CONDUIT AND PULLBOX LOCATION	
Plotted by: JC		
Proposed Structures: JC		
Approved: K RICE	Scale 1"=30'	Date 11/3/23
P#	SHEET 3 of 4	



19_81_6
1000 CHEQUESSETT NECK RD
N/F
WELLFLEET CONSERVATION TRUST

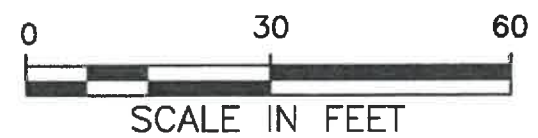


LEGEND

- ⊕ Proposed Hand Hole
- ⊕ Existing Hand Hole
- Proposed Conduit
- Existing Conduit
- Proposed Pole
- Existing Pole
- ⊠ Proposed Manhole
- ⊠ Existing Manhole

**EVERSOURCE TO INSTALL
NEW M1216 PRIMARY PULL BOX**

SHEET3
SHEET4



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

Plan #	6942870	NSTAR <small>ELECTRIC</small> EVERSOURCE <small>d/b/a</small> 1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125
Ward #	-	
Work Order #	6942870	
Surveyed by:	N/A	Plan of CHEQUESSETT NECK ROAD
Research by:	JC	WELLFLEET
Plotted by:	JC	Showing PROPOSED CONDUIT AND PULLBOX LOCATION
Proposed Structures:	JC	
Approved:	K RICE	Scale 1"=30' Date 11/3/23
P#		SHEET 4 of 4



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: November 21, 2023

IV

USE OF TOWN PROPERTY

~ A ~

REQUESTED BY:	Rebekah Eldridge ~ Executive Assistant
DESIRED ACTION:	To approve the use of the town hall driveway between town hall and Abiyoyo.
PROPOSED MOTION:	I move to approve the use of the town hall driveway between Town Hall and Abiyoyo to Rebekah Eldridge on December 9, 2023, from 3:30pm – 5:30pm to hand out free hot chocolate and candy canes to families attending the Chamber of Commerce’s Annual Tree Lighting.
SUMMARY:	The hot chocolate and candy canes will be donated by all town staff.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

APPLICATION FOR PERMIT TO USE TOWN OWNED PROPERTY

TOWN OF WELLFLEET
300 MAIN STREET
WELLFLEET, MA 02667

Applicant Rebekah Eldridge Affiliation or Group staff
Telephone Number 508-349-0300 Mailing Address 300 Main Street
Email address rebekah.eldridge@wellfleet-ma.gov
Town Property to be used (include specific area) the driveway at town hall between Abiyoyo and town hall

Date(s) and hours of use: Saturday December 9th 3:30-5:30pm

Describe activity including purpose, number of persons involved, equipment to be used, parking arrangements, food/beverage service, etc. Also, please indicate if fees will be charged by applicant.
I will have a tent set up with lights and a table to hand out hot chocolate and candy canes to the children and families for the annual tree lighting

Describe any Town services requested (police details, DPW assistance, etc.)
DPW will help set up the tent for me that the recreation department is allowing me to borrow.

NOTE TO APPLICANTS: All applications must be accompanied by a non-refundable \$50.00 processing fee. Applications must be received at least 30 days prior to the first event date to ensure that all reviews can be completed prior to the event. This application is only for permission to use Town property. Any additional licenses, such as food service permit, etc., may be required and it is the applicant's responsibility to secure the same.

Action by the Board of Selectmen:
_____ Approved as submitted.
_____ Approved with the following condition(s): _____
_____ Disapproved for following reason(s): _____

Date: _____ Processing Fee: \$50.00
Fee: _____

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

Health/Conservation Agent: <i>ok - Heath Martiney</i> Comments/Conditions: Permits/Inspections needed:	Inspector of Buildings: <i>N/A</i> Comments/Conditions: Permits/Inspections needed:
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Police Department: <i>ok - Kevin Galasso</i> Comments/Conditions:	Fire Department: <i>ok - Rich Pauley</i> Comments/Conditions:
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DPW: <i>ok - Jay Norton</i> Comments/Conditions:	Community Services Director: <i>ok - Suzanne Thomas</i> Comments/Conditions:
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Harbormaster: <i>N/A</i> Comments/Conditions:	Shellfish: <i>N/A</i> Comments/Conditions:
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Recreation: <i>ok - Beery Rosenberg</i> Comments/Conditions:	Town Administrator: Comments/Conditions:
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SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: November 21, 2023

V

BUSINESS

~ A ~

REQUESTED BY:	Block & Tackle Restaurant
DESIRED ACTION:	To approve the temporary closure of the restaurant to do maintenance and renovations.
PROPOSED MOTION:	I move to approve the closure of Block & Tackle from January 1, 2024, to February 7, 2024.
SUMMARY:	
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition (s):
VOTED:	

THE BLOCK & TACKLE

545 State Highway, Wellfleet · 774-383-3967
info@theblockandtackle.com

Wellfleet Board of Selectmen
300 Main Street
Wellfleet, MA 02667

November 3, 2023

DEAR WELLFLEET BOARD OF SELECTMEN,

We would like to request an extended closure for The Block & Tackle Restaurant at 545 State Highway, Wellfleet. We would like to close January 1st-February 7th. During that time we plan to rip out the carpet in the bar area.

We appreciate the continued support of the community and thank you for taking the time to consider this request.

Sincerely,

Beth Andreoli



Patrick Pokras





SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: November 21, 2023



BUSINESS

~ B ~

REQUESTED BY:	The Dredging Task Force & Dan Robbins; GEI
DESIRED ACTION:	To present the 3 dredging scenarios to the board and the public.
PROPOSED MOTION: SUMMARY:	If a motion is needed one will be made at the time of the meeting.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

WELLFLEET HARBOR - AREA 2 DREDGING SCENARIOS

PROJECT PARAMETERS - Scenario 1		
USACE permit for 100% of Area 2; permit good for 10 years.		
Full payment of MA ILF mitigation fee.		
2 years of dredging, performed in calendar years 2024 and 2025.		
Borrowing costs/bond costs are not included in the estimate below.		
RISKS		
Current EOHEd grant requires a dredging contract to be in place by June 30, 2024.		
Town may not receive a EOHEd dredging grant for 2025 dredging.		
Voters may not approve funds to pay the mitigation fee.		
Voters may not approve additional funds to complete the dredging in 2025.		
Mitigation fee increase may be greater than 30%.		
OPPORTUNITIES/ACTIONS		
Increase 2024 funding request to maximize the 2024 EOHEd Grant.		
Possible mitigation fee reduction - partner with a state agency, such as Office of Coastal Zone Management (CZM).		
	COSTS	ADDITIONAL FUNDS REQUIRED
CALENDAR YEAR 2023		
Dredging account, as of November 3, 2023: \$3,004,688		-\$3,000,000
Provision for unrecorderd liabilities and ongoing commitments.		\$50,000
Available funds		-\$2,950,000
CALENDAR YEAR 2024		
GEI Permit support: USACE, Chapter 91, 401 Water Quality Permits.	\$25,000	-\$2,925,000
Dredging bid package	\$15,000	-\$2,910,000
MA ILF Mitigation Fee	\$4,448,772	\$1,538,772
Potential increase to MA ILF - 30%	\$1,334,632	\$2,873,404
2024 Dredging, 110,000 CY based on the 2023 dredging bids	\$3,802,500	\$6,675,904
5 % inflation on the 2023 bids	\$190,125	\$6,866,029
Engineer/Construction Management	\$55,000	\$6,921,029
EOHEd Grant expires June 30, 2024	-\$1,996,313	\$4,924,716
CALENDAR YEAR 2025		
GEI Permit support: USACE, Chapter 91, 401 Water Quality Permits.	\$10,000	\$4,934,716
Dredging bid package	\$17,500	\$4,952,216
Mitigation Fee	See 2024	
2025 Dredging, 110,000 CY based on the 2023 dredging bids	\$3,802,500	\$8,754,716
8 % inflation on the 2023 bids	\$304,200	\$9,058,916
Engineer/Construction Management	\$60,000	\$9,118,916
Possible EOHEd Grant	-\$2,053,350	\$7,065,566
TOTAL:	\$10,015,566	\$2,950,000
Check Calculation		\$2,950,000

PROJECT PARAMETERS - Scenario 2		
USACE permit for 100% of Area 2; permit good for 10 years.		
Full payment of MA ILF mitigation fee, split over two years.		
2 years of dredging, performed in calendar years 2024 and 2025.		
Borrowing costs/bond costs are not included in the estimate below.		
RISKS		
Current EOHEd grant requires a dredging contract to be in place by June 30, 2024.		
Town may not receive a EOHEd dredging grant for 2025 dredging.		
Voters may not approve funds to pay the mitigation fee.		
Voters may not approve additional funds to complete the dredging in 2025.		
Mitigation fee increase may be greater than 30%.		
OPPORTUNITIES/ACTIONS		
Increase 2024 funding request to maximize the 2024 EOHEd Grant.		
Possible mitigation fee reduction - partner with a state agency, such as Office of Coastal Zone Management (CZM).		
	COSTS	ADDITIONAL FUNDS REQUIRED
CALENDAR YEAR 2023		
Dredging account, as of November 3, 2023: \$3,004,688		-\$3,000,000
Provision for unrecorderd liabilities and ongoing commitments.		\$50,000
Available funds		-\$2,950,000
CALENDAR YEAR 2024		
GEI Permit support: USACE, Chapter 91, 401 Water Quality Permits.	\$25,000	-\$2,925,000
Dredging bid package	\$15,000	-\$2,910,000
MA ILF Mitigation Fee - 50% of total MA ILF Fee.	\$2,224,386	-\$685,614
Potential increase to MA ILF - 30%	\$667,316	-\$18,298
2024 Dredging, 110,000 CY based on the 2023 dredging bids	\$3,802,500	\$3,784,202
5 % inflation on the 2023 bids	\$190,125	\$3,974,327
Engineer/Construction Management	\$55,000	\$4,029,327
EOHEd Grant expires June 30, 2024	-\$1,996,313	\$2,033,014
CALENDAR YEAR 2025		
GEI Permit support: USACE, Chapter 91, 401 Water Quality Permits.	\$10,000	\$2,043,014
Dredging bid package	\$17,500	\$2,060,514
MA ILF Mitigation Fee	\$2,224,386	\$4,284,900
Potential increase to MA ILF - 30%	\$667,316	\$4,952,216
2025 Dredging, 110,000 CY based on the 2023 dredging bids	\$3,802,500	\$8,754,716
8 % inflation on the 2023 bids	\$304,200	\$9,058,916
Engineer/Construction Management	\$60,000	\$9,118,916
Possible EOHEd Grant	-\$2,053,350	\$7,065,566
TOTAL:	\$10,015,566	\$2,950,000
Check Calculation		\$2,950,000

PROJECT PARAMETERS - Scenario 3		
USACE permit for 100% of Area 2; permit good for 10 years.		
No MA ILF mitigation fee required - based on Town and USACE approvals of an acceptable Mitigation Plan.		
2 years of dredging, performed in calendar years 2024 and 2025.		
Borrowing costs/bond costs are not included in the estimate below.		
Potential mitigation plans: a) Blackfish Creek oyster restoration and increased biodiversity, or b) possible alternate - an enhanced habitat for finfish.		
RISKS		
Current EOHEd grant requires a dredging contract to be in place by June 30, 2024.		
Town may not receive a EOHEd dredging grant for 2025 dredging.		
Local opposition may delay or derail approval of a mitigation plan.		
Voters may not approve additional funds to complete the dredging in 2025.		
OPPORTUNITIES/ACTIONS		
Increase 2024 funding request to maximize the 2024 EOHEd Grant.		
	COSTS	ADDITIONAL FUNDS REQUIRED
CALENDAR YEAR 2023		
Dredging account, as of November 3, 2023: \$3,004,688		-\$3,000,000
Provision for unrecorderd liabilities and ongoing commitments.		\$50,000
Available funds		-\$2,950,000
CALENDAR YEAR 2024		
GEI Permit support: USACE, Chapter 91, 401 Water Quality Permits.	\$25,000	-\$2,925,000
Dredging bid package	\$15,000	-\$2,910,000
MA ILF Mitigation Fee	\$0	-\$2,910,000
Potential increase to MA ILF - 30%	\$0	-\$2,910,000
2024 Dredging, 110,000 CY based on the 2023 dredging bids	\$3,802,500	\$892,500
5 % inflation on the 2023 bids	\$190,125	\$1,082,625
Engineer/Construction Management	\$55,000	\$1,137,625
Mitigation Plan cost 1st year.	\$87,000	\$1,224,625
EOHEd Grant expires June 30, 2024	-\$1,996,313	-\$771,688
CALENDAR YEAR 2025		
GEI Permit support: USACE, Chapter 91, 401 Water Quality Permits.	\$10,000	-\$761,688
Dredging bid package	\$17,500	-\$744,188
Mitigation Fee	\$0	-\$744,188
2025 Dredging, 110,000 CY based on the 2023 dredging bids	\$3,802,500	\$3,058,313
8 % inflation on the 2023 bids	\$304,200	\$3,362,513
Engineer/Construction Management	\$60,000	\$3,422,513
Mitigation Plan costs, years 2 through 7.	\$192,000	\$3,614,513
Possible EOHEd Grant	-\$2,053,350	\$1,561,163
TOTAL:	\$4,511,163	\$2,950,000
Check Calculation		\$2,950,000

REQUIRED FUNDING REQUEST - Scenario 1		
CALENDAR YEAR 2024		
Available funding in dredging account	-	\$2,950,000
Mitigation Fee	\$5,783,404	
Calendar Year 2024 dredging and engineering costs	\$4,087,625	
EOHED Grant	-	\$1,996,313
Total 2024:	\$4,924,716	
CALENDAR YEAR 2025		
Available funding in dredging account	\$0	
Mitigation Fee	\$0	
Calendar Year 2025 dredging and engineering costs	\$4,194,200	
Total 2025:	\$4,194,200	
CALENDAR YEARS 2024 AND 2025 TOTALS:	\$9,118,916	
Potential EOHED Grant Award for Calendar Year 2025 Dredging work:	-	\$2,053,350
Totals assuming a 2025 EOHED Grant Award	\$7,065,566	

REQUIRED FUNDING REQUEST - Scenario 2		
CALENDAR YEAR 2024		
Available funding in dredging account	-	\$2,950,000
Mitigation Fee	\$2,891,702	
Calendar Year 2024 dredging and engineering costs	\$4,087,625	
EOHED Grant	-	\$1,996,313
Total 2024:	\$2,033,014	
CALENDAR YEAR 2025		
Available funding in dredging account	\$0	
Mitigation Fee	\$2,891,702	
Calendar Year 2025 dredging and engineering costs	\$4,194,200	
Total 2025:	\$7,085,902	
CALENDAR YEARS 2024 AND 2025 TOTALS:	\$9,118,916	
Potential EOHED Grant Award for Calendar Year 2025 Dredging work:	-	\$2,053,350
Totals assuming a 2025 EOHED Grant Award	\$7,065,566	

REQUIRED FUNDING REQUEST - Scenario 3		
CALENDAR YEAR 2024		
Available funding in dredging account	-	2,950,000
Mitigation Plan costs	87,000	
Calendar Year 2024 dredging and engineering costs	4,087,625	
EOHED Grant	-	1,996,313
Total 2024:	-	771,688
CALENDAR YEAR 2025		
Available funding in dredging account	0	
Mitigation Plan costs	192,000	
Calendar Year 2025 dredging and engineering costs	\$4,194,200	
Total 2025:	\$4,386,200	
CALENDAR YEARS 2024 AND 2025 TOTALS:	\$3,614,513	
Potential EOHED Grant Award for Calendar Year 2025 Dredging work:	-	\$2,053,350
Totals assuming a 2025 EOHED Grant Award	\$1,561,163	



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: November 21, 2023



BUSINESS

~ C ~

REQUESTED BY:	Ryan Curley ~ Board Member
DESIRED ACTION:	To review and discuss the town's liquor licensing rules and regulations
PROPOSED MOTION:	No motion is needed for this agenda item.
SUMMARY:	The licensing fees were last updated in 2016. Since the end of Covid, restrictions and the resulting impact on businesses, the board has been wrestling with issues related to liquor licensing.
Project	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea ____ Nay ____ Abstain ____

TOWN OF WELFLEET LIQUOR LICENSE RULES AND REGULATIONS

~~The following rules and regulations are adopted by the Board of Selectmen~~The Selectboard adopts the following rules and regulations as Licensing Authority to apply to all licenses for the sale of alcoholic beverages to take effect ~~July 8, 2008~~ January 1, 2024 and to take precedence over prior rules and regulations.

The issuance of a new Common Victualler license does not guarantee the granting of a new liquor license in the future.

Upon application for a Common Victualler license, the applicant must supply the Board with a copy of the establishment's menu and a listing of its working hours. Applicants for renewals of annual licenses and seasonal licenses must also supply the Board with a copy of their hours.

The Health Agent, the Fire Inspector, and the Inspector of Buildings must inspect the establishments of all Common Victualler applicants. These inspections are mandatory and must be completed before the license will be issued.

~~The fee for an all alcoholic beverage license, year round shall be \$1,500; seasonal shall be \$1,600. The fee for beer and wine license, year round shall be \$1,375; seasonal shall be \$1,450. The fee to extend a seasonal liquor license shall be \$125; fees for One Day Beer & Wine License \$100; All Alcohol \$150.~~

The fee for any license to sell alcoholic beverages shall be paid at the time of application in the case of renewals and within seven days following final approval of an application for a new license. Said fees are set in the Liquor Licensing Fee Schedule as appears below.

<u>Liquor Licensing Fee Schedule</u>	
<u>Liquor License Filing Fee</u>	<u>\$60.00</u>
<u>Annual - All Alcohol Restaurant</u>	<u>\$1250.00</u>
<u>Annual - All Alcohol Package Store</u>	<u>\$1,300.00</u>
<u>Annual - Beer & Wine Restaurant</u>	<u>\$1,150.00</u>
<u>Annual - Beer & Wine Package Store</u>	<u>\$1,200.00</u>
<u>Closure of Annually Liquor Licensed Establishment for more than 21 days</u>	<u>\$250.00</u>

<u>Seasonal - All Alcohol Restaurant</u>	<u>\$1,850.00</u>
<u>Seasonal - All Alcohol Innholder</u>	<u>\$1,600.00</u>
<u>Seasonal - All Alcohol Package Store</u>	<u>\$1,800.00</u>
<u>Seasonal - Beer & Wine Restaurant</u>	<u>\$1,675.00</u>
<u>Seasonal - Beer & Wine Package Store</u>	<u>\$1625.00</u>
<u>Seasonal Liquor License Extension</u>	<u>\$175.00</u>
<u>One Day Beer & Wine</u>	<u>\$115.00</u>
<u>One Day All Alcohol</u>	<u>\$175.00</u>

All liquor licenses must be picked up and paid for before an establishment may commence serving liquor.

The owner, manager or principal representative, and/or the person whose name appears on any license for the sale of alcoholic beverages shall be responsible for the enforcement of these regulations on the licensed premises and shall register as such with the Board of SelectmenSelectboard.

The holder of a year-round license may be closed for renovations or other legitimate reasons for a specified period upon written approval of the Board of SelectmenSelectboard.

The Board of SelectmenSelectboard may require every licensee to have in attendance a police officer, who shall perform no other duty on the premises than to enforce the law and prevent disturbances. The cost of police services at the established rate will be borne by the license holder.

Any licensed premise having public parking areas shall be properly lighted so that persons, automobiles and other objects may be easily seen.

Places having public parking areas or lots near their buildings shall clean the same and shall keep a lane open in said lots so that police may drive through.

All illuminated signs advertising alcoholic beverages must be extinguished during hours when the sale of said beverages is prohibited.

No advertising matter, screen, curtain or other obstruction, which prevents a clear view of the interior of licensed premises, shall be maintained in or on any window or door thereof. (Chapter 138, Section 1, Massachusetts General Laws)

All glasses and containers in which alcoholic beverages are sold in the licensed premises shall be removed from all bars and tables not later than fifteen minutes after the closing time stipulated on the liquor license. All music and/or entertainment shall end no later than 1:00 a.m.

All patrons, members, and/or guests must vacate the public rooms of the licensed premises no later than twenty minutes after closing time for the sale of alcoholic beverages, as said time appears on the liquor license for said premises.

The Licensing Board may issue licenses for the operation of a Service Bar only. For the purpose of these rules and regulations, a service bar is defined as follows:

A bar at which only an employee of the licensed establishment may receive drinks to serve to patrons. There shall be no tables, chairs, or stools at any service bar.

Outdoor Service:

~~A~~~~no~~No later than 1:00 a.m. closing hour shall apply to all outdoor service unless otherwise specified on license.

Package Goods Stores:

Minimum hours of operation for holders of all alcoholic package goods store licenses shall be from 9:00 a.m. to 8:00 p.m. during the period of the license, unless otherwise stipulated by the ~~Selectmen~~Selectboard.

Club Licenses:

All licensed clubs, whether Veteran's organizations or otherwise, may serve the alcoholic beverages for which they are licensed, to members and guests. No licensed club shall display in the doors or windows thereof or outside said premises any advertisements indicating the sale of alcoholic beverages within.

Special Event Licenses:

Special Event Liquor Licenses shall be required by all, but not limited to, private and public organizations or businesses where alcohol is either sold, or for which there is an indirect charge, such as admission fees or contributions. Special Event Licenses may be granted by the Licensing Authority at a public hearing after review by the Police Department, Building Department, Fire Department and Health Department as necessary.

Violations:

Violations of any State statute or regulations or local bylaws will be dealt with as follows:

- A. First violation: If a hearing determines that a violation did occur, a warning will be issued to the licensee.
- B. Second violation: If a hearing determines that a second violation occurred, the liquor license will be suspended for a period of three days to two weeks.

- C. Third violation: If a hearing determines that a third violation occurred, the liquor license may be revoked for the remainder of the licensing period.
- D. Prior to holding a hearing, the Licensing Authority shall give 14 days written notice by certified mail, return receipt requested, to the licensee, said notice shall be not less than three days prior to the date of the hearing. Said notice shall contain the specific violations charged and the date, time and place of the hearing.

These regulations must be posted in every establishment holding a liquor license, in a location clearly visible to patrons.

In accordance with the provisions of Chapter 138 of the Massachusetts General Laws, the preceding regulations are adopted by the Board of ~~Selectmen~~Selectboard (Local Licensing Authority). These regulations shall remain in full force and effect unless amended or repealed by the Board of ~~Selectmen~~Selectboard.



COMMONWEALTH OF MASSACHUSETTS

DEPARTMENT OF THE STATE TREASURER
ALCOHOLIC BEVERAGES CONTROL COMMISSION

95 Fourth Street, Suite 3 Chelsea, MA 02150-2358

Jean M. Lorizio, Esq.
Commission Chairman

QUOTA BREAKDOWN

As of: 11/9/2023

Town of: Wellfleet (1348)

ANNUAL						
On Premise Retail			Exemption			
	Allowed	Total Issued	Special Leg	Vets Clubs	Farmer Series PP	Total Available in Quota
AB	14	10	0	0	0	4
WM	5	0	0	0	0	5
WMC		0	0	0	0	
Off Premise Retail			Exemption			
	Allowed	Total Issued	Special Leg	Vets Clubs	Farmer Series PP	Total Available in Quota
AB	2	2	0	0	0	0
WM	5	3	0	0	0	2
SEASONAL						
On Premise Retail			Exemption			
	Allowed	Total Issued	Special Leg	Vets Clubs	Farmer Series PP	Total Available in Quota
AB	0	12	0	0	0	0
WM	0	3	0	0	0	0
WMC		0	0	0	0	
Off Premise Retail			Exemption			
	Allowed	Total Issued	Special Leg	Vets Clubs	Farmer Series PP	Total Available in Quota
AB	0	2	0	0	0	0
WM	0	1	0	0	0	0

Annual	AB	SECTION 12
General On-Premises		2
Hotel/Innkeeper		1
Restaurant		7
Seasonal	AB	SECTION 12
General On-Premises		1
Restaurant		11
Seasonal	WM	SECTION 12
General On-Premises		1
Restaurant		2

This document is for informational purposes only. Consult the local licensing authority regarding availability of licenses or any specific local restrictions imposed by the local licensing authority.



Town of
WELLFLEET
Massachusetts

Published on *Wellfleet MA* (<https://www.wellfleet-ma.gov>)

Licensing Fee Schedule Proposed Changes

License Type	Licensing Fee
Liquor License Filing Fee	\$ 60.00 <u>50.00</u>
Annual - All Alcohol Restaurant	\$ 1250.00 <u>1,500.00</u>
Annual - All Alcohol Package Store	\$ 1,300.00 <u>1,500.00</u>
Annual - Beer & Wine Restaurant	\$ 1,150.00 <u>1,375.00</u>
Annual - Beer & Wine Package Store	\$ 1,200.00 <u>375.00</u>
<u>Closure of Annually Liquor Licensed Establishment for more than 21 days</u>	\$ <u>250.00</u>
Seasonal - All Alcohol Restaurant	\$ 1,850.00 <u>600.00</u>
Seasonal - All Alcohol Innholder	\$1,600.00
Seasonal - All Alcohol Package Store	\$ 1,800.00 <u>1,600.00</u>
Seasonal - Beer & Wine Restaurant	\$ 1,675.00 <u>1,450.00</u>
Seasonal - Beer & Wine Package Store	\$ 1,625.00 <u>1,450.00</u>
Seasonal <u>Liquor</u> License Extension	\$ 175.00 <u>125.00</u>
One Day Beer & Wine	\$ 115.00 <u>100.00</u>
One Day All Alcohol	\$ 175.00 <u>150.00</u>

Amended 4/25/16
Amended XX/XX/23

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TOWN OF WELFLEET LIQUOR LICENSE RULES AND REGULATIONS

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<u>Annual - Beer & Wine Package Store</u>	<u>\$1,200.00</u>
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Seasonal - All Alcohol Restaurant	\$1,850.00
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SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: November 21, 2023

V

BUSINESS

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REQUESTED BY:	Town Administrator ~ Rich Waldo
DESIRED ACTION:	To consider an alternative to the hiring policies on employment advertising
PROPOSED MOTION: Summary:	If a motion is needed one will be made at the time of the meeting.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

BOARD OF SELECTMEN
Policy on Employment Advertising
Original Date: July 30, 1990
1990-4

Reaffirmed: December 20, 1993
Revised: March 2, 1998
Reaffirmed: January 22, 2001
Reaffirmed: March 9, 2004

The Town shall, unless precluded by a valid collective bargaining agreement, advertise all vacancies for permanent full-time, part-time and seasonal positions in at least one newspaper of general circulation in the area, and post such vacancies in the Town Hall and any other appropriate Town buildings as determined by the Town Administrator.

BOARD OF SELECTMEN
Affirmative Action Policy
Original Date: June 25, 1987
1987-1

Reaffirmed: December 20, 1993
Reaffirmed: January 20, 1998
Reaffirmed: January 8, 2001
Reaffirmed: March 9, 2004

At a meeting of the Board of Selectmen of the Town of Wellfleet, the following policy of non-discrimination was affirmed:

1. No person is excluded from service because of race, color, national origin, sex, religion, marital status, age, handicap, or sexual preference.
2. There is no segregation of persons served on the basis of race, color, national origin, sex, religion, marital status, age, handicap, or sexual preference.
3. There is no discrimination on the basis of race, color, national origin, sex, religion, marital status, age, handicap, or sexual preference, with regard to hiring, assignment, promotion, or other conditions of staff employment. In addition, the Town has a written plan for positive action to achieve equal employment opportunity for all persons in the filling of its staff positions including elements such as contacts with various organizations in the community (including minority group organizations) regarding the Town's employment needs, recruitment advertisements in minority group news media where advertisement in the general media is used to fill jobs, identifying the Town as an equal employment opportunity employer in recruitment advertisements, and the use for job referral purposes of only those employment agencies which do not discriminate on the basis of race, color, national origin, sex, religion, marital status, age, handicap, or sexual preference.
4. There is no discrimination on the basis of race, color, national origin, sex, religion, marital status, age, handicap, or sexual preference, in membership on the Town's governing body.

I certify that the practices of this organization conform to the policy of non-discrimination stated above.

(date)

(Chairman, Board of Selectmen)

TOWN OF WELLFLEET
AFFIRMATIVE ACTION POLICY AND PLAN

I. Equal Employment Opportunity Policy

The Town of Wellfleet is committed to a policy of insuring Equal Opportunity in its practices to the extent that the Town of Wellfleet (referred to herein as the Town) will not discriminate against any employee or applicant for employment because of race, color, national origin, sex, religion, marital status, age, handicap, or sexual preference. This commitment extends to all of the Town's operations and to all areas of employment. The specific practices necessary to implement this policy will be based upon guidelines established in both the State and Federal Civil Rights Laws, viz., Title VI and VII of Civil Rights act of 1964 and Massachusetts Executive Orders #14 and #116. These practices will be carried out to the best of our ability because we, as a concerned employer, recognize that minorities of this country have had a dismal experience of employment and that they need help. This is a projection of the Town's sense of social responsibility and moral obligation, and our belief that by providing equal opportunity to all people we will not just insure it for the minorities but our own effectiveness as a Town will be enhanced.

Policy Statement – It is the Town's policy to achieve equal employment opportunity for all employees and applicants for employment without regard to race, color, national origin, sex, religion, marital status, age, handicap, or sexual preference.

Employment prerequisites are that qualified applicants are considered without regard to race, color, national origin, sex, religion, marital status, age, handicap, or sexual preference. Minority employees are given equal consideration for promotion based on the same standards and qualifications used for other employees. Nondiscriminatory considerations shall be used in decisions concerning training, transfer, demotion and termination.

All unions, vendors and contractors with which the Town deals are notified that the Town is an Equal Employment Opportunity Employer and the Town requires the utilization of employees and referral of potential employees without regard to race, color, national origin, sex, religion, marital status, age, handicap, or sexual preference. All entities with contractual agreements are requested to initiate a program of nondiscrimination.

II. Affirmative Action Plan

To insure equal opportunity, the Town is pledged to take Affirmative action by, 1) moving all employees in the work force to parity, 2) removing whatever barriers which may have a disparate effect upon minorities and women in the screening and hiring as well as the process of promotions, transfer and placements with the Town, 3) actively seeking qualified minorities and women candidates for employment in the recruitment process.

As outlined in Federal executive Orders 11246 and 11375, the Affirmative Action will follow a program of objectives (goals) and timetables based upon the results of a utilization analysis of the Town's workforce and the need for adequate monitoring and supervision of those practices and procedures heretofore recognized as partial and discriminatory even though such condition (s) cannot be traced to a conscious intent of the employer.

1. Statement of Policy

It is the policy of the Town of Wellfleet to assure that applicants for employment and employees, during employment, will be considered without regard to their race, color, national origin, sex, religion, marital status, age, handicap, or sexual preference. Such affirmative action shall concern decisions relating to employment, upgrading, demotion, or transfer, recruitment, or recruitment advertising, layoff or termination, rates of pay or other forms of compensation.

2. Responsibility for the Program

Ultimate responsibility for the program rests with the Board of Selectmen of the Town of Wellfleet. The Board of Selectmen may delegate the responsibility for the implementation of the program to the Town Administrator, who shall be the Affirmative Action Officer. The Town Administrator is empowered as management authority to seek from time to time such assistance as is needed to implement the program. Any unresolved problems pertaining to the Affirmative Action Plan shall be referred to the Personnel Board of the Town of Wellfleet. The Town Administrator shall be responsible for:

- a. Policy statements affecting Affirmative Action; internal and external communication procedures.
- b. Assist management staff in collecting and analyzing EEO data and identifying problem areas as appropriate.
- c. Report at least annually to the Board of progress of each area in relation to this program.
- d. Assure that current information affecting this program is provided to the Board of Selectmen.

3. Recruitment

When advertising for employees, the Town will include advertisements in newspapers and public media within the general area in addition to sources already cited above.

4. Dissemination of Policy

All supervisory and staff personnel will be thoroughly instructed in the provisions and requirements of the Affirmative Action Plan.

5. Utilization Evaluation

Where there is an obvious underutilization of minorities, the Town will make every good faith effort to correct this condition by actively seeking minority employees.

6. Personnel Actions

The Town Administrator shall investigate all complaints of alleged discrimination made by employees and in connection with obligation under the Town's Affirmative Action Plan and will seek to resolve such complaints through appropriate action.

III. Reassignment Policy

EEO and Affirmative Action

A. In the event or whenever two or more employees apply for a transfer to the same position or the same work area and

1. there is only one job opening
2. there is only one vacancy and available vacancies are less than the number of applicants, and
3. if the qualifications of said applicants are equal,

then the criteria of preference for the selection of applicants (1) to be changed to a new position within the same area of the applying applicant(s) or (2) to be transferred to a new job in another area will be in the descending order as follows:

- a. length of service translated into LHWH (Life History Work Hours)
- b. Women and minorities. In the event that there are more than two women with equal qualifications and one is a minority, preference shall be given to the minority. In the event that all women applicants are minorities, preference will be given to the minority in the highest underutilization category.

Employment Policy

EEO and Affirmative Action

B. In the event or whenever two or more persons with equal qualifications have applied for the same job opening or vacancy and a choice must be made for only one to be hired to fill the job opening or vacancy, the criteria of preference for the selection of the applicant will be in the descending order of the following:

1. (Same statement as in #a of Transfer Policy)
2. (Same statement as in #b of Transfer Policy)

C. Recruitment

1. When advertising for employees, the Town will include all such advertisements in newspapers or other publications, published within the normal recruitment area and known to have a large circulation among minority groups.
2. The Town will, unless precluded by a valid collective bargaining agreement, conduct systematic and direct recruitment through public and private employee referral sources likely to yield minority group applicants, which may include State employment agencies, schools, colleges, and minority group organizations.



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: November 21, 2023

VI

SELECTBOARD REPORTS:

Reported by:	Topic:



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: November 21, 2023

VII

TOPICS FOR FUTURE DISCUSSION

- **The board will bring up topics that they wish to be on future agendas.**



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: November 21, 2023

VIII

MINUTES

REQUESTED BY:	Executive Assistant
DESIRED ACTION:	Approval of Meeting Minutes as written in draft for November 7, 2023, and November 14, 2023.
PROPOSED MOTION:	I move to approve the minutes of November 7, 2023 and November 14, 2023, as written in draft form.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

Wellfleet Selectboard
Tuesday November 7, 2023; 7pm
Hybrid Meeting: Zoom/ 715 Old King's Highway
Meeting Minutes

Members Present: Barbara Carboni, Chair; John Wolf, Vice Chair; Michael DeVasto, Ryan Curley, Tim Sayre

Others Present: Rich Waldo, Town Administrator; Silvio Genoa, Assistant Town Administrator; Chris Merl, Diane Brunt, Tim Hughes, Lisa Dexter, Mike Shannon, Brad Morse, Jude Ahern, Rich Pauley, Fire Chief; Scott Horsely, Consultant for the watershed permit; Anastasia Rudenko, GHD; Ken Kozak, owner of The Wicked Oyster; Dennis O'Connell, Wellfleet Conservation Trust; Diane Brunt, Brad Morse, Chris Merl.

Chair Carboni called the meeting to order at 7:03pm

I. *Announcements, and Public Comments*

Note: Public comments are limited to no more than three minutes per speaker.

The Board will not deliberate or vote on any matter raised solely during Announcements & Public Comments

Chair Carboni asked Waldo to introduce the new assistant Town Administrator, Waldo introduced Genao to the board and the public. Genao spoke to the board thanking them for their support and he looks forward to working for the town and with the town's people.

Chair Carboni made an announcement on behalf of the board stating that the meetings of the board have lasted for four hours or more, and that isn't beneficial for the board or the public. She explained that the board had a working meeting and came to a resolution as a board that each member of the public will be allowed to speak for three minutes, an individual isn't allowed to gift their time to another member of the audience. She explained that a person may speak twice on an agenda item, but other members of the audience have to have their chance to speak first. She asked for any other comments or announcement from the board.

Merl stood up and spoke to the board regarding his letter in August and asked how the process was how was the board going to handle his issue. He spoke about the shellfish department hiring position.

Hughes spoke to the board about the many letters of complaints that have been sent in by him and other town members. Chair Carboni spoke to Hughes saying that the board is working on a policy on how to handle complaints and accusations from the public and when they do, they will bring it to the public, she will follow up with the town administrator.

Dexter spoke to the board stating that she heard the shellfish constable was going to be at the meeting about the lack of Oysters in the wild. She would like to address this issue. Chair Carboni stated she will follow this up with the town administrator.

Shannon, spoke to the board about the June 27th executive session meeting minutes being released and stated there are so many redactions that it leaves the public wondering what happened.

Morse spoke to the board regarding the working meeting about public comment, he stated he felt the board might be in violation. He stated he doesn't feel like the public is being listened to. He read a letter from an anonymous person specifying how the shellfish department should work.

Ahern spoke to the board stating that she was angry about the meeting minutes and kept stating that Carboni was a fake chair.

Brunt came to the microphone, stating the working meeting was an open meeting law violation because the town hall door was locked. Until someone let Helen Miranda Wilson in the building. She continued reading a statement to the board discussing their lack of competence.

Pauley spoke to the board stating that the tone of the meetings over the past few meetings and stated that the administration and most of the board have the best interest of the town in mind all the time, he stated that he is very disappointed in the handful of people that continue to make accusations of the staff and administration.

II. ***Consent Agenda***

A. Wellfleet Chamber of Commerce, Brianna Sullivan ~ Lawn area in front of Town Hall for the annual tree lighting and sing along ~ Saturday December 9, 2023, 3:30pm – 5:30pm.

B. Appoint Nancy Gralla as an alternate to the Energy and Climate Action Committee for a term of three years.

C. Appointment of John Portnoy to the Conservation Commission for a term of three years.

There were no objections to the consent agenda.

Board Member Curley Moved, Board Member Wolf Seconded; and it was voted to adopt and approve the consent agenda as presented.

Roll Call Vote: 5-0

III. ***Watershed Permit Update***

A. Scott Horsley & Anastasia Rudenko to present and update the board on Town's Watershed Management Permit ~ Scott Horsley

Horsley and Rudenko were both in the meeting virtually. Horsley began sharing his screen to give the board and the public an update on the watershed permit.

He stated there have been some minor amendments but is very much the same as it was when they first presented it to the board. He spoke about wastewater treatment plants. He addressed the downtown sewage systems. He also spoke about the 95 Lawrence Housing project and their sewer project.

Rudenko spoke to the board discussing the regulatory changes regarding title 5 and watershed permits. She spoke about the next steps to move this project forward. Discussing the notice of intent. They finished their presentation and Chair Carboni asked if the board had any questions, Wolf spoke to the board stating the innovative septic systems are better for the town rather than having the entire town on sewer system. He asked about the monitoring process for these IA systems and the expense that goes with it. Wolf had a few follow up questions for the monitoring and testing. Horsley stated he didn't believe that

the testing would go away all together, but the requirements would go down to an annual type of system.

Curley asked Horsely to speak about comments and questions that he has received from the DEP regarding this project. Horsley responded stating he is working on a written statement which is close to finished but he stated there were questions about Maurice's Campground and the alternative systems that would need a quality assurance plan which would require significant monitoring. He stated the next draft would go through MEPA. Curley asked if these remarks were verbal or written, Horsely stated there were no written comments or assessments.

Curley questioned the status of the town administrator entering into negotiations with Truro and Eastham for a memorandum of agreement for a targeted watershed permit.

There were a few more questions that were asked of Horsley discussing the process of the permit and the surrounding towns. Sayre spoke to the Horsley about the inspections and after three years the homeowners would be responsible for these inspections after the three-year grace period was up. Horsley stated he has been told around \$500 per year per home. Sayre also asked about the different treatment plants around town. The board continued to discuss the watershed plan with Horsley and Rudenko, discussing details of the project and the timeline for the watershed permit.

Chair Carboni questioned what the board would like next from Horsley and Rudenko. Curley stated that it sounded by the presentation they were a few weeks out. Chair Carboni stated that when they are ready to continue to come back to the board to be placed on the agenda. Brunt questioned the board about the people that can't afford to upgrade their septic systems and are working on how to proceed that way.

IV. Public Hearings ~ Chair Carboni opened the public hearing.

- A. Tek Restaurant Group Inc.; dba: The Wicked Oyster, Application received Monday October 23, 2023; change liquor license from year-round to seasonal and to seek approval for closing November 2023 for the winter season.**

Kozak explained that over the past many years the restaurant has tried to stay a viable year-round business by offering special, themed nights and so on. He stated the bottom line is that the restaurant isn't able to stay open. The board discussed the seasonal and annual licenses available to the town and if there is a cap on them.

The board discussed the sadness of losing another year-round restaurant but understands the issues. Sayre also expressed his sadness about the closing, he stated that his concern is that if they ask for an extension, it is unfair to the restaurants that are open year-round. He stated that he would be opposed if they asked in the future to stay open through January he would be opposed.

Board Member DeVasto Moved; Board Member Wolf Seconded and it was voted to approve the amendment of TEK Restaurant Group, Inc. DBA The Wicked Oyster to change from an annual liquor license to a seasonal liquor license, and close the restaurant November 2023, for the winter season contingent on a seasonal license being available.

Roll Call Vote: 5-0

Chair Carboni closed the public hearing.

V. Business

A. Mill Creek Access Easement & License off Old Chequessett Neck Road

Chair Carboni recused herself from this item. Board Member Wolf stepped into the role as chair while Chair Carboni left the table.

Waldo gave the board an update on this easement and explained the background of how this came to be. He stated the Wellfleet Conservation Trust and the National Park Service got together with both counsel representatives at the meeting to come to an agreement. He stated this was approved at the town meeting, he stated he is looking for two motions explaining what they were. Curley stated that the easement isn't an issue but where the National Park Service licensing agreement is a concern of his. He explained why. Waldo stated he didn't have an answer to Curley, he gave his thought process on this and the permanent easement. Curley stated his concern is the national park entering into an easement that requires a land exchange. The board discussed this access easement. There was a lot of discussion on land exchange and the concern surrounding it. Curley stated that the area that is being licensed by the park he asked if it was just the easement. He stated that he didn't feel the town could move forward with this as the town would need either a permanent or temporary easement and with those the park wants a land transfer. He continued stating that he didn't believe the town could enter into this agreement. Waldo read the article that was approved at the town meeting in April. O'Connell stated that he believed that both were covered under the town meeting vote. Sayre echoed Curley's concerns about the National Seashore. He questioned why the Conservation couldn't go directly to the National Seashore? O'Connell spoke to that stating that the town is the leading entity. Curley brought up the government shut down and being able to move forward. He stated he didn't believe they town could do this as it was longer than a year. Waldo stated that it would be renewed each year for 30 years. Curley stated he didn't believe it was legal. O'Connell stated he believed this was not an exclusive use for the park, people can walk into the and through the park. The board discussed the motions and agreed to have two separate motions.

Board Member DeVasto moved; Board Member Sayre Seconded; and it was voted to enter into an easement agreement with the Wellfleet Conservation Trust for access off Old Chequessett Neck Road to National Park Service Land.

Roll Call Vote: 4-0-1

Board Member DeVasto Moved; Board Member Sayre Seconded; to enter into a license agreement to the U.S. National Park Service for access over Wellfleet Conservation Trust land to adjacent National Park Service Land.

The board had discussion before the final vote; Curley read Chapter 70 of the town's bylaws stating that the easement is interest in real estate and the town cannot enter into a license agreement for more than 5-years. Waldo stated that this was a vote at town meeting. He pulled up the warrant article and read it to the board and public. Waldo stated he believed that the article covered both the

easement and the license agreement. They discussed the article and what they believed it covered. Curley felt strongly that the town doesn't have the authority to enter into a license agreement. O'Connell stated that if both didn't go through then there is no reason for the conservation to grant an easement. DeVasto agreed to redo the motion as one motion. Sayre stated that the town should have the right to terminate the lease like the national seashore. They discussed this. Curley continued to state his concern, Waldo will go back to town counsel to get Curley's questioned answered. DeVasto redid the second motion:

Board Member DeVasto Moved; Board Member Sayre Seconded; to enter into a license agreement to the U.S. National Park Service for access over Wellfleet Conservation Trust land to adjacent National Park Service Land, subject to the approval of town counsel regarding the bylaw that was read by Board Member Curley.

O'Connell stated that the intent for this was to have both motions done as one.

Board Member DeVasto moved; Board Member Wolf Seconded; to rescind the previous motion to enter into an easement agreement with the conservation trust.

Roll Call Vote: 3-1-1 (Curley voted no).

Wolf brought up that a lot of legal minds put this article together and questioned why there was opposition.

They discussed making another motion, Sayre stated they could just vote on the second motion.

Board Member DeVasto Moved; Board Member Sayre Seconded; and it was voted to enter into an easement agreement with the Wellfleet Conservation Trust for access off Old Chequessett Neck Road to National Park Service Land and to enter into a license agreement to the U.S. National Park Service for access over Wellfleet Conservation Trust land to adjacent National Park Service Land, subject to the approval of town counsel regarding the bylaw that was read by Board Member Curley.

Roll Call Vote: 3-1-1 (Curley voted no).

- B. Presentation from the Wellfleet Cultural District, to install 6 small informational signs around the harbor walk focusing on fishing and shellfishing in Wellfleet. McMahon spoke to the board about signs to be placed around the marina walk to allow people to read the history of Wellfleet and the indigenous people and how they landed here. He showed a prop of what a sign might look like. The board discussed where other signs could be around the town. Sayre questioned who would be reading and making sure the facts are correct, McMahon stated that David Right at the Historical Society will be verifying the facts.
- Board Member Wolf moved; Board Member Curley Seconded; and it was voted to approve the Wellfleet Cultural Council to install 6 small informational signs explaining and focusing on Wellfleet's fishing and shellfishing culture.**

Roll Call Vote: 5-0

- C. Staff update ~ Rich Waldo

Waldo spoke to the board explaining that there have been three new employees starting for the town, Assistant Town Administrator, Health Agent, and

Conservation Agent. He stated the town is looking to fill two more vacant positions, he stated those positions are the town treasurer and a building inspector. He stated the issue right now is a hybrid structure, who lives in Northern Massachusetts and there is a commitment to serve the town 5 days a week with an in-office day 1 to 2 times a week. He is prepared to invest in the town of Wellfleet and have made a conditional offer. Curley questioned monitoring of a remote employee. He asked about the flexibility of the treasurer in case there is a heavy demand on certain issues. Waldo stated that yes, in the contract it is stated that he will be available when needed. The board discussed the position and their job expectations, Curley brought up teamwork, and being integrated into the town. Genao spoke to the board about teamwork and stated that in his first couple weeks with the town he has experienced such acceptance and a team feeling. He said in the future the dynamic of this position could be revisited.

Brunt spoke to the board asking questions about the new hire. Asking about a contract. Brunt continued to speak over the board members, Chair Carboni spoke to Brunt stating that she allowed her to ask her questions and speak but she wasn't going to allow more questions.

Curley asked about the Building Commissioner and the Town Planner.

Waldo discussed the interim contract with the board, he stated this was just a testing period for the building inspector and his ability to understand town codes. He stated Angelo has shown his abilities to him and they would like to make a full time offer to him with the conditions of obtaining all the licenses needed for the positions.

He spoke to the board stating that once the important everyday roles are filled, he would like to focus on the Town Planner. Genao spoke to the board about moving quickly for open positions as Wellfleet has very limited housing so to be able to send a preliminary offer is something the town needs to do. The board discussed open positions more.

Morse came to the microphone, stating the town needs to have a finance director. Stating there are deep issues. Brunt spoke again about treasurer position yelling at the chair about transparency. Brunt continued to argue with the chair. Chair Carboni stated that not every agenda item is up for comments.

D. Selectboard 2024 Agenda ~ Issue with dates ~ Ryan Curley

Curley stated there are a couple of dates that need to be moved. He stated some of them are when staff takes vacation. He began on January 2, 2024, which is the day after New Year's Day. They discussed moving that meeting to January 9, 2024. The board discussed certain dates that needed to be changed, Waldo noted them and will bring them to Eldridge to make those corrections.

E. Meeting Time Change ~ Selectboard will discuss changing meeting time.

The board moved on to changing the meeting times, from 7pm to 6pm during daylight savings time. Waldo stated that surrounding towns start their meetings earlier and asked if the board would like to change their meetings. DeVasto stated he preferred moving the meetings to 6pm especially during daylight savings time. Curley agreed.

Board Member DeVasto moved; Board Member Seconded; and it was voted to move the selectboard meetings to 6pm during daylight savings time.

VI. *Selectboard Reports*

Wolf gave an update on the Dredging Task Force meeting, giving them information on what's next for the dredging. He also gave a Marina Advisory Committee update, which was mainly about the revenue taken into the Marina Enterprise budget for parking at Oysterfest. He spoke about an ice machine at the marina. Curley reported that on November 15th at 11am there is a walk through for Maurice's Campground for interested parties of the RFP of the property.

VII. *Town Administrator's Report*

Waldo spoke to the board and stated the reports on the Oysterfest from the fire and police departments were supposed to be an appendage to the administrator's report. He gave a rundown of his written report and informed the board about awards that were granted to the town. He spoke about the FY2025 budgets and how they were being worked with the capital plan. He spoke about the new entrances at town hall that were recently installed by the DPW. He spoke about the passing of Lenny who was a town employee and stated there was so much love and support for him. Curley spoke about the voter registration process, in light of the issues in Turo right now he wanted to make sure Wellfleet doesn't have the same issues.

VIII. *Oysterfest Reports*

A. Fire Department Report

Chief Pauley spoke to the board stating his disappointment with certain town residents.

B. Police Department Report

IX. *Topics for Future Discussion*

Brunt came to microphone yelling again at the board and chair Carboni stating that they are being silenced. She continued arguing with the board. The board decided they were no longer taking public comments at this time. Merl spoke to the board again stating that he felt it was unfair to not allow public comment. DeVasto stated that it is at the board's discretion to allow public comment, and this is not a public forum it is a board meeting.

Sayre wants to discuss fencing at the park at Mayo Beach, he spoke about paid parking at the beaches during Oysterfest. He stated that he would like to talk about budget line items. He spoke about new police officers and finding a way to bring an incentive to their positions to allow them to stay with the town. He would like to also discuss the shellfish department's role for the town. Chari Carboni spoke to him asking him to consider if some of these items need to be on an agenda or could a meeting take place.

DeVasto would like to discuss the sewer project on a future agenda item.

Curley would like to address goals and budgets at the meeting on the 14th.

He also stated that per the charter there needs to be a financial policy, Chair Carboni asked Curtley to explain the budget policy.

X. *Minutes*

A. September 5, 2023

B. October 3, 2023

Board Member Wolf Moved; Board Member DeVasto Seconded; and it was voted to approve the minutes of September 5, 2023, and October 3, 2023, as amended and in draft.

Roll Call Vote: 4-0-1 (Sayre abstained as he was not a member of the board for the first two meetings.)

C. October 17, 2023,

D. October 25, 2023, working meeting.

Board Member Sayre Moved; Board Member Wolf Seconded; and it was voted to approve the minutes of October 17, 2023, and October 25, 2023, as written in draft.

Roll Call Vote: 5-0

XI. *Adjournment*

Board Member Curley Moved; Board Member DeVasto Seconded; and it was voted to adjourn the meeting.

Roll call Vote: 5-0

Meeting adjourned at 10:35pm

Public Documents:

- *Application for Use of Town Property; Chamber of Commerce*
- *Application to be an alternate on Energy and Climate Action Committee ~ Nancy Gralla*
- *Application to be on the Conservation Commission ~ John Portnoy*
- *Watershed Management slideshow*
- *Application for approval of closure for The Wicked Oyster*
- *Easement and license agreement for Mill Creek Access*
- *2024 Selectboard Meeting Schedule*
- *Town Administrators report.*
- *Police and Fire Department Oysterfest updates.*
- *Meeting minutes; September 5, 2023; October 3, 2023; October 17, 2023; and October 25, 2023.*

***Wellfleet Selectboard
Tuesday November 14, 2023; 6PM
Hybrid Meeting:
715 Old King's Highway/Zoom
Meeting Minutes***

Members Present: Barbara Carboni, Chair; John Wolf, Vice Chair; Michael DeVasto, Ryan Curley, Timothy Sayre

Others Present: Rich Waldo, Town Administrator; Silvio Genao, Assistant Town Administrator; Rebekah Eldridge, Executive Assistant; Nancy Civetta, Shellfish Constable; Chris Merl, Officer Jacob Barrett, Brad Morse, Diane Brunt, Jude Ahern, John Tansey

Chair Carboni Called the meeting to order at 6:02pm

I. *Announcements, and Public Comments*

Note: Public comments are limited to no more than three minutes per speaker.

The Board will not deliberate or vote on any matter raised solely during Announcements & Public Comments

Chair Carboni asked if there were any announcements, Wolf stated that there was a resignation of Chris Allgier and Curt Felix and he announced there are now 2 vacancies for that board.

Merl spoke to the board, stating he provided the board with mass general laws pertaining to the shellfish position. HE explained it would be a violation of mass general laws. He asked that it be recorded and provided into the minutes.

Morse approached the microphone and commented on the previous selectboard meeting, concerning the treasurer new hire. He stated that the treasurer should be at the town hall not working remotely. He stated that it is important that financial management be the direct course of the board. He stated that public comments shouldn't be silenced.

Brunt went to the microphone, stating the disfunction of the Fire Chief at the meeting on 11-07-2023 stating the chief's behavior was unacceptable and the town administrator should be held accountable. She also spoke of the of the shellfish position that was done illegally. She continued stating that she does not think the taxpayers should continue to pay even though his actions are a disservice to the town.

Ahern came to the microphone, asking where the financial management letter for 2022 was and who was doing it. She asked about the deadline for the Lawrence Hill Project. She also asked about the Blackfish mitigation plan being withdrawn. She questioned the accident that John Mankevetch had on the town's barge. She remarked that she felt Civetta was shaming her by announcing the amount of public record requests.

Board Member DeVasto recused himself from all shellfish hearings.

Chair Carboni opened the public hearing at 6:14pm

A. Application received 10/16/2023 ~ for the transfer of shellfish grant license #'s 95-23 and 95-24 consisting of approximately two acres on Egg Island from Zach Rennert to Zach Rennert and Blake Olson.

Civetta spoke to the board regarding this transfer stating that there were no issues as Zach and Blake have been working together for many years and she believes this is a positive development.

Board Member Wolf Moved; Board Member Sayre Seconded and it was voted to approve the transfer of shellfish grant license #'s 95-23 and 95-24 consisting of a total of approximately two acres on Egg Island from Zach Rennert to Zach Rennert and Blake Olson.

Roll Call Vote: 4-0-1

This hearing was closed.

Board Member DeVasto moved; Board Member Wolf seconded; and it was voted to close the hearing.

Roll Call Vote: 4-0-1

B. Chair Carboni opened the hearing.

Application received 10/18/2023 ~ for the transfer of shellfish grant license # 2008-01 consisting of 0.5 acres on Lieutenant Island from Ralph Bassett and Russel Junkins to Ralph Bassett, Russell Junkins, and Sheila Avery.

Civetta again stated this was a good transfer and had no issues.

Board Member Wolf Moved; Board Member Sayre seconded; and it was voted to the transfer of Shellfish Grant License #2008- 01 consisting of approximately one-half acre on Lieutenant Island from Ralph Bassett and Russell Junkins to Ralph Bassett, Russell Junkins and Sheila Avery.

Roll Call Vote: 4-0-1

Board Member Sayre Moved; Board Member Curley Seconded; and it was voted to close the public hearing.

Roll Call Vote: 4-0-1

C. Chair Carboni opened the hearing.

Application Received 10/18/2023 ~ for the transfer of shellfish grant license #'s 01-01 and 01-01 ext. consisting of a total of three acres on Lieutenant Island from Rodney Avery to Rodney Avery and Shiela Avery.

Civetta stated that this was a husband-and-wife team and had no issues.

Board Member Wolf Moved; Board Member Sayre seconded; and it was voted to approve the transfer of shellfish grant license #'s 01-01 and 01-01 EXT. consisting of approximately three acres total on Lieutenant Island from Rodney Avery to Rodney Avery and Sheila Avery.

Roll Call Vote: 4-0-1

Board Member Sayre Moved; Board Member Curley Seconded; and it was voted to close the public hearing.

Roll Call Vote: 4-0-1

D. Chair Carboni opened the public hearing.

Assignment of shellfish grant license #851 consisting of approximately one acre on Field Point to the October 17, 2023, lottery winner Devon Nunez.

Board Member Sayre Moved, Board Member Wolf Seconded; and it was voted to approve the application form Devon Nunez for shellfish grant license #851 consisting of approximately one acre on Field Point, for which she was selected in a lottery on October 17, 2023, for a term of two-years to expire April 30, 2025.

Roll Call Vote: 4-0-1

Board Member Sayre moved; Board Member Wolf Seconded; and it was voted to close the public hearing.

Roll Call Vote: 4-0-1

E. Chair Carboni opened the public hearing.

Assignment of shellfish grant license #01-06-B1 consisting of approximately 1.5 acres off Indian Neck to the October 17, 2023, lottery winner Daniel Ho.

Board Member Curley Moved; Board Member Sayre Seconded; and it was voted to approve the application from Daniel Ho for shellfish grant license #01-06-B1 consisting of approximately 1.5 acres off Indian Neck, for which he April 30, 2025.

Roll Call Vote: 4-0-1

Board Member Sayre Moved; Board Member Curley Seconded; and it was voted to close the public hearing.

Roll Call Vote: 4-0-1.

F. Chair Carboni opened the public hearing.

Assignment of shellfish grant license #01-06-B2 consisting of approximately 1.5 acres off Indian Neck to the October 17, 2023, lottery winner Raymond Rowell.

Board Member Curley Moved; Board Member Wolf Seconded; and it was voted approve the application from Raymond Rowell for shellfish grant license #01-06-B2 consisting of approximately 1.5 acres off Indian Neck, for which he was selected in a lottery on October 17, 2023, for a term of 2 years to expire April 30, 2025.

Roll Call Vote: 4-0-1

Board Member Sayre Moved; Board Member Curley Seconded; and it was voted to close the public hearing.

Roll Call Vote: 4-0-1

G. Chair Carboni opened the public hearing.

Assignment of shellfish grant license #792-B1 consisting of approximately 1.5 acres off Indian Neck to the October 17, 2023, lottery winner Zack Doucette.

Board Member Curley Moved; Board Member Wolf Seconded; and it was voted to approve the application from Zack Doucette for shellfish grant license #792-B1 consisting of approximately 1.5 acres off Indian Neck, for which he was selected in a lottery on October 17, 2023, for a term of 2 years, to expire April 30, 2025.

Board Member Sayre Moved; Board Member Curley seconded; and it was voted to close the public hearing.

Roll Call Vote: 4-0-1

H. Chair Carboni opened the public hearing.

Assignment of shellfish grant license #792-B2 consisting of approximately 1.5 acres off Indian Neck to the October 17, 2023, lottery winner Francis Travers. **Board Member Curley Moved; Board Member Wolf Seconded; and it was voted to approve the application from Fank Travers for shellfish grant license #792-B2 consisting of approximately 1.5 acres off Indian Neck, for which he was selected in a lottery on October 17, 2023, for a term of 2 years to expire April 30, 2025.**

Roll Call Vote: 4-0-1

Board Member Sayre moved; Board Member Curley Seconded; and it was voted to close the public hearing.

Roll Call Vote: 4-0-1

Brunt questioned if the Constable advertised these hearings. The board discussed if they wanted to get into this discussion.

II. *FY 2024 Goals*

A. Selectboard Goals, review and prioritize town wide goals.

Chair Caroni asked Waldo to introduce the process for the goals. Waldo began to say that these goals are set by the selectboard and delegated to him with importance. He stated that he has worked on three goals that the board had set for him. Hiring and maintaining staff.

He spoke about the goals that were important to him and where he wanted it to go. He spoke about funding and where the funding and revenues were coming from. He spoke about budgets for department heads and them being able to call the administration or accounting department up and ask how much was left in a certain budget the town is now able to do that.

He spoke about focusing on an IT director position and maybe utilizing a regional approach with the town of Eastham. He spoke about the watershed permit and the presentation that was given last week at the meeting. He stated it is important. He stated the wastewater initiative and taking things to the next level, coming up with plans, coming up with a financial model and the implications that it will have for the town.

He spoke lastly of Maurice's Campground needing a town planner and the ability to work with the planning committee.

Chair Carboni asked the board if they had thoughts. Sayre spoke about debt reduction and the need to reduce the debt. How to pay down the existing debt.

Chair Carboni asked him to summarize it as a goal, Sayre stated the goal needs to be communication to department heads and people he is in charge of implementing the best way to save money. Waldo explained a little more in detail that is the goal regarding debt for the town. The board continued to discuss debt and borrowing. Wolf brought up the marina and needed some maintenance that would be costly.

Curley spoke about goals and needing to set goals that the town administrator can achieve and move towards. He spoke about fees for all the departments and raising them stating that the transfer stating stated they would come back in front of the board with a revised plan. He stated the board and administrator need to

start looking at those goals. Specifically, Marina, Transfer station, Building, the goal would be to bring revised fee structures to the board.

Chair Carboni asked if Curley had any more goals, Curley stated performance reviews direct reports (department heads). For the town administrator to conduct performance reviews of the staff that directly report to the town administrator. Develop a schedule to conduct regular performance reviews.

Ahern yelled at the administrator that he needed to do it. The board called a point of order, Ahern continued to yell until she left the room.

The board continued to discuss performance reviews, and the process.

DeVasto spoke mainly about the hiring process and hiring the essential positions for the town. HE stated there are a lot of balls in the air for the town, he also stated that there are a lot of great town employees, and he wants to maintain the staff.

The board listed the goals and discussed them at great length.

Morse spoke to the board and stated that he read the DLS report and stated they recommended a structure. He spoke about the importance of the finance department. Waldo spoke to the comments made by Morse.

Tansey spoke to the board about the hiring process. He spoke about the retention rating and why the rating is poor. Waldo addressed the issues that were brought up by Tansey.

Brunt asked about the hire for treasurer who was on that team, she also asked about the personnel board.

Curley addressed the issues about the personnel board stating they have tried to no avail. Chair Carboni spoke about the charge of the personnel board, stating they don't have anything to do with the hiring process. Waldo stated that because there is a human resource director, the personnel board doesn't need to exist any longer.

III. *FY2025 Budget Policy*

- A. Policy Statement and Management Goals to be reviewed and discussed.**
- The board moved on to setting the budget policy. Curle presented the board with the policy stating that the board's role is to guide the town administrator on creating the budget for the upcoming fiscal year.
- Curley corrected Maurice's Campground revenue, and stated the section he has in there needs to be struck out.
- DeVasto spoke about budget changes.
- Waldo gave some corrections to the policy.
- The board discussed some changes and corrections.
- The board moved on to management goals, Curley stated that the stabilization fund asked if Rich Bienvenue could serve as a Finance Director for both towns.
- Wolf stated that the board needs to keep this as a goal.
- DeVasto asked about fully funding the stabilization fund. He stated that he doesn't think they should remove the goal but maybe put an asterisk next to it.
- They discussed other goals for the town.
- Sayre brought up the opioid funds, and the use of them.

Board Member Curley Moved; Board Member DeVasto Seconded and it was voted to approve and issue the selectboards FY25 financial policy and goals as amended.

Roll Call Vote: 5-0

IV. *Adjournment*

Board Member Moved; Board Member Seconded; and it was voted to adjourn the meeting.

Roll Call Vote: 5-0

The meeting adjourned at 8:45pm



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: November 21, 2023

IX

ADJOURNMENT

REQUESTED BY:	Selectboard Chair Barbara Carboni
DESIRED ACTION:	To Adjourn the meeting
PROPOSED MOTION:	I move to adjourn
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____