



Wellfleet Selectboard

Note: Start Time of 6pm

The Wellfleet Selectboard will hold a public meeting on **Tuesday, December 7, 2021, at 6:00 p.m.** **This meeting will be held via Zoom Video Conference** in accordance with the temporary suspension and enhancement of the Open Meeting Law requirements by Governor Baker. Instructions for a Zoom video conference meeting which also allows phone dial-in are given below:

1. Join the meeting hosted in Zoom by using the following link:
<https://us02web.zoom.us/j/85689604806?pwd=blplVFFBZzViQ0xNWkZKMm9iMVdrdz09>
 2. Audio, video, chat, and screen sharing functions will be disabled during the public session. Request to participate by using the “raise hand” function. **Meeting ID: 856 8960 4806 | Passcode: 611877**
 - a. Raise hand in smartphone app – touch bottom of your screen and select “more” - hit “raise hand” button
 - b. Raise hand on computer – hit “participants” button on bottom of screen – hit “raise hand” button on bottom of participants panel
 - c. Please make sure you properly identify yourself before speaking, rename yourself by selecting the participants button and choosing “more” (or by holding down on your name on a smartphone app) and selecting “rename” - full, legal names only.
 - d. Please join the meeting on time.
 3. You may also listen to the meeting by calling in on a phone to **+1 929 205 6099** and enter **Meeting ID: 856 8960 4806 | Passcode: 611877** Landline callers can participate by **dialing *9 to raise their hand.**
 4. You may submit questions and comments to the Town using the following email:
executive.assistant@wellfleet-ma.gov Comments made during the meeting via e-mail will be sent to Selectboard members AFTER the meeting.
 5. Meeting materials are attached to this agenda, available online at Wellfleet-ma.gov. It is recommended that phone participants access materials in advance of the meeting.
 6. **Please follow the following general instructions:**
 - a. Keep your phone muted at all times when not talking; no one is allowed to unmute themselves during the meeting.
 - i. Selectboard meetings are NOT interactive. If public comments are allowed that’s all, comments only, not questions.
 - ii. If the Chair is allowing comments during the meeting the number of comments will be limited and may be **no longer than one minute.**
 - b. Do not use speakerphone; do not use Bluetooth devices; mute all background noise.
 - c. Please do not speak until the Chair asks for public comments or questions and you have been recognized by the moderator and unmuted.
 - d. After the business section is complete no public comments are permitted. Future agenda items are from the Selectboard, no one else.
 7. 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.
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- 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. ***Appointments***
 - A. Appointment of Mary McIsaac as Interim Town Treasurer ~ Charlie Sumner
- III. ***Business***
 - A. Wellfleet Elementary School Playground
 - B. Lt. Island Road Change Order
 - C. Capital Improvement Plan
- IV. ***Town Administrator & Assistant Town Administrator's Report***
 - **please see packet for full report**
- V. ***Topics for Future Discussion***
- VI. ***Minutes***
 - A. November 17, 2021; ~ With the Board of Health
 - B. November 23, 2021
 - C. November 30, 2021; ~ Open Session
- VII. ***Adjournment***

To: Selectboard and Finance Committee
From: Charles L. Sumner, Interim Town Administrator
Subject: Fiscal Year 2023 Capital Improvement Plan
Date: October 18, 2021

Please find attached a copy of the Town of Wellfleet's initial five-year Capital Improvement Plan for the period of FY2023 to FY2027. Section 7-5 of the Wellfleet Town Charter directs the Town Administrator, after consultation with members of the Finance Committee, to prepare a five-year Capital Improvement Plan, in a form consistent with standards established by the Finance Committee.

The Town Charter does require that this procedural step occur by October 1, which I have failed to comply with, largely due to some of the challenges that we are facing in the Town Administrator's Office. The Finance Committee has a 60-day period from October 1, 2021, to prepare and submit a report and its recommendations on the Capital Improvement Plan to the Town Administrator and the Selectboard. A copy of their final report will be filed with the Town Clerk, and a summary will be published in one or more newspapers.

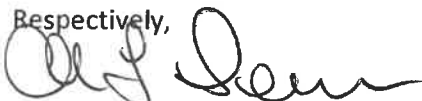
I have attached a spreadsheet that details each capital request broken down by each department over a five-year planning cycle. We have also included the individual capital project improvement request forms that provided more detailed information on each submission. The total funding requests for Fiscal Year 2023 amount to the sum of \$4,281,900; and the total funding requests for the full five-year planning cycle stands at \$10,631,277. The FY2023 plan includes approximately 37 individual project items, however this year is highlighted by four (4) major items, as follows:

A.	Fire Department Ambulance Replacement Project	\$355,000
B.	Fire Department Engine Replacement	\$675,000
C.	DPW Loader Replacement	\$200,000
D.	Elementary School Fire Suppression System	\$2,000,000
	Grand Total	\$3,230,000

Item A will be financed using Ambulance Receipts Revenues; however, the balance of these requests will most likely have to be financed via Proposition 2 ½ Capital or Debt Exclusion Overrides.

We are working aggressively to close out the financial statements for Fiscal Years 2020 and FY2021, which will hopefully result in the certification of some reasonable Free Cash balance, which could possibly be available to finance some of these other capital requests, and therefore reduce the Town's dependency of Proposition 2 ½ Overrides. In addition, we should have some revenue options related to the Beach Fund, Recreation Fund and SEMASS Fund that might be available to finance several of these items. Once we finish the Free Cash and other Fund Balance certification, I will work with our finance team to come up with a more comprehensive funding plan for FY2023.

Respectively,



Charles L. Sumner
Interim Tow Administrator



Wellfleet Shellfish Department



300 Main Street, Wellfleet, Massachusetts 02667

MEMORANDUM

DATE: December 18, 2018
TO: Town of Wellfleet Selectboard
RE: A Look Ahead: "To propagate and preserve!"

Dear Selectboard Members:

As I come to you with requests for additional funds for Wellfleet Shellfish Department for FY20, I wanted to share a quick look ahead with you about our vision for the future.

First, an overview of TODAY: We work 364 days/year patrolling 2,500 acres of tidal flats and estuaries open for wild commercial and recreational harvest, as well as the open waters of the harbor where dragger boats operate. We sold 157 commercial permits = \$36,785, plus 867 recreational permits = \$43,695 in 2018. We oversee 134 individual grant lease holders farming 154 grants on 240 acres of intertidal bottom = \$12,000 in fees. We now have at least nine boats dragging the harbor, up from three last year.

Our two main focus areas are shellfish propagation and monitoring/enforcement. Federal and state monitoring requirements will be increasing, which will mean additional responsibilities for town shellfish departments. Better fishing equals better compliance, so investments in propagation can have a positive effect on our enforcement duties.

In three-five years, I envision a Shellfish Department that propagates one million oysters and one million quahog clams for our commercial and recreational fisheries.

Our goal is to add at least 20 meaningful commercial shellfishing permits to our roster. A meaningful permit would represent an additional \$5,000-10,000 (minimum) in income to a domiciled Wellfleet resident and could translate into paying for day care, covering real estate taxes and/or making a new car payment.

We are aiming for an increase in junior permits, as well, so Wellfleet graduates could help pay for college with their oyster harvests.

We aspire to sell more recreational permits, eventually doubling what we sell now, with a focus on seasonal visitors to create brand ambassadors for Wellfleet shellfish across the country.

To reach these goals, we will have to invest in the following:

- Propagation: Floating upwelling system ~\$25,000 (or \$20,000 w/o labor)
 - Yearly maintenance: \$1,400 (not including labor)
- Staff: We will likely need to add one more full-time staff person to assist in propagation activities as well as with the increase in monitoring requirements.

I look forward to discussing this in further detail – as do Johnny and Chris.

Sincerely,
Nancy Civetta, Shellfish Constable

wellfleet-ma.gov/shellfish-department

Phone (508) 349-0325

Fax (508) 349-0305

SHELLFISH DEPARTMENT FIVE-YEAR CIP PROJECTIONS

Project	Partner	FY2023	FY2024	FY2025
Office Repair (Priority 1)	Beach	\$ 42,000.00		
Replacement Truck (Priority 2)		\$ 30,000.00		\$ 40,000.00
Old Office Repair (Priority 1)			\$ 42,000.00	
Floating Upweller Nursery*			\$ 34,057.00	
Ice Machine at Pier	Harbormaster		being researched	
Camera System at Pier	Harbormaster		research needed	
Off-Loading Boom at Pier	Harbormaster			research needed

* *yearly maintenance costs= \$2,500*

Department Shellfish/Beach

Requested By: Civetta/Grout-Thomas

Project Description & Objectives

Repairs and maintenance to Shellfish/Beach office building at the Pier to make it safer for employees.

Project Need & Background

Repairs are needed to the leaking roof and siding, the drop ceiling tiles need to be replaced due to water damage and mold, and some other mold mitigation will need to be done in order to maintain the building in better working order and so it doesn't present health hazards to employees.

Priority # of Projects Submitted Priority # for Fiscal Year

1

3

1

2023

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$42,000

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2027: _____

TOTAL: \$42,000

Other Comments:

We worked with the DPW to come up with estimates for this work. They came down and inspected the building, evaluated what it would take to fix the current issues and provided us with figures.

Department

Requested By

Project Description & Objectives

Project Need & Background

Priority #	of Projects Submitted	Priority #	for Fiscal Year
<input type="text" value="2"/>	<input type="text" value="3"/>	<input type="text" value="2"/>	<input type="text" value="2,023"/>

Degree of Urgency (check all that apply)

- Legislation: required by state or federal legislation or regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replaces equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: makes possible a new service or increases convenience of an existing service.

Priority of Function (check all that apply)

- Protection of persons and property: police, fire, rescue, inspections, etc
- Environmental health: water, sewer, sanitation, public health, etc
- Heritage and cultural: education, libraries, etc
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking, etc
- Recreation: parks, athletic programs, etc
- General government: office facilities, central services, etc.

Projected Costs by Year

FY 2021	<input type="text"/>	
FY 2022	<input type="text"/>	
FY 2023	<input type="text" value="30,000"/>	
FY 2024	<input type="text"/>	
FY 2025	<input type="text"/>	TOTAL <input type="text" value="30,000"/>
FY 2026	<input type="text"/>	

Other Comments

Department Shellfish

Requested By: Nancy Civetta

Project Description & Objectives

Make repairs to this building such that it can be used as a summer workshop and for storage. This includes replacing the roof and siding and mitigating the black mold inside.

Project Need & Background

The old Shellfish Office has not been used in years, and the Shellfish Dept. has no summer workspace, which is our busiest season for nursery operations. Because we share our offices with the Beach Dept., we effectively have no place to get our work done except outside, which is usually fine, but it would be better if we had shelter, for us and the juvenile oysters we work with as part of our propagation activities. We also need a place to store our tools and equipment as opposed to in the back of our trucks and at the pit.

Priority # of Projects Submitted Priority # for Fiscal Year

1

2

1

2024

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
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Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
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- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2022: _____

FY 2023: \$42,000

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2027: _____

TOTAL: \$42,000

Other Comments

This came before Town Meeting in 2019 and was voted down, however, the Shellfish Department has no indoor work space or storage space, and we feel it would be a good use

Department: Shellfish _____

Requested By: Nancy Civetta _____

Project Description & Objectives

A floating upweller system (FLUPSY) to grow baby clams and oysters from pin-head size to field plant size. A FLUPSY will allow WSD buy greater quantities of seed to propagate our wild fisheries, benefiting our commercial and recreational permit holders and contributing to the health of our marine waters.

Project Need & Background

In order to save money by purchasing smaller, cheaper shellfish seed in the future, the department will eventually need to invest in nursery infrastructure. A FLUPSY provides a platform in the water with a pump that creates waterflow with nutrients through silos to feed baby shellfish. This system helps the shellfish grow faster and protects them from predators and disease. The department used to have a FLUPSY and our two staff members ran it, however due to the degrading condition of the pier area with black mayonnaise, it was pulled out and sold. Now, with harbor dredging a reality, it is time for us to plan ahead for implementing this important instrument in propagation activities as soon as dredging is completed. It will also provide a venue for the department to conduct educational programming about oysters and clams, Wellfleet's shellfishing way of life and the role of shellfish in keeping of our waters healthy.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
2	2	2	2024

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
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Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
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- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2024: \$34,057 (capital cost) + \$2,500 (operational expenses) = \$36,557

FY 2025: \$2,500 _____

FY 2028: \$2,500 _____

FY 2026: \$2,500 _____

FY 2029: \$2,500 _____

FY 2027: \$2,500 _____

TOTAL: \$49,057



**A preliminary analysis of options for the installation
of an upweller shellfish nursery system for
the Town of Wellfleet.**

**Prepared by:
TAG Engineering LLC
PO Box 558
Woods Hole, MA 02543**

8 May 2019

- In the event of a land-based upweller, the tank is on the upstream side of the bins and must be of a sufficient volume to allow for the placement of the number of bins required to hold the target amount of seed.
- In the event of a floating raft upweller, the tank is on the downstream side of the bins and must be of a sufficient size to allow for the water being discharged from the bins to flow unimpeded to the pump.
- Pump: to generate the head differential that causes seawater to flow through the system.
 - In a land-based system, a centrifugal pump is commonly used with the suction side in a standing water body and the discharge side dumping into the tank.
 - In a raft-based system, the axial pump is located within the discharge trough and is continually emptying the trough through a port in the tank wall or base.

In discussion with the Town of Wellfleet Shellfish Department, TAG Engineering LLC was tasked with considering potential sites for the installation of an upweller system that could be used for the nursery culture of oyster (*Crassostrea virginica*) and quahog (*Mercenaria mercenaria*) seed from approximately 2 mm through to a size where they can be moved to a field operation. The potential location for the placement of the upweller system was in the vicinity of the Wellfleet Town Pier (Figure 2) and included the following specific sites:

- 3 Kendrick Avenue,
- Former Shellfish Shack,
- Parking area at the foot of the L-Pier.
- A floating upweller somewhere in the dock system of the Town Marina,



Figure 2. The four locations under consideration for installation of an upweller system in Wellfleet with bathymetry contours adjusted to the MLLW datum (defined in the body of this report) (M. Borrelli, unpublished data).

systems are included in Appendix A at the end of this document. While it is not complicated to construct either a land-based upweller or FLUPSY, with plans routinely available, we will use the turn-key systems to evaluate the cost benefit of the various installations proposed.

Although the FLUPSY contains all engineering required, the land-based systems require additional construction in terms of the installation of pump(s) along with intake and discharge piping. Given the limitations of centrifugal pumps to lift water on the suction side, it is often specified that pumps for upwellers are submersible types to eliminate the issue of priming (self-priming pumps would not be available for the proposed configurations) and the lift constraints (generally the maximum lift for a centrifugal pump is ~15 feet elevation). As an example of an appropriate pump for use with a land-based upweller, we have had very good results with the Tsurumi line of submersible pumps and the model 80TM23.7 would provide the flow needed for the proposed design. Specifications for the Tsurumi 80TN23.7 pump is included in Appendix B.



Figure 4. A typical FLUPSY configuration (Hooper's Island Oyster Company).

Included in the cost analysis will be all engineering components costs along with the shellfish seed costs. It is assumed that the labor costs to maintain the various systems will be approximately the same given that the number of seed is constant among all of the options; therefore, labor cost was not included in the analysis.

With these data in mind, TAG Engineering reviewed the four site options for installing a seed upweller for the Town of Wellfleet Shellfish Department and considered, as a fifth option, the purchase of “large seed” that meet the requirements of the final product specified in this study and are available from commercial vendors.

Option 1: 3 Kendrick Avenue (Figure 5):

A quick survey of the building located on site suggests that it is structurally sound and there will be enough floor space to accommodate the tanks required to house the entire upweller system plus the mechanical components (pumps and piping). In estimating the floor space needed to house enough tanks in this building, assuming that the facility utilized 22” round bins (Barren Island system; based on Table 2) that would require 12 bins for the oysters and 15 bins for the clams. If a single tank (approximately 6 ft W x 11 ft L) houses 10 bins, it results in a total of 3 tanks



Figure 5. Building at 3 Kendrick Avenue.

of ability to draw water on the suction side. Centrifugal pumps are physically limited to lifting water no more than 15 feet during priming and we suspect that the elevation of the building will exceed the ability of the pump to prime without additional engineering to assist with the task (i.e. a vacuum priming system). With this land-based system, the priming limitation is compounded by the frictional losses of moving water through the 1,070 feet of piping to the building. These factors combined will add an extra cost to the installation.

As an alternative to shore-based centrifugal pumps, submersible pumps solve the problem of priming and would be much more effective at pushing water the 1,070 feet to the building in the volume required. However, utilizing submersible pumps involves installing the pumps at depth in a configuration that would allow for easy removal for seasonal maintenance and the additional expense of installing an electrical feed to the off-shore site.

A final consideration for the subsurface installation of pumps and intake lines across the dune field and into the navigational channel is the permitting required to complete this installation. While TAG Engineering cannot provide a detailed analysis of the permitting hurdles that would have to be surmounted to allow this installation to proceed, it is safe to say that they would be significant. From federal oversight of navigable waters to local management for wetland protection and including withdrawal and discharge of seawater, a number of permits would need to be applied for and received before the construction can occur.

Option 2: the Shellfish Shack (Figure 7):

The shellfish shack is in an advanced state of disrepair and the structural integrity of the building will need to be assessed before we can confidently recommend that this facility be utilized as an upweller site. Given the projected footprint of the tanks required for a land-based upweller, there appears to be adequate space to install a system in the existing building. Also, because both 3 Kendrick Avenue and the Shellfish Shack are built on concrete slabs, they both can accommodate the weight of the upweller systems, which can be considerable given the volume of water held in the tanks.

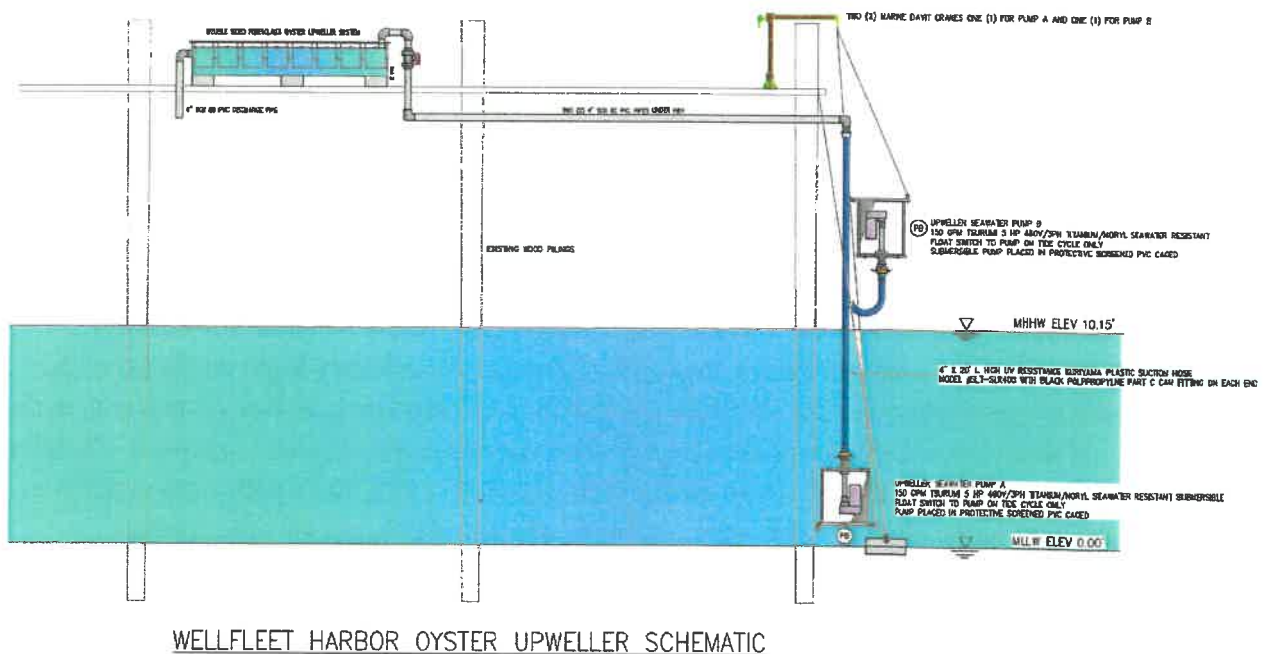


Figure 7. Former Shellfish Department Office.

Many of the limitations identified for 3 Kendrick Avenue are also true for the Shellfish Shack. The piping distance from the building to the shoreline is 170 feet and an additional ~780 feet to the 11 foot submersion depth contour (Figure 6, green line). The permitting and pumping requirements for this structure will be almost identical to those described above.

A further alternative to this proposed design could be to engineer the pump system to allow for intermittent pumping of the seawater. If the pump is automatically switched off when the depth of the water at the dock receded below a set minimum level and the upweller tanks were configured to drain completely should the water flow stop, TAG suggests that this configuration could be installed at the L-pier location. We base this assumption on the system not being shut off for more than an hour or two on those tidal cycles of excessively low water (potentially 4 to 8 tides per moon cycle) and, if this is the case, it should not impact the overall growth and production of the shellfish seed.

If this design were selected, the piping run would be from the parking area at the foot of the dock to some location on the outboard side of the second section of the L-pier (Figure 6, magenta line). This would be a pipe run of ~140 ft through the first section of the dock and an additional ~130 ft to get to the deepest depth available within the vicinity of the outer dock. An additional benefit for this design is that the pipe support infrastructure is already in place as much of the pipe would be hung off the existing pier pilings. In contrast, both of the buildings would require extensive excavation through the dune field and across the beach to lay the pipe for the seawater supply and discharge to/from the buildings. The permitting of the dock-based upweller would be significantly less demanding than for the other land-based systems proposed. Also, the ability to use the existing infrastructure to support the installation of the electrical power (460V, three-phase) required for the pumps would reduce the installation cost. A very preliminary schematic of the L-pier concept is provided in Figure 9.



TAG ENGINEERING LLC
WOODS HOLE, MA
MARCH 6 2019

Figure 9. A draft schematic of the design of an upweller located at the foot of the L-Pier located at the Town Dock in Wellfleet, MA. The exact details of the pumps and placement of tanks and piping will be determined following further discussion with all interested parties and additional details on bathymetry of the dock area.

of Wellfleet minimizes the effort and risk of rearing the shellfish seed from a smaller size; however, the cost of the risk assumed by the commercial nursery operator is reflected in the higher cost for purchasing the seed (Table 3).

SIZE (mm)		PRICE (Per 1,000 SEED) - Includes Cash/Check Discount		
Sieve Size (mm)	Size Range of Seed Actual Size in Millimeters (mm)	Quahog <i>M. Mercenaria</i>	Oyster * <i>C. Virginica</i>	Surfclam <i>S. Solidissima</i>
R-1.5	2.0 – 3.2	\$13.00	\$11.25	\$12.00
R-2	3.2 – 4.2	\$15.50	\$13.00	\$15.00
R-3	4.2 – 5.3	\$18.00	\$18.00	\$17.00
R-4	5.3 – 8.0	\$22.50	\$23.50	\$22.00
R-6	8.0 – 11.0	\$28.00	\$31.00	\$26.00
R-8	11.0 – 16.4	\$35.00	\$39.00	—
R-12	15.0 – 20.0	\$52.00	\$52.00	—
R-3/4	20.0 – 25.0	\$65.00	\$65.00	—

Table 3. An example of a 2019 price list for a variety of oyster seed sizes, including large seed (Aquacultural Research Corporation, Dennis, MA).

Cost Analysis:

To provide a full assessment of the options available to the Town of Wellfleet for supplying oyster and quahog seed for resource enhancement in town waters, a preliminary estimate of capital construction costs and operational costs for 10 years of seed production is provided in Table 4. The 10-year interval was selected as that is a conservative estimate of the life-expectancy of the upweller systems in terms of major components (i.e. pumps and/or rafts). For the purpose of this analysis, a 25% mortality rate is built into the initial four options.

Options 1 and 2, installation within one of the two available buildings, were nearly identical in their engineering requirements for the upweller system and resulted in the largest capital costs for construction (\$103,635 for 3 Kendrick Avenue with the Shellfish Shack costing slightly less at \$100,035). The high capital costs are driven primarily by the long run of piping (2x 1,000+ ft for intake and 250 ft for discharge) that would be required to gain a reasonable source of pumped seawater. These cost estimates do not include the actual costs for renovating either building structure to allow for the installation to happen.

Option 3, the capital cost of installation at the foot of the L-pier was considerably less than the other land-based options (\$51,010) due to the shorter runs of intake and discharge piping and the presence of the pier infrastructure to allow for support of the piping system.

Option 4 (FLUPSY) resulted in the lowest capital construction cost (\$31,850) as the primary investment was the purchase of three turn-key systems that are ready to be sited and the marina slips commonly used are already available for FLUPSY operations.

Conclusions:

In order to further enhance the shellfish resources in Wellfleet waters, the Shellfish Department initiated an analysis of the application of upweller nursery technology to rear small shellfish post-set (2 mm oysters and clams) to a size that allows for direct release into the waters of the town. While upweller nursery systems are a standard tool in rearing shellfish seed, the application of the technology requires careful analysis as the potential application of the technology is a site-specific decision. Based on a preliminary assessment of the installation of a shellfish upweller at four locations in the vicinity of the town pier and compared to the option of purchasing the seed in a size ready for field release, the following summary review is presented.

- Options 1 and 2: both buildings are in advanced stages of disrepair and will require considerable expense to upgrade them to a point to allow installation of an upweller nursery. Installing 1,000 feet or more of piping to supply and 250 ft to discharge seawater from the facility will be expensive and difficult to permit through the coastal dune field and beach. The land-based centrifugal pump system will require extra engineering to ensure correct operation as a vacuum prime system may be required. The installation capital costs, over and above the building renovation, are almost twice as costly as Option 3 and three times as much as Option 4. Overall, a preliminary assessment suggests that neither of these facilities would be a viable option for the installation of the nursery system, driven primarily by the lack of ready access to seawater.
- Option 3: installing the nursery system at the foot of the L-pier is the most logical location for a land-based system. To do so would take away the parking at the base of the pier as the tanks will require a relatively large foot print. Submersible pumps for this system will be more easily installed and operated with adequate support structure associated with the dock infrastructure as will the discharge piping. The primary drawback may be the lack of depth of water adjacent to the dock to allow for the installation of submersible pumps (further investigation is required), although an intermittent pumping schedule (governed by the tidal cycle) may be able to counter this deficiency.
- Option 4: FLUPSYs offer the most cost-effective means to rear the shellfish seed proposed. However, their extra water depth requirement may prohibit their installation anywhere in the vicinity of the Town Dock system. The bathymetry in the vicinity of the marina suggests that there is not enough water depth in that area to support the FLUPSY concept. If an alternative site with adequate water depth could be identified, the FLUPSY design would be the most cost-effective technology to adopt.
- Option 5: the purchase of field ready large seed is the simplest and easiest means to enhance local shellfish stocks; however, the cost is approximately triple the cost of installing and operating three FLUPSYs for 10 years and doubles the L-pier option; however, the labor (not considered in this analysis) is significantly reduced with this option.

Overall, one option that was not discussed in this report is the continued addition of cultch into the waters of Wellfleet to allow the natural productivity of local waters to provide oyster seed for enhancement purposes. While this option will not help the stocks of quahogs in town waters, the natural oyster productivity of the Harbor and surrounds might lead one to conclude that it is not cost effective to rear and release oyster seed from a nursery. The Town of Wellfleet Shellfish

Addendum to the initial report:

Upon completion of the initial analysis, a sixth option was suggested originating from a small study reported by Joshua Reitsma (Cape Cod Cooperative Extension/Woods Hole Sea Grant) in the newsletter “SEMAC Tidings” published by the Southeast Massachusetts Aquaculture Center (Volume 9, Issue 1, Fall 2017 – Appendix C). As an alternative to the use of an upweller in nursery culture, the researchers investigated the use of an adaptation to the conventional oyster bag by inserting a very small mesh liner (0.75 mm spat bag) to the 9 mm mesh oyster bag. The smaller mesh nursery bag system allowed the culturist to place small (2 mm) oyster seed in bags that could be installed in conventional oyster growout structures and held there until the seed grew to a size that allowed the oysters to be transitioned to the conventional oyster bag.

A cost analysis of this technology as an alternative to growing oysters in an upweller or to purchasing large seed was completed as an addendum to this report and is included in Table 5.

Estimate of costs for each upweller option			Land-based upwellers			Large Seed	Nursery Bags	
			3 Kendrick Ave or Shellfish Shack	L-Pier	FLUPSY		Rack & Bag	Cage
Item	# units	Estimated Unit Cost	Total cost	Total cost	Total cost	Total cost	Total cost	Total cost
Equipment								
Upwellers								
Upweller tanks with bins	3	\$7,345	\$22,035	\$22,035				
5 hp centrifugal or submersible pump	3	\$5,000	\$15,000	\$15,000				
Extra Power Cord (600 ft)	600	\$10/ft	\$6,000					
FRP Intake Strainer	2	\$2,500	\$5,000					
Pump Electrical Disconnects	2	\$500	\$1,000	\$1,000				
6" HDPE Pipe w/ installation	1070'	\$15/ft	\$28,500					
6" HDPE Pipe w/ installation (on pier)	270'	\$12.50/ft		\$3,375				
6" Precast pipe ballast	60	\$200	\$12,000					
4" Flex Hose	2 x 25'	\$30		\$1,500				
S/S Davit for dock	1	\$2,500		\$2,500				
8" HDPE discharge pipe	250'	\$30	\$7,500					
8" HDPE discharge pipe (on pier)	130'	\$20		\$2,600				
FLUPSY								
FLUPSY Raft	3	\$9,950			\$29,850			
Nursery Bags								
Rack & Bag	100	\$65				\$6,500		
10-bag Cage	50	\$150					\$7,500	
0.75 mm Spat Bag	500	\$165/50				\$1,650	\$1,650	
9 mm Oyster Bag	500	\$6				\$3,000	\$3,000	
Installation								
Pump Electrical Panel	1	\$2,000	\$2,000	\$2,000	\$2,000			
1-Phase to 3-Phase converter	1	\$1,000	\$1,000	\$1,000				
Subtotal: Capital costs			\$100,035	\$51,010	\$31,850	\$0	\$11,150	\$12,150
Operational (150 days per year x 10 years)								
Electrical power (submersible pumps)	137.6 kwh/d	\$0.20/kwh	\$41,280	\$41,280				
Electrical power (FLUPSY)	51.9 kwh/d	\$0.20/kwh			\$15,570			
Replacement pump (FLUPSY Ice Eater)	10	\$650			\$6,500			
Seed cost (x 10 years)								
2mm oyster seed	1000 x 10	\$11.25	\$112,500	\$112,500	\$112,500		\$112,500	\$112,500
2mm quahog seed	1000 x 10	\$13	\$130,000	\$130,000	\$130,000			
25mm oyster seed	750 x 10	\$65/1,000				\$487,500		
15mm quahog seed	750 x 10	\$52/1,000				\$390,000		
Subtotal: Operational costs			\$283,780	\$283,780	\$264,570	\$877,500	\$112,500	\$112,500
Total cost: capital construction and 10 years operation			\$383,815	\$334,790	\$296,420	\$877,500	\$123,650	\$124,650

Table 5. Cost analysis as developed for Table 4, with the addition of the 6th option of utilizing nursery bags.

Appendix A: Information on turn-key upweller systems available from Hooper's Island Oyster Company (Cambridge, MD).

OYSTER
AQUACULTURE
NURSERY
EQUIPMENT

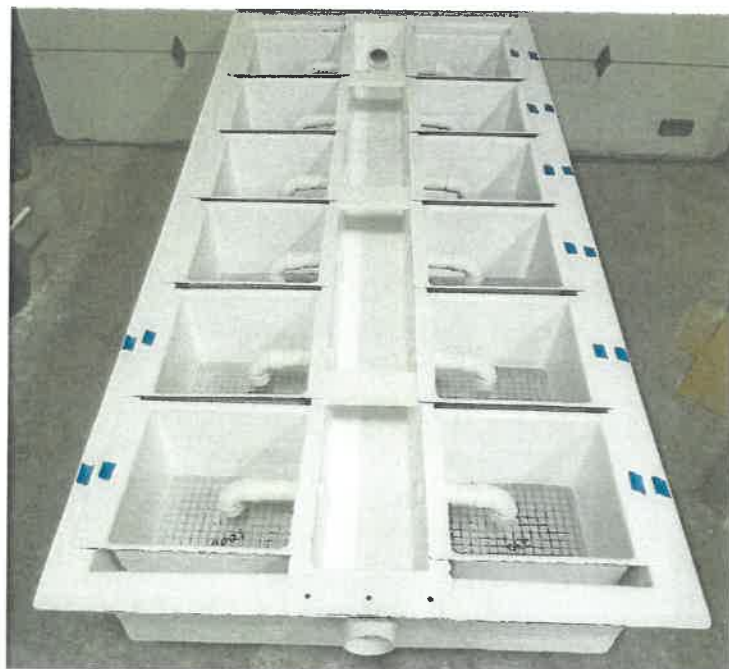
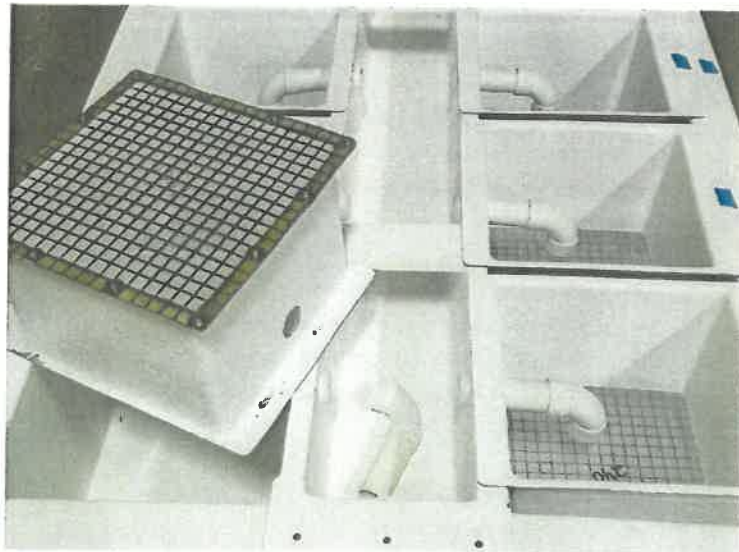
Upweller/Downweller

High efficiency, low maintenance

Stocking Density

- 17x17-inch Silo – .5 liter/silo
 - 1mm seed = 600,000 per silo
 - 2mm seed = 270,000 per silo

One millimeter (1mm) of growth is expected per week, however, growth rates vary depending on many factors including environmental conditions.



Oyster
farming
the
watermen's
way

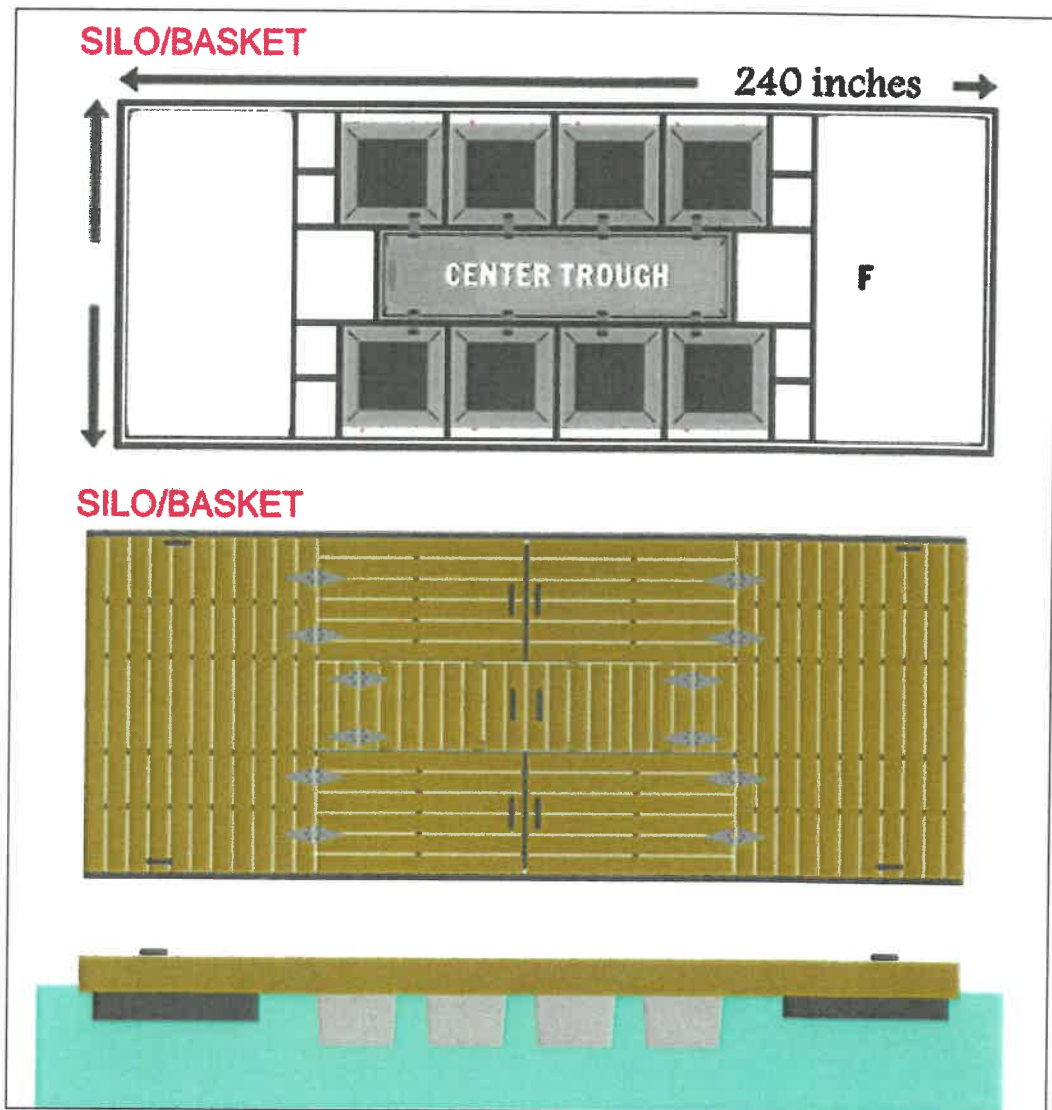
Floating Upweller

Maximum efficiency, minimum maintenance.

Stocking Density

- 6 liter/silo
 - 4mm = 60,000 per silo
 - 6mm = 30,000 per silo
 - 8mm = 18,000 per silo
 - 12mm = 3,600 per silo

One millimeter (1mm) of growth is expected per week, however, growth rates vary depending on many factors including environmental conditions.



Main Office • 837 Chesapeake Drive • Cambridge, MD 21613
(410) 397-3664 • www.HoopersIsland.com

VANCS Series



The **VANCS SERIES** submersible pump is designed for handling raw sewage, wastewater, industrial and commercial sump pump applications. The **VANCS SERIES** has a proven track record for offering long life in both continuous and intermittent sump applications. With the pump made of complete molded resin material and all other parts coming in contact with the pump liquid in either 304 SS or Titanium.

- Residential, commercial, industrial, effluent, wastewater and site drainage.
- Chemical spill containment
- Raw water supply from rivers or lakes.
- **For TM Series: Titanium components increases corrosion resistance in a wide variety of applications. Ideal use for salt wastewater, site drainage and bilge pumps**
- **Automatic Operation and Auto Alternating Operation are available**

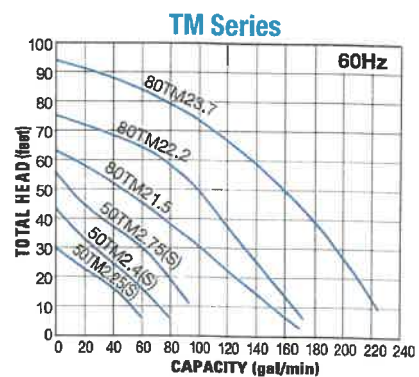
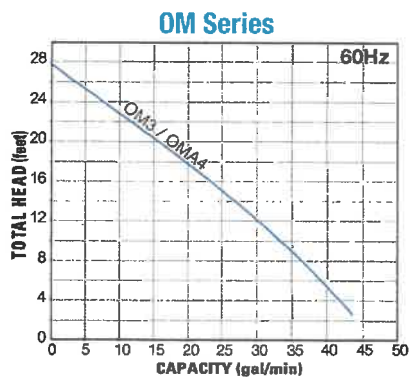
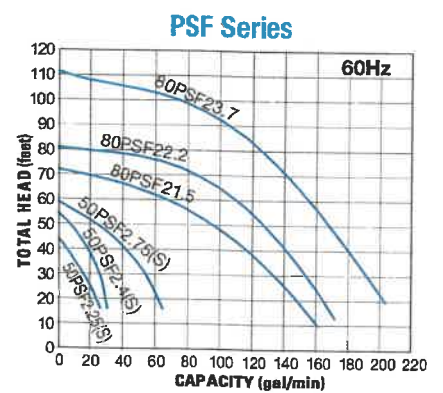
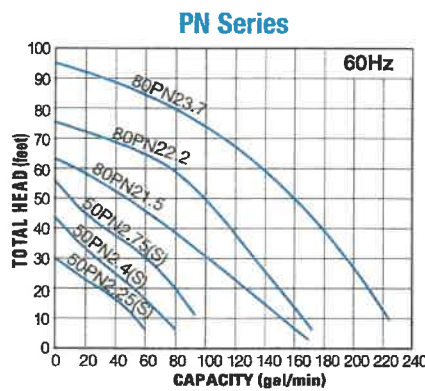
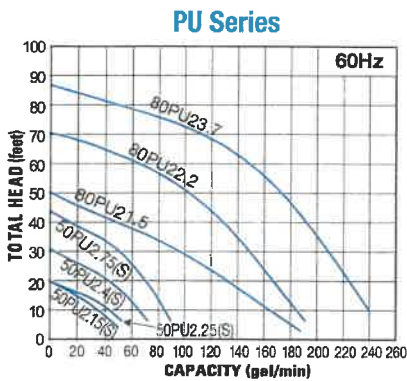


✓ AUTO DUPLEXING - MADE SIMPLE

VANCS Series pumps are available with automatic duplexing capabilities eliminating the need for a duplexing control panel*. The auto-alternating model has three floats and can be identified by the suffix "W". Refer to standard specifications for availability and model numbers. It is available in the same output range of the automatic pumps.

*Note: Must be installed in accordance with all National or Local Electrical or Building Codes.

■ Performance Curves

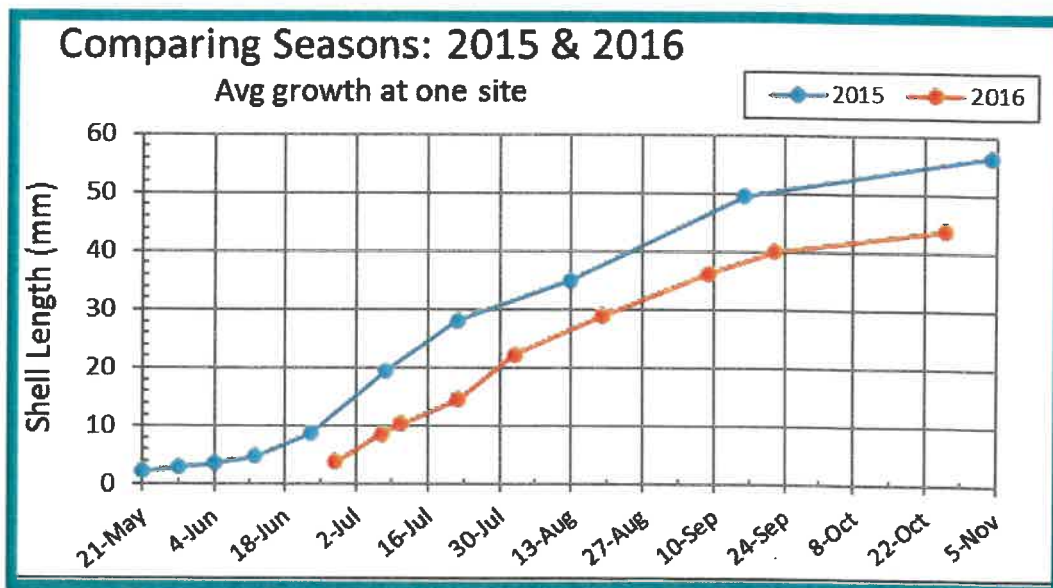
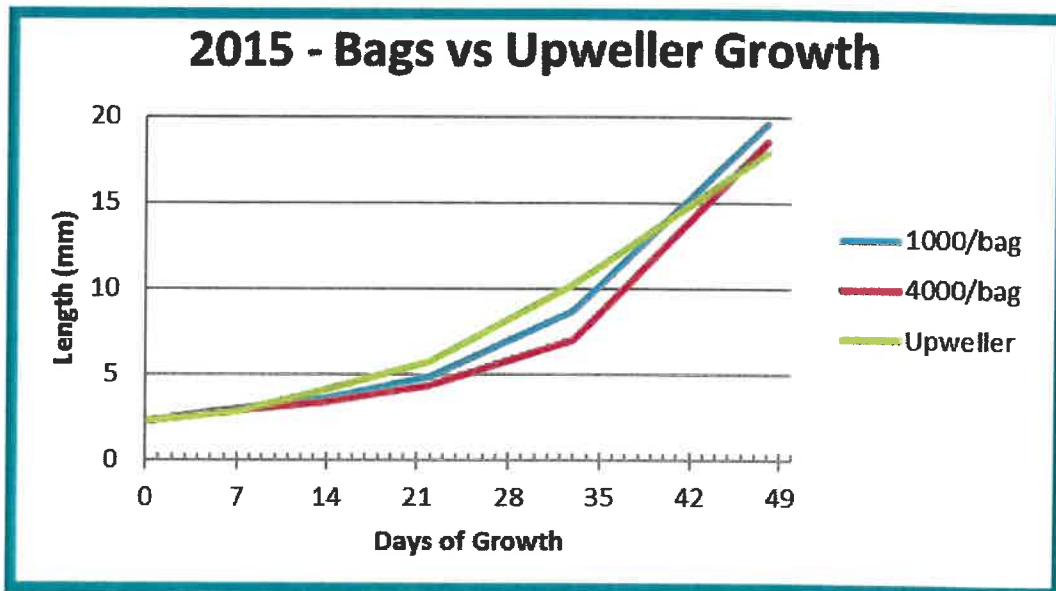


Appendix C: Tech Talk section of the SEMAC newsletter (SEMAC Tidings, Volume 9, Issue 1, Fall 2017) discussing the use of nursery bags.

TECH TALK

Oyster growth in both years had oysters exceeding ½" (12mm) within 3-7 weeks depending on site, year, and starting size. Upweller comparisons showed a slight growth advantage early before reaching about 10mm in length, thereafter oysters grew just as well or faster in bags compared to upwellers. The yield of surviving oyster seed is one area where the upweller seemed to provide consistently better results. While some nursery bag trials provided yield at or close to 100% of stocking number, particularly with the window screen, results in the nursery bags were more inconsistent than with the upwellers. Regardless, the yield and growth performance was good enough to consider this an alternative to buying larger seed at 2-5 times the price or invest in the more expensive infrastructure.

Starting with 3-4mm oyster seed seems a viable alternative to upwellers in smaller or beginning farm operations if seed are handled carefully. It should be noted, scale of production is an important consideration as an upweller will become more efficient as the quantity of nursery bags needed grows with farm size. Window screen bags worked just as well if not better than spat bags in field deployment of small seed and can be custom designed fairly easily to allow easier handling. The results indicated not to exceed 2000 oyster seed per spat bag (1.11 oysters per cm²), except for maybe the very early phase of growth, but if the 2000 seed can be further subdivided as was done with the window screen pouches (1.67 oysters per cm²) both growth and yield per unit of surface area improved. Getting seed at a time of year when temperature and food in the water spurs rapid growth will also limit time needed in the small mesh which can foul over quickly, growth was much more rapid in June for us.



Department: Shellfish

Requested By: Nancy Civetta

Project Description & Objectives

New truck for patrol and propagation activities.

Project Need & Background

I worked with the late DPW Director Mark Vincent on a truck replacement plan every five years given the heavy usage on intertidal terrain and exposure to salt water. The 2021 truck will come up for replacement in FY2025.

Priority #

of Projects Submitted

Priority #

for Fiscal Year

1

UK

1

2025

Degree of Urgency (Check all that apply)

Priority of Function (Check all the apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2025: \$40,000

FY 2026: _____

FY 2027: _____

TOTAL: \$40,000

Other Comments:

I calculated a 30% price increase from the fall of 2022 truck CIP given three years of time going by and a potential 10% change in fleet incentives. I will recalculate in September of 2024.

Charles Sumner

From: Becky Rosenberg
Sent: Friday, October 1, 2021 3:15 PM
To: Charles Sumner
Cc: Suzanne Thomas
Subject: Updated Price Quotes for 2023 CIP Requests
Attachments: Capital Improvement Plan Request Recreation Department Basketball Court Repair.docx; wellfleet bball court estimate.docx; Est_20705_from_MA_Holding_Company_Inc._DBA_Dorchester_Awning_Company_1760 (2).pdf

Hi Charlie,

Attached is the updated price quote for resealing and repair of the Mayo Beach Basketball Courts. I am awaiting an updated quote for the frame and awning at the end of the Town Pier and will submit an updated form as soon as I receive that quote.

Thanks,

Becky

Department Recreation

Requested By: Rebecca Rosenberg

Project Description & Objectives

Repair and resurface the basketball courts at Mayo Beach

Project Need & Background

The Basketball Courts were resurfaced in 2009 and every 10-12 the courts need to be sealed and painted.

Priority #

of Projects Submitted

Priority #

for Fiscal Year

1

2

1

2023

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
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Priority of Function (Check all the apply)

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- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2022: _____

FY 2023: \$14,500 _____

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2027: _____

TOTAL: _____

Other Comments:

Every year this maintenance of the popular courts is delayed the cracks get worse and the cost of repairing them increase.



September 29, 2021

Becky Rosenberg
Bakersfield Park
Kendrick ave.
Wellfleet, MA 02667
Phone: (508) 349-0314
Email: becky.rosenberg@wellfleet-ma.gov

Base Project: Repair and Resurface Basketball Court

Scope of work and product specifications attached

1. Repair asphalt cracks with Riteway repair system (27 LF including extensions)
2. Fill gouges on court (app.20)
3. Fill cracks around basketball pole footings
4. Fill hairline cracks with silicone
5. Repair one rock heave
6. Resurface court with 3 coat Laykold System
Colors chosen by owner: Blue Main field, and Red keys.

Price: \$14,500.00

Scope of work and product specifications

We propose hairline crack repair when the cracks are 1/8" wide or less. The product we use is paintable silicone or equal filler. The only warranty we can offer with this type of sealing is one covering the same playing season as the installation. Often these hairline crack will develop into larger structural cracks and at that time we can propose the RiteWay crack repair system with the 2-year warranty.

RiteWay Crack Repair System

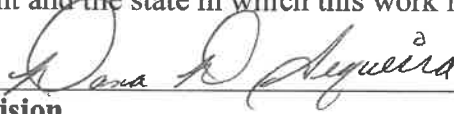
Note: the membrane system we recommend must be applied when sunny and temperatures are at least 60 degrees. It cannot be done early in the spring or late in the fall.

RiteWay Crack Repair System utilizes a three-membrane system and includes 2-year warranty, something very unusual in the crack repair business. **By "extending" the membrane three feet**

Balance to be paid upon completion.

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. The contractor agrees to carry Workmen's Compensation and Public Liability Insurance required by the United States Government and the state in which this work is to be performed.

Authorized Signature: _____



Date: 10/4/2021

Dana Sequeira, Tennis Division

Acceptance of Proposal

If the foregoing meets with your acceptance, kindly sign and return the attached copy of our proposal. Upon its receipt it is understood the foregoing, including the terms and conditions set forth above, will constitute the full and complete agreement between us.

Authorized Signature: _____ Date: ____/____/____

This contract expires thirty days from the date hereof, but may be accepted at any later date at the sole option of Cape and Island Tennis & Track.

Note: Your account will be subject to a service charge of 1.5% per month (18% per annum) on all invoices not paid within our normal payment term.

Please indicate billing contact information if different than the information above:

Name:

Address:

All scheduling questions should be directed to Brando Sequeira at 508 759 5636 or bsequeira@tennisandtack.com



The Dorchester Awning Company

9 Gallen Road
Kingston, MA 02364

The DORCHESTER
Awning Company

(781)826-9001
(781)826-1628 - fax
Email: Awnings@DorchesterAwning.com

*Awnings of Distinction
Since 1901*

Town of Wellfleet
Davis Walters/Becky Rosenberg
Kendrick Ave, Wellfleet, MA 02667

PROPOSAL

Date	Proposal No.
5/10/2018	20705

Customer Contact:	Ship To	
(508) 349-0314 774-072-25222 ?Davis becky.rosenberg@wellfle... Fax	Wellfleet Pier	
	Sales Rep.	ML&JW

Item	Description	Total
	Initial estimate 11-2017 Updated 5-2018 Anticipation of this being a 2018-2019 project	
401-02	Removal and Disposal of old awning framework	1,800.00
401-00	Manufacture and Installation of a new awning canopy frame and fabric for stage-deck area. Frame will measure roughly 24'-3" wide x 16'-3" deep. Fabrication of a new heavy duty frame using five (5) vertical stanchions made from 4"x4" heavy gauge steel tube with welded on base plates. Two in the front corners and three along the back. Concrete footings will be poured at the location of the posts and the posts will be attached to the footings using expansion anchors. In addition the posts will be attached to the deck for added lateral support. The superstructure will be fabricated from a combination of 2"x2", 2" x 1" and 1"x1" hot-dipped galvanized steel tube formed into various truss structures. The front will be in the range of 17' high and will slope towards the back. Fabric choice and color: TBD Might need to add Prevailing wage.	23,375.00T

Dorchester Awning Signature: _____ Date: _____

Customer Signature: _____ Date: _____

Subtotal	\$25,175.00
Sales Tax (0.0%)	\$0.00
Total	\$25,175.00

IF YOU WISH TO PROCEED WITH THIS ORDER, PLEASE SIGN THE QUOTE AND RETURN IT TO US WITH A 50% DEPOSIT AND THE BALANCE IS DUE AT INSTALLATION.

Alterations or deviation from above specifications involving extra costs will become an extra charge over and above the estimate. There is no express or implied warranty or guarantee that the products or labor purchased will be weatherproof or result in weatherproof systems (awnings, tents, screens, etc. are by their nature not weatherproof). Agreements are contingent upon strikes, accidents, weather and/or delays beyond our control. Owners are to carry fire, tornado and other necessary insurance. Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and accepted, and authorization to do the work is provided. Unless authorized in writing, payment will be made as outlined

Department

Requested By

Project Description & Objectives

Project Need & Background

The Demand has been shown for us to analyze the purchase of a commercial ice machine for the shellfishing community. We will undertake this process with the Shellfish Department. We do not currently have cost estimates, but we would like the ability to discuss this as a viable option due to the benefit it could provide to a large number of entities.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="2,025"/>

Degree of Urgency (check all that apply)

- Legislation: required by state or federal legislation or regulation
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Priority of Function (check all that apply)

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- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education, libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking, etc
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projected Costs by Year

FY 2023

FY 2024

FY 2025

FY 2026

FY 2027

FY 2028

TOTAL

Other Comments

Department

Requested By

Project Description & Objectives

Project Need & Background

Our 2003 Heavy duty work truck with a lifting boom is unsafe, and should no longer go over the road. This is a cab and chassis pickup with a utility bed that has a winch and boom to lift heavy objects around the pier. Most of the metal is rotted and the frame is in disrepair.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
<input type="text" value="2"/>	<input type="text" value="3"/>	<input type="text" value="1"/>	<input type="text" value="2,023"/>

Degree of Urgency (check all that apply)

- Legislation: required by state or federal legislation or regulation
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- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking, etc
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projected Costs by Year

FY 2023	<input type="text" value="80,000"/>	
FY 2024	<input type="text"/>	
FY 2025	<input type="text"/>	
FY 2026	<input type="text"/>	
FY 2027	<input type="text"/>	TOTAL
FY 2028	<input type="text"/>	<input type="text" value="80,000"/>

Other Comments

Department

Requested By

Project Description & Objectives

Project Need & Background

Priority #	of Projects Submitted	Priority #	for Fiscal Year
<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="2,027"/>

Degree of Urgency (check all that apply)

- Legislation: required by state or federal legislation or regulation
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- New services: makes possible a new service or increases convenience of an existing service.

Priority of Function (check all that apply)

- Protection of persons and property: police, fire, rescue, inspections, etc.
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- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking, etc
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projected Costs by Year

FY 2023	<input type="text"/>	
FY 2024	<input type="text"/>	
FY 2025	<input type="text"/>	
FY 2026	<input type="text"/>	
FY 2027	<input type="text" value="70,000"/>	TOTAL <input type="text" value="70,000"/>
FY 2028	<input type="text"/>	

Other Comments

Department

Requested By

Project Description & Objectives

Project Need & Background

Priority #	of Projects Submitted	Priority #	for Fiscal Year
<input type="text" value="3"/>	<input type="text" value="3"/>	<input type="text" value="3"/>	<input type="text" value="23"/>

Degree of Urgency (check all that apply)

- Legislation: required by state or federal legislation or regulation
- Hazard: removes an obvious or potential hazard to public health or safety
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Priority of Function (check all that apply)

- Protection of persons and property: police, fire, rescue, inspections, etc.
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- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking, etc
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projected Costs by Year

FY 2023	<input type="text" value="10,000"/>	
FY 2024	<input type="text"/>	
FY 2025	<input type="text"/>	
FY 2026	<input type="text"/>	
FY 2027	<input type="text"/>	TOTAL
FY 2028	<input type="text"/>	<input type="text" value="10,000"/>

Other Comments

Department

Requested By

Project Description & Objectives

Project Need & Background

Priority #	of Projects Submitted	Priority #	for Fiscal Year
<input type="text" value="1"/>	<input type="text" value="3"/>	<input type="text" value="1"/>	<input type="text" value="2,023"/>

Degree of Urgency (check all that apply)

- Legislation: required by state or federal legislation or regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replaces equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: makes possible a new service or increases convenience of an existing service.

Priority of Function (check all that apply)

- Protection of persons and property: police, fire, rescue, inspections, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education, libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking, etc
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projected Costs by Year

FY 2023	<input type="text" value="30,000"/>	
FY 2024	<input type="text"/>	
FY 2025	<input type="text"/>	
FY 2026	<input type="text"/>	
FY 2027	<input type="text"/>	
FY 2028	<input type="text"/>	
		TOTAL <input type="text" value="30,000"/>

Other Comments

Department

Requested By

Project Description & Objectives

Project Need & Background

The cameras at the Marina are barely functioning most times they are not. We need a complete overhaul. The cameras protect millions of dollars worth of property as well as peoples livelihoods, not to mention protecting the town of many liabilities.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="2,024"/>

Degree of Urgency (check all that apply)

- Legislation: required by state or federal legislation or regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replaces equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
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Priority of Function (check all that apply)

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- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking, etc
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projected Costs by Year

FY 2023	<input type="text"/>	
FY 2024	<input type="text" value="30,000"/>	
FY 2025	<input type="text"/>	
FY 2026	<input type="text"/>	
FY 2027	<input type="text"/>	TOTAL
FY 2028	<input type="text"/>	<input type="text" value="30,000"/>

Other Comments

Department

Requested By

Project Description & Objectives

Project Need & Background

The Skiff is used for everyday work and repairs around the marina, fair weather boat rescues and access to tidal areas. The Skiff is used as our primary vessel on a daily basis most of the year. We would like to keep engines on a maximum 10 year basis

Priority #	of Projects Submitted	Priority #	for Fiscal Year
<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="2,026"/>

Degree of Urgency (check all that apply)

- Legislation: required by state or federal legislation or regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replaces equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
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Priority of Function (check all that apply)

- Protection of persons and property: police, fire, rescue, inspections, etc.
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- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking, etc
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projected Costs by Year

FY 2023	<input type="text"/>	
FY 2024	<input type="text"/>	
FY 2025	<input type="text"/>	
FY 2026	<input type="text" value="12,000"/>	
FY 2027	<input type="text"/>	TOTAL <input type="text" value="12,000"/>
FY 2028	<input type="text"/>	

Other Comments

Charles Sumner

From: Suzanne Thomas
Sent: Monday, September 27, 2021 3:21 PM
To: Charles Sumner
Subject: Capital requests
Attachments: Feasibility study.pdf; Air Scrubbers.pdf

Suzanne Grout Thomas
Director of Community Services
Town of Wellfleet
715 Old Kings Highway
Wellfleet, MA 02667
Suzanne.thomas@wellfleet-ma.gov

Department Council on Aging

Requested By: Suzanne Grout Thomas

Project Description & Objectives

Feasibility study for an addition to the Adult Community Center

Project Need & Background

The COA Board conducted a community survey to determine what services/activities people preferred. Exercise classes, a weight room and exercise machine/equipment were one of the most requested. Additional space will be needed for equipment for hybrid meetings in the future.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
2	2		23

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
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- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2022: \$15,000

FY 2023: _____

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2027: _____

TOTAL: \$15,000

Other Comments:

[Empty box for other comments]

Department Council on Aging

Requested By: Suzanne Grout Thomas

Project Description & Objectives

Install air scrubbers to the HVAC system at the Adult Community Center

Project Need & Background

People age 60 and over are the most vulnerable not only to the COVID 19 virus and its variants, but also to Influenza and other viral diseases.

Priority #

of Projects Submitted

Priority #

for Fiscal Year

1

2

1

23

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
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Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$20,000

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2027: _____

FY 2028: _____

TOTAL: \$20,000

Other Comments:

[Empty box for other comments]

Department: Health, Conservation & Building

Requested By: Hillary Greenberg

Project Description & Objectives

The project will consist of purchasing and implementing permit tracking software for the Health, Conservation, and Building Departments. The objectives include: increased efficiency, better coordination of permit

Project Need & Background

Our departments currently issue around 1000 permits and licenses yearly. We have no tracking software for applications, approvals, reviews, or inspections and log such actions in ledgers and on an excel spreadsheet. We also do not have the ability to concurrently review applications.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
1	1	1	2023

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
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Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
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- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2022: _____

FY 2023: \$70,400.00

FY 2024: \$15,400.00

FY 2025: \$15,400.00

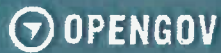
FY 2026: \$15,400.00

FY 2027: \$15,400.00

TOTAL: _____

Other Comments:

The \$15,400.00 is the ongoing annual cost to maintain the software program and to continue to integrate the software with the assessing data and GIS



(650) 336-7167
 contact@opengov.com
 opengov.com

OpenGov Citizen Services: Greater Efficiency for Everyday Operations

Cloud Technology That Modernizes Interactions Between Constituents and Government

One Platform to Optimize Citizen and Staff Experience

OpenGov's Citizen Services platform is the only solution you'll need to streamline workflows—from issuing building and health permits to collecting fees for special events, business, and pet licenses. Easy to configure with a drag-and-drop interface, Citizen Services introduces seamless integrations to fully digitize and automate your team's routine interactions with residents. This is cloud technology that saves time, builds customer satisfaction, and actually delivers on its promise to make life easier for frontline staff and local government leaders of every department.

 Planning and Zoning	 Building Permits	 Virtual Inspections	 Code Enforcement	 Pet Licenses
 Business Licenses	 Outdoor Dining	 Short-Term Rental Registration	 Cannabis Licensing	 Special Events
 Health Permits	 Public Works	 Fire and Safety	 Police	 Grant Management

5x Faster Permit Processing	Up to 80% Decrease in Walk-Ins	4.6 Star Customer Support Rating
---------------------------------------	--	--

Features Include

- ▶ Customer Service Portal
- ▶ Automated, No-Code Workflows & Approvals
- ▶ Smart Projects That Build Applicant Fees & Checklists
- ▶ Payment Collection
- ▶ Batched Renewals
- ▶ Triggered Prompts for Both Applicants & Government Staff
- ▶ Document Organization
- ▶ Dashboards & Reports

Why OpenGov?

OpenGov is the leader in modern cloud ERP software for our nation's cities, counties, and state agencies. On a mission to power more effective and accountable government, OpenGov serves more than 1,000 agencies across the U.S. Built exclusively for the unique budgeting, financial management, and citizen services needs of the public sector, the OpenGov ERP Cloud makes organizations more collaborative, digitizes mission-critical processes, and enables best-in-class communication with stakeholders.

“I think one of the best things about using OpenGov is that we can see all of the different records all in one place. So it doesn't matter what the department is, if it's Health or Code Enforcement, Building, Planning, any of them. When we're doing research, it's much easier than before.”

City of Claremont, NH

Hillary Lemos

From: Carl Anderson <canderson@opengov.com>
Sent: Wednesday, September 29, 2021 12:59 PM
To: Nancy Vail
Cc: Hillary Lemos
Subject: Re: Request for detailed quotes
Attachments: Grant Proposal - Grafton - Final.pdf

Nancy,

Joe Laydon the Grafton Planner is no longer there so you won't hear back from them I would say. I have attached their grant application. Also make sure to mention the impact of Covid and the need to keep Town Hall open.

Hillary reached out to me for the permitting information and the numbers you are looking at for the Permitting piece are

2 SA's

1. Building
2. Health/Conservation

25 Record Type Build

With integrations of :

- MAT
- GIS

NO DATA MIGRATION

Budget estimate of:

First year costs of ~\$70,400

Annual recurring costs for (1) Building permits (2) Health/Conservation permits and licenses with the integrations for CAMA (Master Address Table - MAT) and GIS = \$15,400

One time Deployment and set up fees of ~\$55,000

Good luck and I will be pulling for you to get the grant.

Respectfully,

Carl Anderson
Account Executive
OpenGov
(617) 577-9000 Ext 107

www.opengov.com

Silicon Valley | Boston | Washington DC | Portland | New York | Chicago



To: Nancy Vail <Nancy.Vail@wellfleet-ma.gov>
Subject: Re: Request for detailed quotes

Nancy,

Could we do today @ 2 PM EST.

Respectfully,

Carl Anderson

Account Executive

OpenGov

(617) 577-9000 Ext 107

www.opengov.com

Silicon Valley | Boston | Washington DC | Portland | New York | Chicago



[Bringing the Budget to Life \(Must see video\)](#)

[East Providence, RI Adopts an Open, Hands-on Budget Process](#)

[Virtual Is the New Reality for Permitting](#)

[Leaders Are Made During Crisis: 3 Ways Danbury, Connecticut's Permitting, Licensing, and Code Enforcement Teams Display Heroics](#)

Nancy,

Would it be possible to have a quick call to just re-establish what the Town is looking for? It has been quite a few months and what we were discussing was what we were discussing with Healthier, so I want to just reconnect on this. Also permitting was not a high priority so I would like to know what departments are going to be automating their processes for permitting/licensing and code enforcement.

I hope to hear from you soon.

Respectfully,

Carl Anderson

Account Executive

OpenGov

(617) 577-9000 Ext 107

www.opengov.com

Silicon Valley | Boston | Washington DC | Portland | New York | Chicago



[Bringing the Budget to Life \(Must see video\)](#)

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[Virtual Is the New Reality for Permitting](#)

Town of Wellfleet

300 Main St.

Wellfleet, MA 02667

508-349-0304

Nancy.vail@wellfleet-ma.gov



OpenGov and the Town of Wellfleet

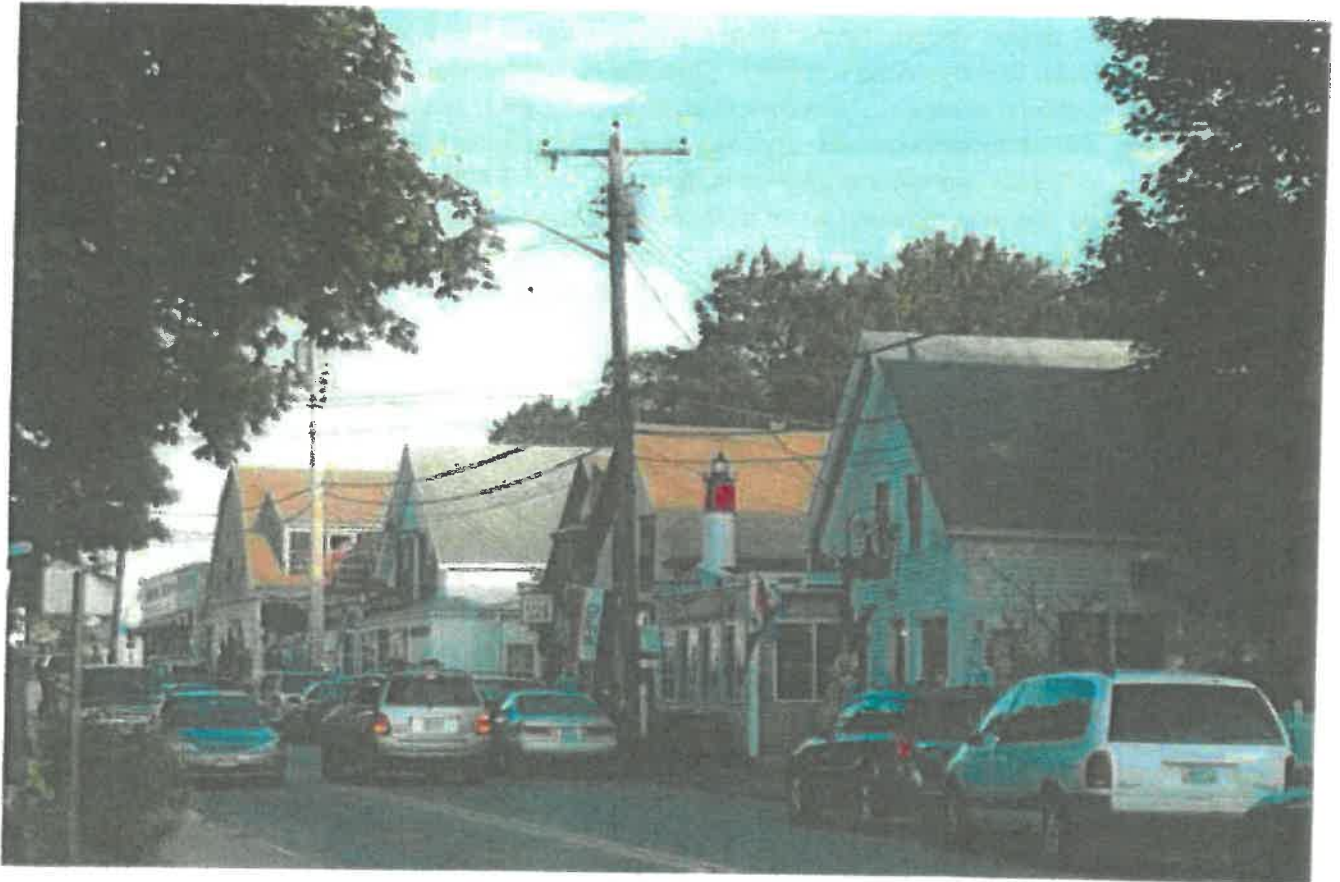
OpenGov Citizen Services Project Plan Letter

Carl Anderson

Account Executive

canderson@opengov.com

(617) 577-9000 ext 107





Executive Summary

OpenGov is the leader in Citizen Services Cloud Solutions for Local Government. Founded in 2012, OpenGov is backed by the nation's leading investment firms, including Andreessen Horowitz, Emerson Collective, and 8VC. OpenGov currently serves over 1,000 governments, including Cambridge, MA; Stamford, CT; Providence, RI; the State of Rhode Island, Suffolk County, NY; San Antonio, TX; Boston, MA; Redwood City, CA and Minneapolis, MN.

OpenGov has more than 250 employees (with over 30 former government professionals spanning more than 300 years of government experience) and is headquartered in Redwood City, CA, with additional offices in Portland, OR; Chicago, IL; Boston, MA; and Dallas, TX.

OpenGov is presenting the OpenGov Citizen Services Suite to the Town for consideration.

OpenGov Citizen Services is an all-in-one citizen service suite for permitting, licensing, and code enforcement. We have ~35 CT cities and towns partnering with us to drive efficiency and automation. With OpenGov Citizen Services you will be able to receive application forms and payments online, prevent incorrect submittals, and auto-validate credentials in addition to simplifying your reporting needs. The suite allows you to route applications through multi-step approval workflows to understand what is in process, while giving you the ability to schedule and notify constituents online and record results in real-time onsite from a phone or tablet.

Our Citizen Services suite is powered by our robust Reporting and Transparency platform.

The OpenGov Reporting and Transparency Platform allows you to build trust both internally and externally by simplifying and streamlining the collection, analysis, and communication of complex information. Our platform's solutions reduce manual reporting, data scrubbing, and formatting by providing on-demand access to dynamic, interactive reports and dashboards. Simple, self-service tools empower anyone with access to the platform to perform analysis without burdening technical teams, making it easier to discover trends, provide historical context, and find anomalies quickly.

About OpenGov

Company Background

OpenGov was founded in 2012 by Zac Bookman, Joe Lonsdale, and technologists from Stanford University, who studied government budgeting in the aftermath of the Great Recession. The team observed dedicated public servants struggle against outdated technology that prevented them from accessing timely spending information and communicating their priorities to citizens and elected officials. Believing there was a better way, the team set out to build cloud-based, easy-to-use government solutions to power more open, effective, and accountable government.

Why OpenGov?

- Over 1,000 governments are powered by OpenGov.
- OpenGov's mission is to Power More Effective and Accountable Government.
- OpenGov Employees have served in public sector positions for over 300 years, collectively.
- Communities who switch to OpenGov Citizen Services process permits up to 5 times faster
- OpenGov's Citizen Services suite has been powering government for over 20 years
- OpenGov Citizen Services Powers of 50,000 inspections annually
- Constituents give OpenGov PLC-powered agencies an average 90% approval rating
- 3,000,000 + permits are processed annually with OpenGov PLC
- OpenGov's multi-tenant architecture provides maintenance-free updates so users can always leverage the most modern technology, including every new feature and product release, regardless of underlying IT infrastructure.
- OpenGov is made in America. Our expert U.S.-based Product and Go-to-Market professionals envision, build, and deploy this market-leading solution, leveraging the best technology available.

Relevant Awards

OpenGov has received the following Global Technology Recognition:

- **Named to 2020 GovTech 100 List**
 - OpenGov received the honor of placing on the 2020 GovTech 100 because of our unique ability to work with any government in the country, regardless of their current technology platform. OpenGov is the only public-sector software that can uniquely map to government's Chart of Accounts while also integrating with various non-financial data sources.
- **Gartner Recognition**
 - Gartner has named OpenGov as one of three Cool Vendors for Government. The winners offer government CIOs cloud solutions to quickly acquire and

OpenGov Permitting, Licensing, and Code Enforcement

Overview

OpenGov Permitting, Licensing, and Code Enforcement (PLC) is an all-in-one, cloud-based citizen services suite that gives you the power to manage all of your permitting and licensing operations in one place. Citizen Services helps you streamline approvals efficiently and brings insight and clarity to constituent applications processing, while integrating with systems you already use.



Improve Constituent Experience

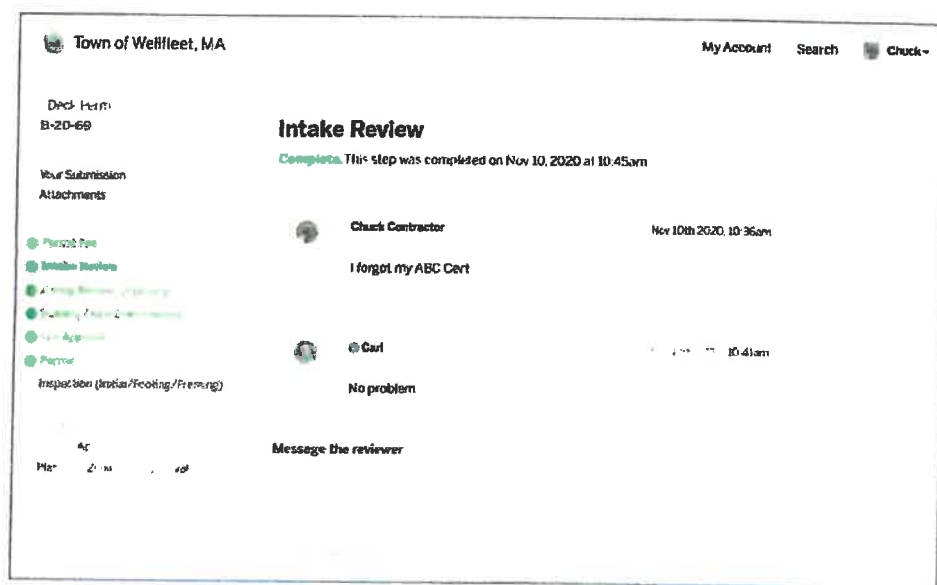
With customized, constituent-facing portals with ready-made permitting templates that allow local governments to provide 24/7 access to citizens for the services they need.

Simplify Internal Workflows

Drag-and-drop interface allows local governments to bring permitting online by creating multi-step review processes easily. Once in use, these allow you to efficiently coordinate interactions across departments to track applications from submission to approval.

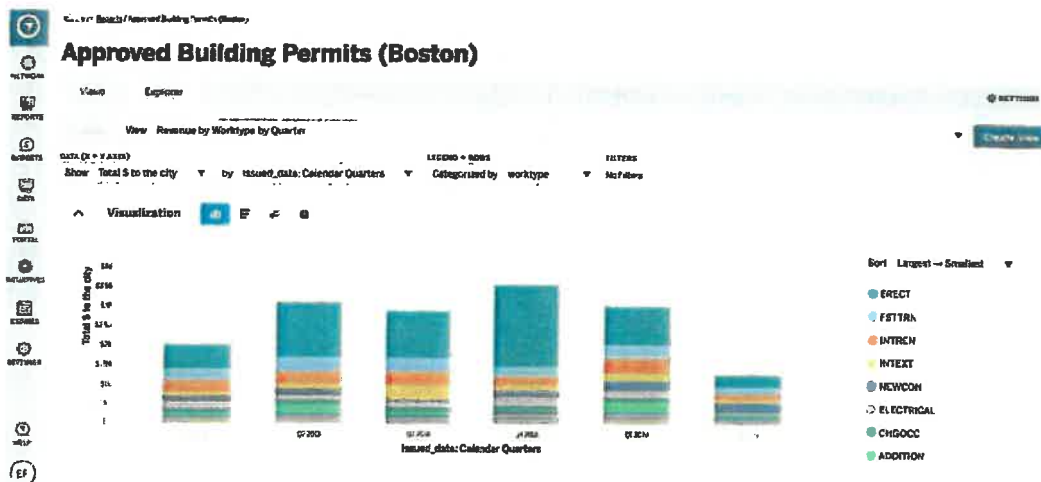
Application Submissions

- Associate records with applications and/or location.
- Set up conditional fields based on form responses.
- Include required attachments on applications.
- Allow applicants to save drafts of projects.
- Integrate GIS software for custom maps that display permitting and license data.



Reporting

- Customize pre-populated report templates or create your own.
- Simplify sharing with a single click.
- Export data as CSV or Excel files.
- Review real-time performance with in-platform analytics.
- Include location flags on reports.

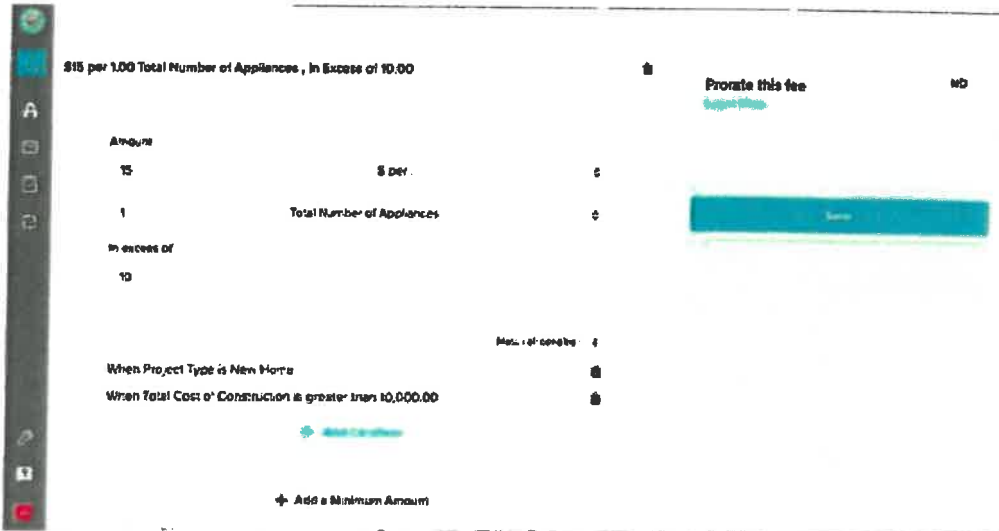


Inspections

- Allow constituents to submit online inspection requests.
- Schedule inspections based on type, location, or person.
- Optimize inspector workflow with intelligent routing.
- Use a mobile phone or tablet to perform on-site inspection actions such as photo and document uploads and in-platform attachments.

Payments

- Update fees in real-time based on application criteria so constituents pay accurately for their permit or license requests.
- Accept payments by credit card, eCheck, ACH.
- Automatically email payment receipts to applicants.
- Communicate with applicants in-app regarding payment questions.



\$15 per 1.00 Total Number of Appliances , In Excess of 10.00

Prorate this fee NO

Amount	\$ per.	
15		0
1	Total Number of Appliances	0
In excess of		
10		

Max. # of copies: 1

When Project Type is New Home

When Total Cost of Construction is greater than 10,000.00

[Add Condition](#)

[Add a Minimum Amount](#)

[Save](#)



Offer automated status updates

Customers get automatic email notifications of any activity on their application, reducing status inquiry volume. Customers can also track the status of their application in real-time.



Communicate with customers



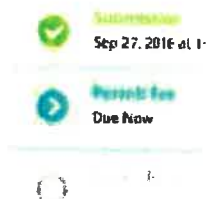
Message applicants from right within the platform to document requests for missing documentation, progress updates, and other customer correspondence. Applicants can message you back with information, feedback, or compliments. It's all documented, all in one place.

Achieve high performance.

PLC's workflow engine lets you determine the steps that happen once an application is submitted. Whether there are two steps or twenty, the workflow ensures every request goes where it needs to go, exactly when it needs to get there. With automated notifications, activity tracking, and performance metrics, you'll experience a whole new way to work.

Streamline multi-department workflows

Every record has a workflow where post-submission activity is recorded. Let each submission flow electronically from intake to departmental reviews, automatically assigning to the next available employee. And ensure that no permit is ever issued before all required approvals are complete.



Approve with a click

When it's your turn to approve, it's easy to make a decision with big, color-coded buttons. If something isn't quite right, you can halt progress and send a message to the appropriate party for resolution. All activity is kept in one central place so nothing gets lost.



See who's doing what

With approvals reports, you get a bird's-eye view of all active approvals in your department. Easily see unassigned or overdue work. If you need to manually reassign a workload to someone else, just click and type a new name right in the report. The new reviewer will automatically be notified.



Automate revenue collection.

Automatically calculate fees with Citizen Services by building fee schedules into your workflows. Let citizens pay anytime, anywhere with a credit card, and easily reconcile all transactions daily with the accounting features. It's full-cycle revenue management, integrated right into your processes.



Build, save, and share reports

Use simple built-in reporting tools to configure the reports you rely on every day. Save them for later use, or export them to Microsoft Excel for advanced customization. Share reports with others to make sure everyone is always on the same page.

Digitize plan review.

Replace rolls of paper plans with a fully-digital plan review process. With the right hardware, software, and PLC, your team can receive, review, and collaborate on plans and then communicate changes to the applicant.

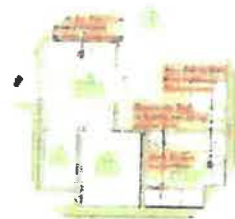
Receive and manage plans electronically

Let applicants submit plans electronically during or after initial submission. Manage plan revisions right from PLC's built-in document management.



Markup, comment, and revise

Use Adobe Acrobat, BlueBeam Revu, or any other document markup tool to draw, comment, and markup plans either individually or with others on your local network. Then upload back to Citizen Services to share with the applicant. All stakeholders are automatically notified when new plans are attached.



Collaborate on plan changes



Tim Smith
Hi John, I've attached your most recent permit window.

Message applicants from right within the platform to communicate about plan revisions. Keep all correspondence in one place to make sure everyone is on the same page during the plan review process.

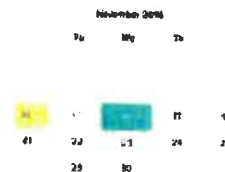


Streamline inspections.

Simplify schedule management and reduce manual data re-entry with PLC. Let citizens request the date of their inspection according to your availability, and let Citizen Services automatically assign the next available inspector. And with the capability to conduct inspections on a tablet, your inspector's workload just got a lot lighter.

Enable online inspection requests

When it's time for an inspection, let citizens request the date they prefer. Assign inspectors manually, or automatically. And if there's any need for a date change, the applicant will automatically be updated via email.



- Private
- Public
- Disabled

Determine public access

Citizen Services is built for public access, with high security in mind. For each permit or license type, decide whether the public can apply online, and whether the public can view records of that type.

View logs of all system activity

Every action in Citizen Services is recorded in the Activity Log. Administrative users can access this log at any time

and filter by activity or record to see who is doing what, and ensure full compliance.



OpenGov Citizen Services Implementation Process	
Phase	Deliverables
Kickoff & Strategic Planning	<ul style="list-style-type: none"> ● Assemble Team and Align on Objective ● Identify Departments and Types of Applications ● Identify Best Practices & Potential Pitfalls ● Establish Timeline and Target Launch Date
System Administrator Training	<ul style="list-style-type: none"> ● 2-hour webinar designed for 1-3 system administrators ● Learn the ins and outs of the OpenGov Citizen Services suite
Validation & Testing	<ul style="list-style-type: none"> ● Validate your Configuration ● Review Data from Legacy System ● Review Additional Data Integrations or Exports
End User Training	<ul style="list-style-type: none"> ● 2-hour webinar for all users in the system ● Learn how to complete inspections, pull reports, and process applications
Sign Off & Go-Live	<ul style="list-style-type: none"> ● Set User Permissions and Roles ● Review & Sign Off on Implementation ● Start Accepting Public Applications

* In-person professional services available upon request.

OpenGov Citizen Services Project Management Methodology

Our implementation team will work with the Town's stakeholders to map each permitting, licensing, and code enforcement processes and assess adherence to best practices. OpenGov will collect all application forms, permits, letters, and fee schedules associated with each permit type for use in OpenGov PLC. From there, OpenGov will lead a Process Improvement Consultation prior to system implementation.

Our veteran support team will work with the Town's test environment to check all aspects of the platform before going live, phasing in the software by department and permit type, while continuously testing functionality and improving training processes throughout. Additionally, our database specialists will migrate data from all relevant legacy systems, and efficiently conduct the specified conversions at multiple points throughout the implementation process.

Immediately prior to Go Live, OpenGov will make a final data import to include any data created since the previous import. This ensures a seamless transition from the legacy system to OpenGov Citizen Services with no risk of data loss.

OpenGov will provide a test instance of the software to each applicable division for user acceptance testing. This allows for thorough, in-depth testing of functionalities, as well as data imports, in environments distinct from the live portal.

- **User Groups:** Our subject matter experts host regular user groups online and in-person. Learn from the pros and your peers!
- **Resource Center:** We provide you with articles and videos to enhance your learning and education of OpenGov.
- **Free Webinars:** As a customer, you can look forward to engaging and informative webinars. Get a crash course in performance management or learn about the latest features of your OpenGov software.
- **Live Chat:** Contact support seamlessly while using the product through our live chat feature staffed by the Customer Success team.

How to work with us

These are some of the typical customer roles involved during deployment:

- **Project Manager:** the primary point of contact for OpenGov during the implementation.
- **Commissioner/Director of Building Department:** partners with OpenGov team to outline applicable permit(s) processes.
- **IT Dept:** provides the necessary data for OpenGov implementation.
- **Communications:** partners with OpenGov to lay out the best strategy for launching to stakeholders.
- **Subject Matter Experts:** partners with OpenGov daily to execute the tasks and become a subject matter expert in OpenGov.

Critical High-Value Adds for the Town of Wellfleet

Ongoing Product Updates, At No Additional Cost. OpenGov develops its own cloud-hosted, SaaS products that are available 24/7 through the use of any web browser, on any computer. While traditional software is installed on-premise and places a heavy burden on every customer to maintain and update, OpenGov's SaaS model guarantees that every customer is always using the latest features and enhancements to our software. This means that you would no longer need to pay for expensive customizations and teams of programmers to maintain a complex, unsustainable, and unreliable solution. Instead, you will receive a product that incorporates feedback from all governments in OpenGov's network, with updates occurring automatically every two weeks and ongoing support, giving your team a solution that is scalable, sustainable, easy-to-use, and affordable.

Our updates are applied frequently and effortlessly to the customers. Because the software is centrally housed, new releases do not require an installation. With OpenGov, you will have access to a platform that updates immediately, without a formal upgrade process and effort.

Customer Quotes

On Customer Experience

"Many companies can do the tools and tech; however, it is rare to find a company like OpenGov who does so while staying in touch with its customers, truly listening to its customers' needs, and adding the appropriate staffing at all levels of management and function to improve both the product offerings and the customers' experiences."

Lisa Desmarais, IT Director of Kenton County, KY

"The communications between our staff was more like fellow co-workers instead of a Vendor and Client relationship. At all times [our consultant] was open and handled our requests with a great deal of professionalism and a 'Can Do' attitude. We were quite impressed with [our consultant's] understanding and experience with systems that we use."

Srikanth Karra, CIO of Birmingham, AL

"We view OpenGov as a strategic partner. They've taken the time to listen to what we wanted and built a true partnership with us. You don't see that at other software companies—especially bigger software companies like SAP where we never would get that interaction. Their responsiveness and collaboration is impressive."

Maria Zuniga, Business Improvement & Performance Administrator, Bernalillo County, NM

On the Product - General

"There were five different companies that partnered with ESRI, and I reached out to all of them for demos. When I inquired about OpenGov PLC, it was simply a conversation around 'What do you need?' and 'Here's what we can do.' They were outstanding to work with from day one."

Mike Horney, Development Services Manager, Town of Kernersville, NC

"The software has been incredibly easy to configure in comparison with our cumbersome legacy system. The drag-and-drop design makes it so easy to create workflows. It's just more advanced technology than what was developed 10 years ago - it's night and day difference."

Paul Leedham, Chief Innovation Officer, City of Hudson, OH

"Once we started using ViewPoint Cloud [OpenGov PLC] we realized it was like we had been working by candlelight and now we have electricity"

Teresa Graham, Building and Zoning, Town of Smithfield, RI

"In all my years working in public accounting and government work, I've never had a contract that I got more out of than what I was told I would get. Usually you get disappointed with contracts, but OpenGov

**Town of Wellfleet
Police Department**

September 29, 2021

To: Charlie Sumner, Interim Town Administrator
From: Chief Michael P. Hurley

Subject: FY23 Capital Improvement Request

Attached you will find the FY23 Capital Improvement Plan for the Police Department. As you remember, the four-year cruiser replacement plan was disrupted in the FY21 budget when the pandemic began. That year two vehicles were up for replacement, and one was removed from the budget and the second was voted down at town meeting. This resulted in the department again requesting two vehicles in the FY22 Capital Plan as the fleet was aging. During the 2021 Town Meeting in June the voters approved two vehicles for the FY22 budget. On July 2 we placed an order with our vendor for two police vehicles and in past practice the vehicles would be delivered built and ready for deployment in two months. This past week we received notice from the vendor that due to "supply chain disruptions", delivery times were extending out beyond 30 weeks. At best, these vehicles will not be deployed on the road until the spring of 2022. Currently, the newest vehicle in our fleet is already at 69,253 miles with the oldest at 131,252 miles.

In closing, the top priority for the department on capital requests is to get back on the cruiser replacement plan. This will result in the need to request two vehicles again this fiscal year to replace these older vehicles.

I look forward to sitting down and discussing the departments FY23 Capital Improvement Plan. If you have any questions or concerns, please don't hesitate to reach out.

Respectfully submitted for your review,


Michael P. Hurley
Chief of Police

Cc: Wellfleet Select Board
Wellfleet Finance Committee

**Wellfleet Police Department
5 Year Capital Plan**

FY 2023

	DATE	CRUISER REPLACEMENT	OTHER
FY 2023	September-2022	Receive replacement for two cruisers (Police Interceptor Utility)	Replace BulletProof Vests
FY 2024	September-2023	Receive replacement for two cruiser's (Police Interceptor Utility)	Replace aging Police Equipment
FY 2025	September-2024	Receive replacement for one cruiser (Police Interceptor Utility)	Replace aging Tasers
FY 2026	September-2025	Receive replacement for one cruiser (Police Interceptor Utility)	Replace aging AED's
FY 2027	September-2026	Receive replacement for two cruiser's (Police Interceptor Utility)	Replace aging ATV's

TOWN OF WELLFLEET

FY 2023 Capital Improvement Request

Department Wellfleet Police
Project Description & Objectives

Requested By: Chief Michael Hurley

Cruiser Renlacement Plan

Project Need & Background

Replace aging Police Cruisers. This is part of an ongoing cycle to replace cruisers as part of a four-year cycle. Since July of 2020 the replacement plan has been put off a year due to vehicles being removed from the budget.

Priority #

of Projects Submitted

Priority #

for Fiscal Year

1

2

1

FY23

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$120,000

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2027: _____

TOTAL: \$120,000

Other Comments:

This is the replacement cost for two vehicles

Rollover Decision

Attachment 1

Asset: 2018 Ford Explorer

ID# C-3

VIN# 1FM5K8AR3JGB92188

Type _____

Plate: MPD724

Condition: Fair

Extent of Use: Patrol

Purchase Date: 9/2/18

Purchase Cost Base: \$29,333.60

Mfg's Projected Life Span _____ yrs.

Primary Use: Patrol _____

Anticipated Life Span 4 yrs.
(based on NE weather & Salt)

Secondary Use _____

Mileage 82,008

Trade in or Auction Value: \$ 2000.00

SERVICE RECORD

Date	Miles, Engine Hours, Fuel Used, Service Provided	Parts \$	Labor \$
9/3/19	Front brake pads and rotors.	\$432.00	\$180.00
3/9/21	Front brake pads and rotors.	\$395.00	\$200.00

PROJECTED SERVICE Next 12 Months (include down time & labor costs) This vehicle has not undergone much for repairs/maintenance to date, will eventually need new brakes, tires, etc... Approx cost \$3,000 and any unforeseen issues that arise.

REPLACEMENT INFORMATION

Target Date for Replacement July 2022

Base Cost of Replacement: \$50,155

Cost of Extras (detail) \$ Approx \$8,000

Quoted by: MHQ using this year's quote

Date:

OTHER

Cost of Insurance per Year

Cost of Registration per Year

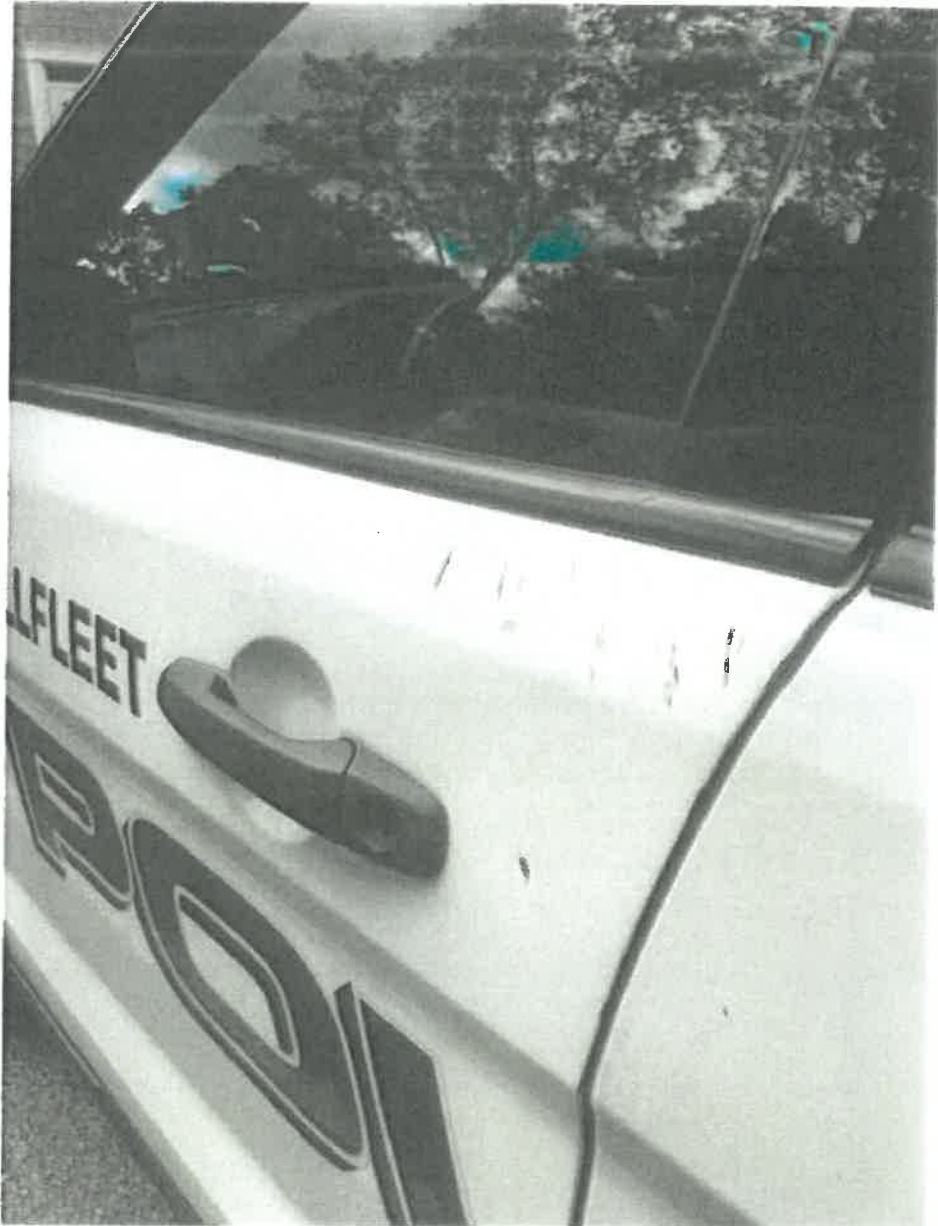
Annual Note Payments

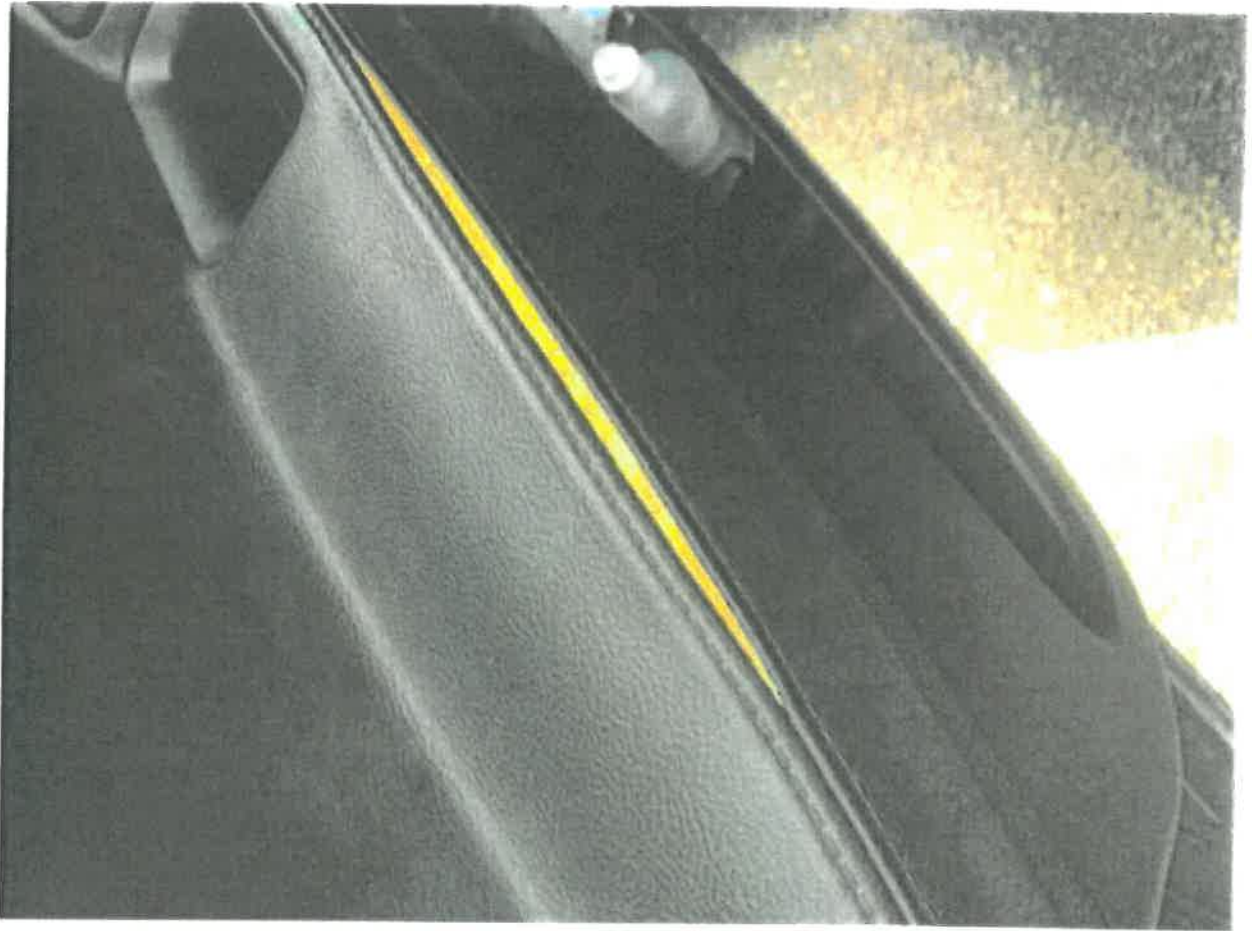
Ownership Cost per Year

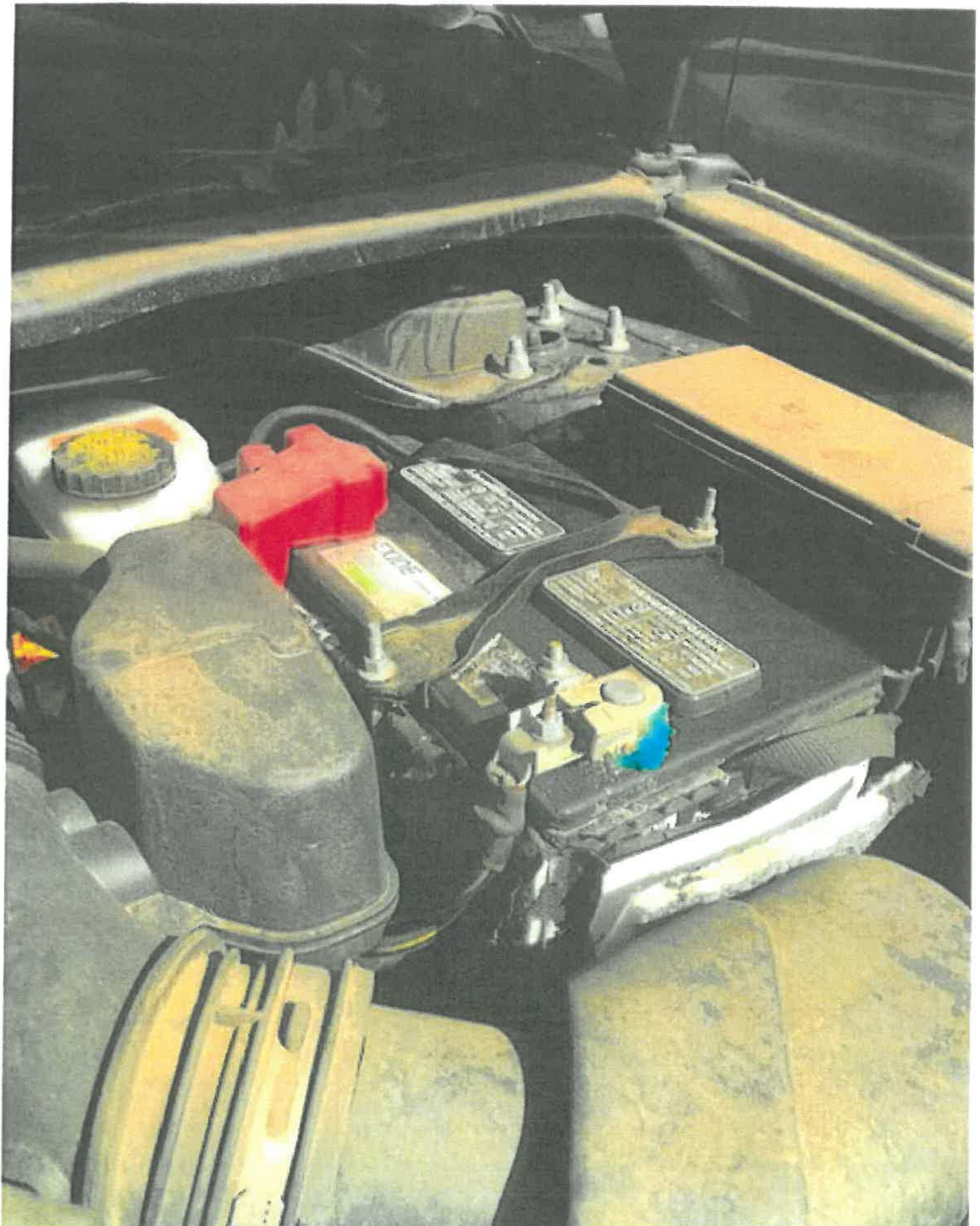
Rental Equivalent Cost Per Year

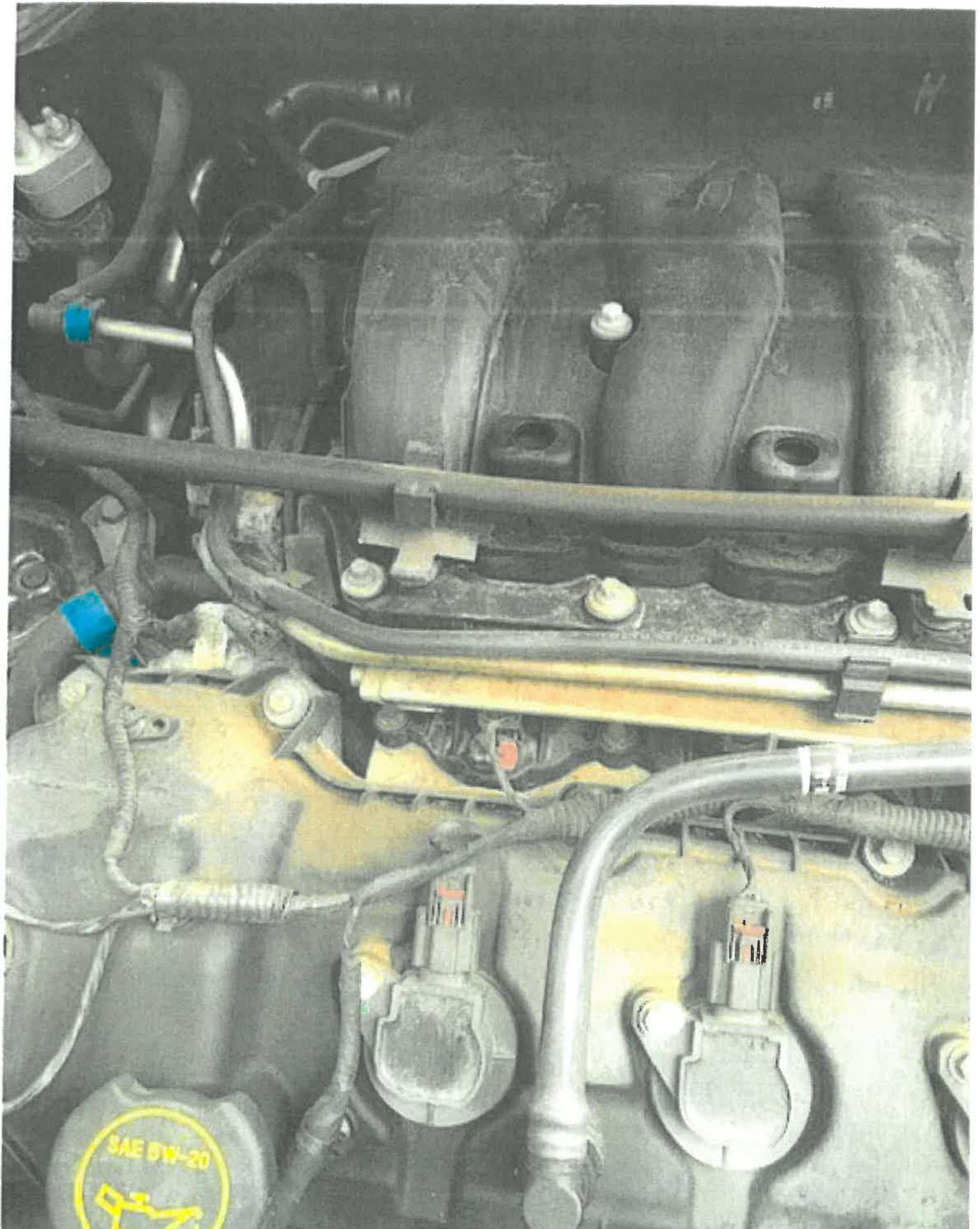
Rental Terms _____











Rollover Decision

Attachment 1

Asset:2014 Ford Explorer

ID# C-1

VIN# 1 FM5K8AR3EGC08539

Type _____

Plate:1GA734

Condition: Fair

Extent of Use: Administrative

Purchase Date: 5/8/2014

Purchase Cost Base: \$30,912.00

Mfg's Projected Life Span 4 yrs.

Primary Use: Administrative

Anticipated Life Span 4 yrs.
(based on NE weather & Salt)

Secondary Use _____

Mileage 129,565 _____

Trade in or Auction Value as of _____ \$ 1,500.00

SERVICE RECORD

Date	Miles, Engine Hours, Fuel Used, Service Provided	Parts \$	Labor \$
8/5/16	Replace front and rear brake pads and rotors.	\$520.00	\$345.00
1/25/18	Replace front and rear brake pads and rotors.	\$536.00	\$360.00
11/6/19	Replace Alternator and Battery.	\$677.95	\$275.00
1/30/20	Replace rear brake pad and rotors/bleed brakes	\$728.00	\$225.00
8/2/21	Front brake pads and rotors.	\$248.79	\$215.00
8/2/21	Replace Oxygen Sensor.	\$98.22	\$100.00

PROJECTED SERVICE Next 12 Months (include down time & labor costs) This vehicle is getting up in age and mileage. Expecting approx. \$2,500 in repairs for minor issues. Unknown cost if major issues arise.

REPLACEMENT INFORMATION

Target Date for Replacement July 2022

Base Cost of Replacement \$ 50,155

Cost of Extras (detail) \$ Approx \$8,000

Quoted by MHQ using this years Quote _____

Date _____

OTHER

Rental Equivalent Cost Per Year

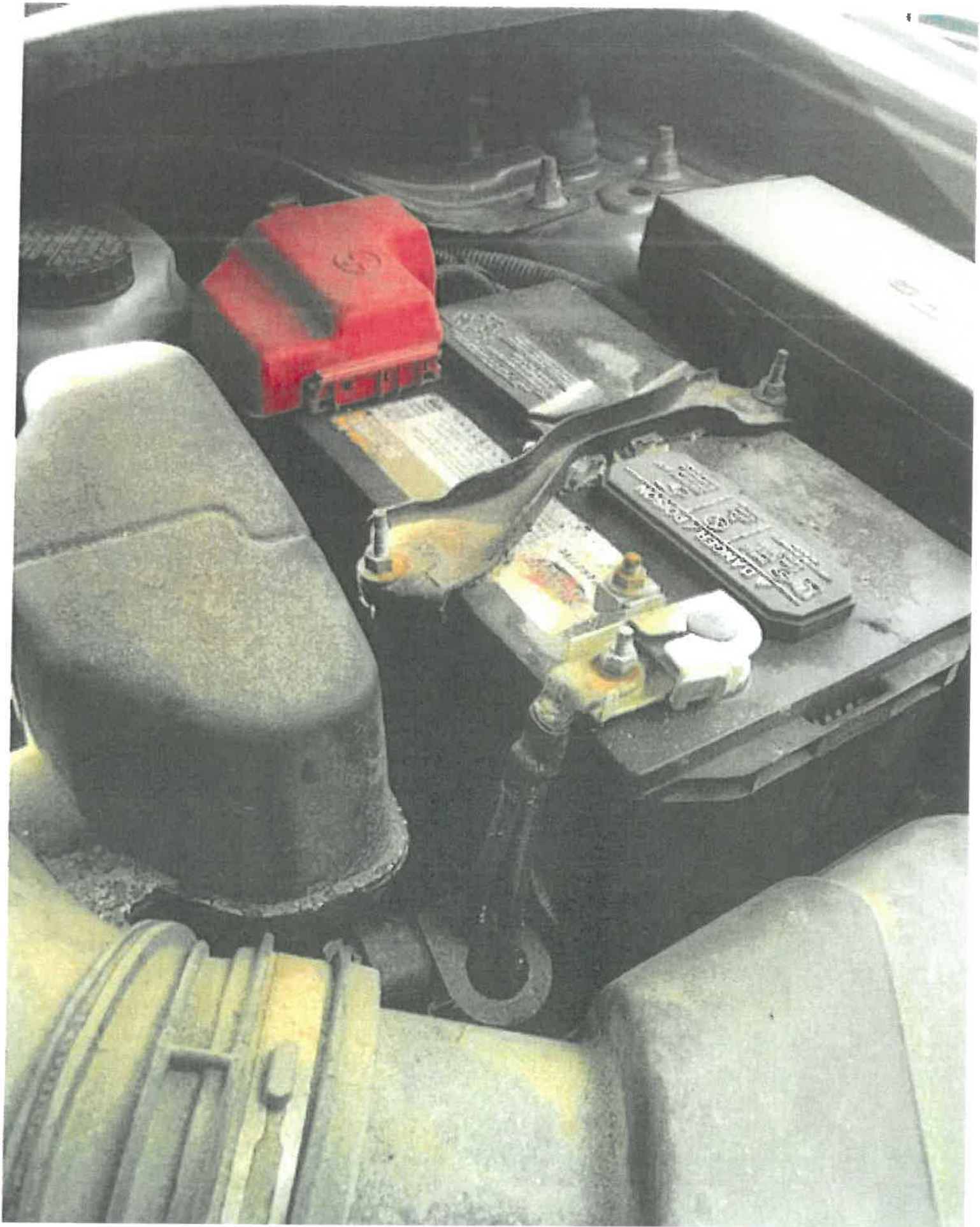
Cost of Insurance per Year

Rental Terms _____

Cost of Registration per Year

Annual Note Payments

Ownership Cost per Year







September 23,2021

Dear Valued MHQ Customer,

As an important and valued customer of MHQ, we appreciate the trust you have placed in us for your vehicle, parts and upfit needs. We take that responsibility seriously, and as such, we have an obligation to share with you the best available information regarding ongoing disruptions to the global supply chain. We offer this information to assist you in making important decisions as it relates to your upcoming vehicle and upfit requirements.

Supply chain disruptions affecting industry in general are also directly impacting our key suppliers, and their sub-suppliers. We are receiving notifications almost daily from our supply base regarding price increases, force majeure declarations, and extended lead time notifications. We are seeing product lead times extending beyond 16 weeks in some cases. Additionally, the global microchip shortage has put a strain on the auto industry as a whole and in doing so, has delayed, or even shut down many automobile and truck production facilities. This is also impacting our industry's ability to source vehicles. Depending on manufacturer and model, some quoted delivery times are extending beyond 30 weeks.

We continue to monitor this dynamic situation and are working hard to limit the disruptions to the extent that conditions allow. We ask and encourage you to work with us to assist in managing the current situation as it relates to your specific needs. Production is usually based on first come first served as well as component availability, so we ask you to get your orders in as soon as you can. Be assured that we are doing everything we can to obtain the necessary inventory to keep up with your product and vehicle requirements.

Please continue to work with the MHQ Sales team to address any questions you may have, or for updates regarding your orders. Please reach out with any questions you may have, or if you need any further information.

Thank you for your patience and support as we work through these challenges together.

Sincerely,

Cathy Parker
Vice President Sales & Marketing
MHQ, Inc.
cparker@mhq.com

Department Wellfleet Police
Project Description & Objectives

Requested By: Chief Michael Hurley

Replace BulletProof Vests

Project Need & Background

The department needs to replace each individual officer's bulletproof vests as the use expires after five years. The last major vest replacement was in 2018 and due again in 2023.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
<input type="text" value="1"/>	<input type="text" value="2"/>	<input type="text" value="1"/>	<input type="text" value="FY23"/>

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$30,000

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2027: _____

TOTAL: \$30,000

Other Comments:

This is the replacement cost for 15 vests at approximately \$2,000.

TOWN OF WELLFLEET

FY 2023 Capital Improvement Request

Department Wellfleet Police

Requested By: Chief Michael Hurley

Project Description & Objectives

Cruiser Replacement Plan

Project Need & Background

Replace aging Police Cruisers. This is part of an ongoing cycle to replace cruisers as part of a four-year cycle. Since July of 2020 the replacement plan has been put off a year due to vehicles being removed from the budget.

Priority #

of Projects Submitted

Priority #

for Fiscal Year

1

2

1

FY24

Degree of Urgency (Check all that apply)

Priority of Function (Check all the apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: _____

FY 2024: \$120,000

FY 2025: _____

FY 2026: _____

FY 2027: _____

TOTAL: \$120,000

Other Comments:

This is the replacement cost for two vehicles

TOWN OF WELLFLEET

FY 2023 Capital Improvement Request

Department Wellfleet Police

Requested By: Chief Michael Hurley

Project Description & Objectives

Replace Aging Police Equipment

Project Need & Background

Replace aging police department (older firearms, outdated training equipment, CSO Bikes, traffic cones, road closure signs/detour signs, etc...)

Priority #

of Projects Submitted

Priority #

for Fiscal Year

1

2

1

FY24

Degree of Urgency (Check all that apply)

Priority of Function (Check all the apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: _____

FY 2024: \$50,000

FY 2025: _____

FY 2026: _____

FY 2027: _____

TOTAL: \$50,000

Other Comments:

This will be the first major replacement of aging police equipment done for the department using capital monies. In the past, if expense monies were left over equipment was replaced piecemeal leaving some older outdated equipment in service.

TOWN OF WELLFLEET

FY 2023 Capital Improvement Request

Department Wellfleet Police

Requested By: Chief Michael Hurley

Project Description & Objectives

Cruiser Replacement Plan

Project Need & Background

Replace aging Police Cruiser. This is part of an ongoing cycle to replace cruisers as part of a four-year cycle. Since July of 2020 the replacement plan has been put off a year due to vehicles being removed from the budget.

Priority #

of Projects Submitted

Priority #

for Fiscal Year

1

2

1

FY25

Degree of Urgency (Check all that apply)

Priority of Function (Check all the apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: _____

FY 2024: _____

FY 2025: \$60,000

FY 2026: _____

FY 2027: _____

TOTAL: \$60,000

Other Comments:

This is the replacement cost for one vehicle

Department Wellfleet Police

Requested By: Chief Michael Hurley

Project Description & Objectives

Replace Aging Tasers

Project Need & Background

Replace aging police tasers. This is part of an ongoing cycle to replace the tasers which are on a five-year life cycle. The last group of tasers were purchased in 2019 and will need replacement in 2024.

Priority #

of Projects Submitted

Priority #

for Fiscal Year

1

2

1

FY25

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: _____

FY 2024: _____

FY 2025: \$60,000

FY 2026: _____

FY 2027: _____

TOTAL: \$60,000

Other Comments:

This equipment needs replacement approximately every five years and sustain wear and tear over the five year period with daily spark tests and battery downloads. The hardware and software begin to malfunction as the equipment ages

TOWN OF WELLFLEET

FY 2023 Capital Improvement Request

Department Wellfleet Police

Requested By: Chief Michael Hurley

Project Description & Objectives

Cruiser Replacement Plan

Project Need & Background

Replace aging Police Cruiser. This is part of an ongoing cycle to replace cruisers as part of a four-year cycle. Since July of 2020 the replacement plan has been put off a year due to vehicles being removed from the budget.

Priority #

of Projects Submitted

Priority #

for Fiscal Year

1

2

1

FY26

Degree of Urgency (Check all that apply)

Priority of Function (Check all the apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: _____

FY 2024: _____

FY 2025: _____

FY 2026: \$65,000

FY 2027: _____

TOTAL: \$65,000

Other Comments:

This is the replacement cost for one vehicle

TOWN OF WELLFLEET

FY 2023 Capital Improvement Request

Department Wellfleet Police

Requested By: Chief Michael Hurley

Project Description & Objectives

Replace Aging AED's

Project Need & Background

Replace aging AED's in the marked patrol vehicles. The AED's are used in the field to assist officers when they respond to a cardiac call that requires the need for CPR on an unconscious person.

Priority #

of Projects Submitted

Priority #

for Fiscal Year

1

2

1

FY26

Degree of Urgency (Check all that apply)

Priority of Function (Check all the apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: _____

FY 2024: _____

FY 2025: _____

FY 2026: \$ 30,000

FY 2027: _____

TOTAL: \$30,000

Other Comments:

This equipment was last replaced in 2020 and through weather/technology/wear they should be replaced approximately every 5 years so they stay operational and available for the officers to use.

TOWN OF WELLFLEET

FY 2023 Capital Improvement Request

Department Wellfleet Police

Requested By: Chief Michael Hurley

Project Description & Objectives

Cruiser Replacement Plan

Project Need & Background

Replace aging Police Cruisers. This is part of an ongoing cycle to replace cruisers as part of a four-year cycle. Since July of 2020 the replacement plan has been put off a year due to vehicles being removed from the budget.

Priority #

of Projects Submitted

Priority #

for Fiscal Year

1

2

1

FY27

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: _____

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2027: \$130,000

TOTAL: \$130,000

Other Comments:

This is the replacement cost for two vehicles

Department Wellfleet Police

Requested By: Chief Michael Hurley

Project Description & Objectives

Replace Aging ATVs (?)

Project Need & Background

Replace aging ATVs utilized for beach patrols, search/rescue and large-scale events

Priority #

of Projects Submitted

Priority #

for Fiscal Year

1

2

1

FY27

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: _____

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2027: \$35,000

TOTAL: \$35,000

Other Comments:

This equipment was purchased in March of 2021. Due to extensive use, salt air/water and age they will need to be replaced after 5 years.

Fire Department FY 2022 10 -Year Capital Improvement Plan Summary

Item	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY2028	FY2029	FY2030	FY2031	FY2032	Total Expenditures	Suggested Source	Suggest Source
Water Supply Development													
Replace Ambulance 99											365,000	OR	OR
Replace Command Car 81			365,000								124,000	AF	AF
Replace 4" supply hose	12,000	13,000							60,000		60,000	OR	OR
Replace Medical/Rescue Equip.		20,000	20,000		14,000	14,000					53,000	OR	OR
Replace Duty Truck (Sq. 80)		58,000		20,000							100,000	OR	OR
Portable Radios	80,000							60,000			118,000	OR	OR
Replace Ambulances 97 & 98	355,000								90,000		170,000	OR	OR
Replace SCBA packs/bottles				65,000					350,000		1,055,000	AF	AF
Replace Forestry 90				166,000							130,000	OR	OR
Replace Ladder 93								70,000			220,000	GORS/SH	GORS/SH
Replace Engine 95	675,000										675,000	GORS/SH	GORS/SH
Training room / EOC completion											-	GOV/SH/AF	GOV/SH/AF
Catwalk storage											-	GOV/SH/AF	GOV/SH/AF
Replace mobile data terminals	25,000	25,000	25,000						25,000		150,000	AF	AF
Recat apparatus bays floor				90,000							90,000	OR	OR
Fire Prevention/Inspection vehicle						48,000					48,000	OR	OR
Department Total	1,147,000	116,000	500,000	235,000	127,000	103,000	465,000	130,000	475,000	-	3,298,000		
Total from operating revenues	92,000	33,000	110,000	85,000	62,000	14,000	90,000	130,000	100,000	0	716,000		
Total from ambulance fund	380,000	25,000	390,000			25,000	375,000		375,000	0	1,570,000		
Total from borrowing	675,000			160,000							875,000		

Operating Revenues	OR
Ambulance Fund	AF
GOV/SH/AF	

Annual average expenditure from operating revenue	-
Annual average expenditure from ambulance fund	-
Annual average expenditure from borrowing	-
Annual average total capital budget	-

Department Fire & Rescue

Requested By: Chief Richard J. Pauley, Jr.

Project Description & Objectives

Replace Ambulance 97

Project Need & Background

Ambulance 97 is a 2015 Chevrolet model that will have over 118,000 miles on it within the next year and a half. It is one of the most utilized vehicles in the fleet and needs to be replaced because of wear and tear. In addition, we are beginning to experience electrical and climate control issues necessitating extended out of service time.

Priority # of Projects Submitted Priority # for Fiscal Year

1

5

1

2023

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$355,000.00

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2027: _____

FY 2028: _____

TOTAL: \$355,000.00

Other Comments:

It is imperative that we replace this ambulance in order to maintain the same quality level of emergency medical services to the community. In addition, as a result of the previous two years (budget and accounting issues) we are now at least two years behind schedule with respect to ambulance replacements.

Department Fire & Rescue

Requested By: Chief Richard J. Pauley, Jr.

Project Description & Objectives

Replace Engine 95

Project Need & Background

Engine 95 is a 1998 HME/General 1500 gpm pump with a 750 gallon water tank. It is the second due engine out to fire calls and is the primary engine used for motor vehicle crashes. We are experiencing continuous mechanical and electrical issues with this truck and will be over 26 years old at the time its replacement is delivered.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
2	5	2	2023

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$675,000.00

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2027: _____

FY 2028: _____

TOTAL: \$675,000.00

Other Comments:

It is imperative that we replace this engine due to ongoing mechanical, electrical, pump issues and age. It is the 2nd due truck or primary due truck depending upon the nature of the emergency.

Department Fire & Rescue

Requested By: Chief Richard J. Pauley, Jr.

Project Description & Objectives

To replace 26 year old portable radios.

Project Need & Background

Our current portable radios are over 26 years old and do not meet FCC regulations and/or APCO-25 standards. In addition, most of these radios are no longer supported by the manufacturer for service or parts. The total cost of this project is anticipated to be \$320,00.00. This is year five (5) of a five (5) year project.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
3	5	3	2023

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$80,000.00

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2027: _____

FY 2028: _____

TOTAL: \$80,000.00

Other Comments:

In order to better manage the cost of this project (\$320,000.00), we are using a funding schedule over a five (5) year time period. In addition, we anticipate some project grant money from the Commonwealth of Massachusetts.

Department Fire & Rescue

Requested By: Chief Richard J. Pauley, Jr.

Project Description & Objectives

Purchase replacement mobile data terminals (MDTs) and technology upgrades

Project Need & Background

We are required to file all patient care reports electronically with the Massachusetts Office of Emergency Medical Services. This project replaces older MDTs for that purpose and allows us to interface certain advanced life support medical equipment in the field.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
4	5	4	2023

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$25,000.00

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2027: _____

FY 2028: _____

TOTAL: \$25,000.00

Other Comments:

This is year one (1) of a three (3) year technology upgrade project.

Department Fire & Rescue

Requested By: Chief Richard J. Pauley, Jr.

Project Description & Objectives

Replacement of 4" diameter hose and attack hose

Project Need & Background

This is needed to ensure reliable hose for fire suppression purposes. All the hose inventory is tested annually for ensure safety and reliability. This project allows us to replace hose that has either failed its annual testing or otherwise no longer serviceable

Priority #	of Projects Submitted	Priority #	for Fiscal Year
5	5	5	2023

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$12,000.00

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2027: _____

FY 2028: _____

TOTAL: \$12,000.00

Other Comments:

Empty box for other comments.

Department Fire & Rescue

Requested By: Chief Richard J. Pauley, Jr.

Project Description & Objectives

Duty truck replacement (Squad 80).

Project Need & Background

This vehicle will have 100,000 miles on it by 7/2024 and will need to be replaced due to age, mechanical condition and corrosion issues. This truck is used daily by personnel responding to emergencies, service calls, inspections and also tows the Department boat(s) and UTV.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
1	4	1	2024

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular standard of transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: _____

FY 2024: \$58,000.00

FY 2025: _____

FY 2026: _____

FY 2027: _____

FY 2028: _____

TOTAL: \$58,000.00

Other Comments:

Empty box for other comments.

Department Fire & Rescue

Requested By: Chief Richard J. Pauley, Jr.

Project Description & Objectives

Replace Medical/Rescue Equipment

Project Need & Background

This project will replace medical equipment such as automated external defibrillators, stair chairs, rescue stokes and update the ambulance stretchers as needed. This is year one (1) of a three (3) year project.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
2	4	2	2024

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: _____

FY 2024: \$20,000.00

FY 2025: _____

FY 2026: _____

FY 2027: _____

FY 2028: _____

TOTAL: \$20,000.00

Other Comments:

Empty box for other comments.

Department Fire & Rescue

Requested By: Chief Richard J. Pauley, Jr.

Project Description & Objectives

Purchase replacement mobile data terminals (MDTs) and technology upgrades

Project Need & Background

We are required to file all patient care reports electronically with the Massachusetts Office of Emergency Medical Services. This project replaces older MDTs for that purpose and allows us to interface certain advanced life support medical equipment in the field.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
3	4	3	2024

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$25,000.00

FY 2024: \$25,000.00

FY 2025: _____

FY 2026: _____

FY 2027: _____

FY 2028: _____

TOTAL: \$25,000.00

Other Comments:

This is year two (2) of a three (3) year technology upgrade project.

Department Fire & Rescue

Requested By: Chief Richard J. Pauley, Jr.

Project Description & Objectives

Replacement of 4" diameter hose and attack hose

Project Need & Background

This is needed to ensure reliable hose for fire suppression purposes. All the hose inventory is tested annually for ensure safety and reliability. This project allows us to replace hose that has either failed its annual testing or otherwise no longer serviceable

Priority #	of Projects Submitted	Priority #	for Fiscal Year
4	4	4	2024

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$12,000.00

FY 2024: \$13,000.00

FY 2025: _____

FY 2026: _____

FY 2027: _____

FY 2028: _____

TOTAL: \$13,000.00

Other Comments:

Empty box for other comments.

Department Fire & Rescue

Requested By: Chief Richard J. Pauley, Jr.

Project Description & Objectives

Replace Ambulance 99

Project Need & Background

Ambulance 99 is a 2018 Ford model that will have over 120,000 miles on it at the estimated time of it's replacement. It is one of the most utilized vehicles in the fleet and needs to be replaced because of wear and tear.

Priority # of Projects Submitted Priority # for Fiscal Year

1

4

1

2025

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: _____

FY 2024: _____

FY 2025: \$365,000

FY 2026: _____

FY 2027: _____

FY 2028: _____

TOTAL: \$365,000.00

Other Comments:

It is imperative that we replace this ambulance in order to maintain the same quality level of emergency medical services to the community. In addition, as a result of the previous two years (budget and accounting issues) we are now at least two years behind schedule with respect to ambulance replacements.

Department Fire & Rescue

Requested By: Chief Richard J. Pauley, Jr.

Project Description & Objectives

Replace Medical/Rescue Equipment

Project Need & Background

This project will replace medical equipment such as automated external defibrillators, stair chairs, rescue stokes and update the ambulance stretchers as needed. This is year two (2) of a three (3) year project.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
2	4	2	2025

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: _____

FY 2024: \$20,000.00

FY 2025: \$20,000.00

FY 2026: _____

FY 2027: _____

FY 2028: _____

TOTAL: \$20,000.00

Other Comments:

This project is year two (2) of a three (3) year project.

Department Fire & Rescue

Requested By: Chief Richard J. Pauley, Jr.

Project Description & Objectives

Purchase replacement mobile data terminals (MDTs) and technology upgrades

Project Need & Background

We are required to file all patient care reports electronically with the Massachusetts Office of Emergency Medical Services. This project replaces older MDTs for that purpose and allows us to interface certain advanced life support medical equipment in the field.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
3	4	3	2025

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$25,000.00

FY 2024: \$25,000.00

FY 2025: \$25,000.00

FY 2026: _____

FY 2027: _____

FY 2028: _____

TOTAL: \$25,000.00

Other Comments:

This is year three (3) of a three (3) year technology upgrade project.

Department Fire & Rescue Requested By: Chief Richard J. Pauley, Jr.

Project Description & Objectives

Re-coat/re-finish the Fire Station Apparatus Bay Floor

Project Need & Background

The fire station was built in 2008 and included a hard coat/durable floor in the apparatus bay. The floor is designed and installed specifically for "harsh" use and will be 17 years old in 2024-2025. In order to maintain its service life and durability it should be re-coated professionally.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
4	4	4	2025

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: _____

FY 2024: _____

FY 2025: \$90,000.00

FY 2026: _____

FY 2027: _____

FY 2028: _____

TOTAL: \$90,000.00

Other Comments:

[Empty box for other comments]

Department Fire & Rescue

Requested By: Chief Richard J. Pauley, Jr.

Project Description & Objectives

Replace Self-Contained Breathing Apparatus (SCBA) and bottles

Project Need & Background

The Department's inventory of Self-Contained Breathing Apparatus and associated equipment will be at its end of useful life and need to be replaced in accordance with National Fire Protection Association standards. This is equipment is critical life safety protective equipment for fire department personnel.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
1	3	1	2026

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: _____

FY 2024: _____

FY 2025: _____

FY 2026: \$65,000.00

FY 2027: \$65,000.00

FY 2028: _____

TOTAL: \$65,00.00

Other Comments:

This is year one (1) of a two (2) year project.

Department Fire & Rescue

Requested By: Chief Richard J. Pauley, Jr.

Project Description & Objectives

Replace Medical/Rescue Equipment

Project Need & Background

This project will replace medical equipment such as automated external defibrillators, stair chairs, rescue stokes and update the ambulance stretchers as needed. This is year three (3) of a three (3) year project.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
2	3	2	2026

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: _____

FY 2024: \$20,000.00

FY 2025: \$20,000.00

FY 2026: \$20,000.00

FY 2027: _____

FY 2028: _____

TOTAL: \$20,000.00

Other Comments:

This project is year three (3) of a three (3) year project.

Department Fire & Rescue Requested By: Chief Richard J. Pauley, Jr.

Project Description & Objectives

Replace Forestry 90 Chassis & Body

Project Need & Background

Forestry 90 is a 2007 Chevrolet 2500 series truck. It will be at the end of it's useful life with twenty (20) years on it and most likely significant mechanical issues and corrosion. The tank, pump and foam system will be able to be re-mounted on this new chassis.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
3	3	3	2026

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: _____

FY 2024: _____

FY 2025: _____

FY 2026: \$150,000.00

FY 2027: _____

FY 2028: _____

TOTAL: \$150,000.00

Other Comments:

[Empty box for other comments]

Department Fire & Rescue

Requested By: Chief Richard J. Pauley, Jr.

Project Description & Objectives

Replacement of 4" diameter hose and attack hose

Project Need & Background

This is needed to ensure reliable hose for fire suppression purposes. All the hose inventory is tested annually for ensure safety and reliability. This project allows us to replace hose that has either failed its annual testing or otherwise no longer serviceable

Priority #	of Projects Submitted	Priority #	for Fiscal Year
3	3	3	2027

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$12,000.00

FY 2024: \$13,000.00

FY 2025: _____

FY 2026: _____

FY 2027: \$14,000.00

FY 2028: _____

TOTAL: \$14,000.00

Other Comments:

[Empty box for other comments]

Department Fire & Rescue Requested By: Chief Richard J. Pauley, Jr.

Project Description & Objectives

Replace Self-Contained Breathing Apparatus (SCBA) and bottles

Project Need & Background

The Department's inventory of Self-Contained Breathing Apparatus and associated equipment will be at its end of useful life and need to be replaced in accordance with National Fire Protection Association standards. This is equipment is critical life safety protective equipment for fire department personnel.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
1	3	1	2027

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: _____

FY 2024: _____

FY 2025: _____

FY 2026: \$65,000.00

FY 2027: \$65,000.00

FY 2028: _____

TOTAL: \$65,000.00

Other Comments:

This is year two (2) of a two (2) year project.

Department Fire & Rescue

Requested By: Chief Richard J. Pauley, Jr.

Project Description & Objectives

Replace the Fire Prevention/Inspector's Car

Project Need & Background

The Fire Prevention/Inspector's car is utilized on a daily basis for inspections, meetings, training or emergency response. This vehicle will be nine (9) years old at the time of replacement and will have over 100,000 miles on it necessitating replacement.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
2	3	2	2027

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: _____

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2027: \$48,000.00

FY 2028: _____

TOTAL: \$48,000.00

Other Comments:

[Empty box for other comments]

Town of Wellfleet
Department of Public Works
Facilities, Equipment, DPW Projects
Capital Plan
Fiscal Year 2023



Department: Public Works

Requested By: Jay Norton, DPW Director

Project Description & Objectives

HVAC System upgrades at the Fire Department

Project Need & Background

Project consists of replacing HVAC components that have been malfunctioning, the \$80,000 was appropriated in FY 1 but the money was never programmed properly so we did not have access to the funds. There is also an opportunity for grant funding through the Green Communities Grant program.

Priority # 1 of Projects Submitted: 7 Priority # for Fiscal Year

Degree of Urgency (Check all that apply)

Priority of Function (Check all the apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$80,000

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2028: _____

FY 2029: _____

TOTAL: \$80,000

Other Comments:

Department: Public Works

Requested By: Jay Norton, DPW Director

Project Description & Objectives

HVAC System upgrades at the COA

Project Need & Background

Project consists of replacing HVAC condensing units and associated thermostats that have been malfunctioning

Priority # 2 of Projects Submitted: 7 Priority # for Fiscal Year

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$25,000

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2028: _____

FY 2029: _____

TOTAL: \$25,000

Other Comments:

Department: Public Works
Project Description & Objectives

Requested By: Jay Norton, DPW Director

Transfer Station Feasibility study

Project Need & Background

This project is intended to hire a site design professional experienced in Transfer Station operations and development. The intent of the study will focus on functionality, safety and efficiency for the present day and future opportunity for services. The Town of Dennis performed a similar study that resulted in significant improvements to service and safety of the facility.

Priority # 3 of Projects Submitted: 7

Priority # for Fiscal Year

Degree of Urgency (Check all that apply)

Priority of Function (Check all the apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$50,000

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2028: _____

FY 2029: _____

TOTAL: \$50,000

Other Comments:

Department: Public Works

Requested By: Jay Norton, DPW Director

Project Description & Objectives

Recreation bandstand and awning replacement at the pier

Project Need & Background

This project is intended to replace the failed awning at the bandstand with either a steel framed or wood framed structure.

Priority # 4 of Projects Submitted: 7

Priority # for Fiscal Year

Degree of Urgency (Check all that apply)

Priority of Function (Check all the apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$50,000

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2028: _____

FY 2029: _____

TOTAL: \$50,000

Other Comments:



The Dorchester Awning Company

9 Gallen Road
Kingston, MA 02364

(781)826-9001

(781)826-1628 - fax

Email: Awnings@DorchesterAwning.com

The DORCHESTER
Awning Company

*Awnings of Distinction
Since 1901*

Town of Wellfleet
Davis Walters/Becky Rosenberg
Kendrick Ave, Wellfleet, MA 02667

PROPOSAL

Date	Proposal No.
11/11/2019	24325

Customer Contact:	Ship To	
(508) 349-0314 774-072-25222 ?Davis becky.rosenberg@wellfle... Fax	Wellfleet Pier	
	Sales Rep.	ML

Item	Description	Total
401-00	<p>Initial estimate 11-2017 Updated 5-2018 Updated 11-2019 to remove Frame fabrication and just leave fabric top.</p> <p>Manufacture and Installation of a new awning canopy top fabric for an existing frame. Frame estimated at roughly 27'-3" wide x 19' deep.</p> <p>Fabric choice and color: Serge Ferrari 502 Series Flame Retardant Vinyl TBD</p> <p>Notes: Assumes the frame has been constructed in a manner that is consistent with common methods for attaching Fabric Canopies to an existing fixed frame structure. Assumes the frame is structurally sound enough to accept the fabric top. Town engineer is responsible to ascertain ability of the canopy frame to support the canopy top. Dorchester awning is not providing engineering services for this project. During significant wind events, it is still recommended to remove the canopy fabric until the winds pass, in order to minimize potential damage to the fabric. Any permitting required would be handled by the Town of Wellfleet, with input by Dorchester Awning.</p>	7,766.00T

Dorchester Awning Signature: _____ Date: _____

Customer Signature: _____ Date: _____

Subtotal \$7,766.00

Sales Tax (0.0%) \$0.00

Total \$7,766.00

IF YOU WISH TO PROCEED WITH THIS ORDER, PLEASE SIGN THE QUOTE AND RETURN IT TO US WITH A 50% DEPOSIT AND THE BALANCE IS DUE AT INSTALLATION.

Alterations or deviation from above specifications involving extra costs will become an extra charge over and above the estimate. There is no express or implied warranty or guarantee that the products or labor purchased will be weatherproof or result in weatherproof systems (awnings, tents, screens, etc. are by their nature not weatherproof). Agreements are contingent upon strikes, accidents, weather and/or delays beyond our control. Owners are to carry fire, tornado and other necessary insurance. Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and accepted, and authorization to do the work is provided. Unless authorized in writing, payment will be made as outlined above. Note: This proposal may be withdrawn by us if not accepted within 30 days.



**The DORCHESTER
Awning Company**

*Awnings of Distinction
Since 1901*

The Dorchester Awning Company

9 Gallen Road
Kingston, MA 02364
(781)826-9001
(781)826-1628 - fax
Email: Awnings@DorchesterAwning.com

Town of Wellfleet
Davis Walters/Becky Rosenberg
Kendrick Ave, Wellfleet, MA 02667

PROPOSAL

Date	Proposal No.
5/10/2018	20705

Customer Contact:	Ship To	
(508) 349-0314 774-072-25222 ?Davis becky.rosenberg@wellfle... Fax	Wellfleet Pier	
	Sales Rep.	ML&JW

Item	Description	Total
401-02	Initial estimate 11-2017 Updated 5-2018 Anticipation of this being a 2018-2019 project Removal and Disposal of old awning framework	1,800.00
401-00	Manufacture and Installation of a new awning canopy frame and fabric for stage-deck area. Frame will measure roughly 24'-3" wide x 16'-3" deep. Fabrication of a new heavy duty frame using five (5) vertical stanchions made from 4"x4" heavy gauge steel tube with welded on base plates. Two in the front corners and three along the back. Concrete footings will be poured at the location of the posts and the posts will be attached to the footings using expansion anchors. In addition the posts will be attached to the deck for added lateral support. The superstructure will be fabricated from a combination of 2"x2", 2" x 1" and 1"x1" hot-dipped galvanized steel tube formed into various truss structures. The front will be in the range of 17' high and will slope towards the back. Fabric choice and color: TBD Might need to add Prevailing wage.	23,375.00T

Dorchester Awning Signature: _____ Date: _____

Customer Signature: _____ Date: _____

Subtotal	\$25,175.00
Sales Tax (0.0%)	\$0.00
Total	\$25,175.00

IF YOU WISH TO PROCEED WITH THIS ORDER, PLEASE SIGN THE QUOTE AND RETURN IT TO US WITH A 50% DEPOSIT AND THE BALANCE IS DUE AT INSTALLATION.

Alterations or deviation from above specifications involving extra costs will become an extra charge over and above the estimate. There is no express or implied warranty or guarantee that the products or labor purchased will be weatherproof or result in weatherproof systems (awnings, tents, screens, etc. are by their nature not weatherproof). Agreements are contingent upon strikes, accidents, weather and/or delays beyond our control. Owners are to carry fire, tornado and other necessary insurance. Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and accepted, and authorization to do the work is provided. Unless authorized in writing, payment will be made as outlined above. Note: This proposal may be withdrawn by us if not accepted within 30 days.

Department: Public Works

Requested By: Jay Norton, DPW Director

Project Description & Objectives

Water refill stations in 4 locations (Library, Basketball courts at Mayo Beach, Town Hall and Marina)

Project Need & Background

In light of the new single-use plastic water bottle ban, the DPW has been working with the Wellfleet Recycling Committee to develop a project to install water refill stations around Town. There is an opportunity to identify grant funding for this project perhaps through Community Preservation Project funds. There has also been a donation of funds from Wellfleet SPAT and Nauset Disposal totaling \$4,000.

Priority # 5

of Projects Submitted: 7

Priority #

for Fiscal Year

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$20,000

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2028: _____

FY 2029: _____

TOTAL: \$20,000

Other Comments:

ReFill Wellfleet - Public Water Bottle Refill Stations
 Prepared by Wellfleet Recycling Committee
 October 30, 2019

- Indoor water bubblers/bottle refill stations were installed by the DPW in some town buildings including Town Hall and the Senior Center in 2018/2019. See link to model installed and photo below.

<https://www.globalindustrial.com/p/plumbing/drinking-fountains/water-refilling-stations/elkay-ezh2o-lzs8wslp-next-generation-water-bottle-refilling-station-wall-mount-gray>.



- When applying for a grant in January 2018 for the first outdoor refill station, we focused on the Most Dependable Fountains model 10485 WMSS. The Cape Cod National Seashore (CCNS) installed Most Dependable Fountains wall-mounted and pedestal models at the Salt Pond Visitor Center and at the CCNS ocean beaches. See information below that we submitted with our grant application.

ReFill Wellfleet Outdoor Wall-mounted Water Fountain with Bottle Refill	ReFill Wellfleet Outdoor Wall-mounted Water Fountain with Bottle Refill
Most Dependable Fountains 10485 WMSS Stainless Steel ADA Compliant Hi-Lo Fountain with Recessed Bottle Filler \$4,608	Most Dependable Fountains 10495 WMSS Stainless Steel ADA Compliant Bottle Filler & Drinking Fountain \$3,467
Proposed Location: Town Hall or Mayo Beach recreation area	Proposed Location: Town Hall or Mayo Beach recreation area
	
Pricing from www.plumbingsupply.com as of 12 January 2018	Pricing from www.plumbingsupply.com as of 12 January 2018

- When we received a \$2000 grant award, we looked for lower cost options. The DPW was upgrading the Baker's Field Recreation Building at the time of the grant award, and they were willing to cover the installation costs during the upgrade. We decided on the Elkay model LK4405BF priced at around \$2000, see link and photo below. We did not opt for water filtration


(our town water is great) or refrigeration. After the first year in operation, the Recreation Dept. staff wished we had opted for refrigeration, since the building is above grade and the water supply pipe is exposed. They also wished the unit included a bubbler, since summer campers and others didn't always have a water bottle in their hands. We noticed that the exterior of the unit was stained after one year, although we don't know if anyone has looked into cleaning options.

<https://www.globalindustrial.com/p/plumbing/drinking-fountains/water-refilling-stations/elkay-lk4405bf-single-level-wall-mount-outdoor-pedestal-fountain-with-water-refilling-station>



- During our Fall 2018 fundraising campaign, two organizations donated \$2000 each to sponsor two more refill stations. The same Elkay model used for the Recreation Bldg. has been purchased for the Harbormaster's building, but it has not been installed yet. The second unit has not been purchased, as specific location is still under consideration. We would like to obtain additional funding to install a pedestal model in the Town Hall area, see information below.

ReFill Wellfleet Outdoor Pedestal Water Fountain with Bottle Refill
<p>Most Dependable Fountains 10135 SMSS Stainless Steel Bottle Filler with Single Drinking Fountain \$3,827</p> 
<p>Pricing from www.plumbingsupply.com as of 12 January 2018</p>

ReFill Wellfleet Outdoor Pedestal Water Fountain with Bottle Refill and Pet Fountain
<p>Most Dependable Fountains 10155 WMSS Stainless Steel Bottle Filler with Drinking Fountain & Pet Fountain \$5,036</p> 
<p>Pricing from www.plumbingsupply.com as of 12 January 2018</p>

- Provincetown is way ahead of us and you should reach out to them too. According to a Provincetown Recycling Committee contact, their DPW budgets for one new refill station per year, and they have installed various models.
- We have also talked with a Martha's Vineyard group and they have sponsors lining up to install refill stations! They mentioned an app that people can use to locate public water refill stations, which is something we plan to follow up on also.

Wellfleet Commercial Single-Use Plastic Water Bottle Ban effective: September 1, 2021

What does it mean?

Effective on September 1, 2021, it shall be unlawful to sell non-carbonated, unflavored drinking water in single-use plastic bottles of less than one gallon in the Town of Wellfleet. General Bylaws, Section 49

We suggest that any remaining stock be donated to a local charity. Empty plastic water bottles can be recycled at the Wellfleet Transfer Station/Recycling Center.

Why ban plastic bottles?

- 57% of plastic beverage bottles sold in the U.S. in 2014 were plastic water bottles used once for an average of 12 minutes. (plasticoceans.org)
- Plastic water bottles take a minimum of 450 years to break down into smaller pieces, and stay in the environment forever. (wwf.org.au)

What sustainable alternative products can my business offer?

- Sell logo reusable stainless steel or glass water bottles or cups.
- Offer guests free chilled tap water to refill their reusables.
- Sell still water in aluminum cans or glass bottles.

What can we do to reduce plastic pollution?

Drink tap water! It's a greener, safer, cheaper alternative. And municipal water is well-regulated and stringently tested on a routine basis.

Offer free tap water and receive a colorful decal and a free listing on our new ReFill Cape Cod Google MAP.

Sign your business up today
wellfleetrecycles@gmail.com

THANKS!

ReFill Cape Cod is a regional project organized by Recycling Committee members and citizens from Eastham, Truro, Wellfleet

Cape Cod towns with bans: Brewster, Chatham, Dennis, Eastham, Falmouth, Harwich, Orleans, Provincetown, Sandwich, Wellfleet

decal



Google map



helpful websites

SustainablePracticesLtd.org is a Cape-based environmental advocacy organization, which initiated the Municipal and Commercial Plastic Bottle Bans on Cape Cod.
 FB: @sustainablepracticesltd

TakeCareCapeCod.org promotes plastic reduction through educational webinars, summits and creative messaging, promotes alternative products and provides funding for water refill stations.



Department: Public Works

Requested By: Jay Norton, DPW Director

Project Description & Objectives

Maintenance of outside bathrooms at Town Hall

Project Need & Background

Project consists of replacing floors and fixtures (sinks/toilets) with more efficient and safer controls

Priority # 6 of Projects Submitted: 7 Priority # for Fiscal Year

Degree of Urgency (Check all that apply)

Priority of Function (Check all the apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
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- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$20,000

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2028: _____

FY 2029: _____

TOTAL: \$20,000

Other Comments:

Department: **Public Works**

Requested By: **Jay Norton, DPW Director**

Project Description & Objectives

Installation of underground irrigation at Town Hall

Project Need & Background

Project consists of installing underground irrigation at Town Hall. The current lawn is maintained with a sprinkler that the DPW deploys in the summer.

Priority # **7** of Projects Submitted: **7**

Priority # for Fiscal Year

Degree of Urgency (Check all that apply)

Priority of Function (Check all the apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
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- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$5,000

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2028: _____

FY 2029: _____

TOTAL: \$5,000

Other Comments:

Colley Irrigation & Yardworks, INC

Box 848
Brewster, MA 02631 US
508-896-3810
jaredcolley@comcast.net
www.capecodirrigation.com

Estimate

ADDRESS

Town of Wellfleet
Town Hall

ESTIMATE # 1780

DATE 07/27/2021

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
		Estimate for Irrigation			
		1 Rain Bird Controller			
		1 Wireless Rain Sensor			
		2 12x24 Inch Valve Boxes			
		7 4" Spray Heads			
		16 Hunter I20 Rotor Heads			
		Drip Tubing			
		1" Poly-pipe			
		1" Backflow			
		5 1" Hunter Valves			
		1 1" Hunter Valve with Built in Filter			
		Wire			
		Fittings			
	Labor	Labor		4,500.00	4,500.00
		* All plumbing will be done by Town plumber.			

We look forward to working with you.

TOTAL

\$4,500.00

Accepted By

Accepted Date

UNITED

Construction & Forestry

(Rt. 20) 80 Southbridge Rd.
PO Box 578
North Oxford MA 01537
Phone: (508) 987-8786
Fax: (508) 987-3578

Rtes 6 & 136
PO Box 138
N. Swansea MA 02777

4 Sterling Rd
N. Billerica MA 01862

1620 Page Blvd (Rt 20)
Springfield MA 01104

88 Camelot Dr. #42
Plymouth MA 02360

October 1, 2021

Town of Wellfleet DPW
220 West Main St.
Wellfleet, MA 02667

United Construction & Forestry, LLC, is pleased to offer the following Budget quote for a new 2022 John Deere 544P 4WD Loader in accordance with the Sourcwell Contract per your requested specifications below.

In addition to the standard factory equipment, the loader also includes:

HD Deere wet sleeved turbo diesel, EPA FT4 certified emissions, 166 Net Peak HP, programmable auto-idle & auto-shutdown, under hood auto-regeneration exhaust filter & catalysts, hydraulically driven cooling fan w/auto-reversing fan speed, curved chrome exhaust stack, centrifugal pre-cleaner and environmental drains with fluid test ports
Cold start aids: Block heater, automatic glow plugs, and two 950 CCA batteries with master electrical disconnect switch, remote start battery terminals, cold weather hydraulic oil and DEF tank heater.

Inboard planetary drive axles with inboard wet disk brakes, brake retractors and axle cooling with filtration
Operator controlled manual hydraulic differential lock on front axle (floor or joystick actuated with automatic option
5-speed powershift transmission w/lock-up torque converter and dual mode automatic or manual shifting
Joystick loader control w/single lever control of boom & bucket functions, FNR transmission control, gear selection, quick-shift, proportional thumb roller for 3rd function hydraulics, 4th function hydraulics with extra lines to boom, continual auxiliary flow detent (through monitor), programmable joystick auxiliary buttons and throttle lock option
Factory-installed, speed programmable, automatic ride control system

20.5R25 L3 radial tires on 3 piece wheels with one spare tire mounted on rim

Full coverage front and rear fenders with mud flaps, left and right rear platforms and left side steps into cab

Standard-height loader arms with boom height control, bucket "return-to-dig" and "return-to-carry features"

Z-Bar parallel lift loader linkage w/416 (JRB-style) hydraulic quick-coupler (compatible w/Town's other attachments)

JRB 3.5 cubic yard HD general purpose bucket with bolt-on reversible edge (compatible w/town's other JRB loaders)

Roflex connect under pressure auxiliary hydraulic fittings mounted to loader arms

JRB 10' power angle broom with wet tank and in-cab switches (for tank and angle control) and Roflex couplers

Deere 96" carriage x 72" tine length HD forks (compatible w/town's other loaders with JRB style couplers)

Premium pressurized ROPS/FOPS cab with automatic temperature control system for heater, air conditioning & defroster, tinted glass, sun visor, rear view camera w/7" display monitor, heated/ventilated, high-back, leather/fabric heated/ventilated air ride suspension seat, windshield wipers/washers front and rear (intermittent type), Premium AM/FM/WB radio w/remote aux., USB ports & Bluetooth and dual oversize exterior remote powered heated mirrors

12/24 volt - 30 amp converter and 140 amp alternator and a "Low decibel" back-up alarm

5 lb. multi-purpose (ABC) dry chemical fire extinguisher (mounted in cab)

Premium exterior lights - All LED (work, travel, brake, front and rear directional lights) and engine compartment light
Whelen "4 corner" LED strobe lights mounted at roof corners with separate front and rear switches

Transmission side frame guards, front & rear bottom frame guards with sound package and loader mast side covers

Mounted SMV emblem, Lighted License Plate Bracket, Rear cast bumper/counterweight with rear hitch and locking pin

Operator's manual in print, part's & repair manuals on CD and JDLink remote telematics monitoring

12 months/unlimited hour full machine factory warranty, an additional 72 months (84 total) /up to 4,000 hours

powertrain & hydraulics factory extended warranty and a 3 year/10,000 hour factory warranty on boom & mainframes

Estimated cost for 2022 John Deere 544P loader with options above:	\$234,887.00
Estimated trade credit for Town's 2005 John Deere 544J loader:.....	(\$35,000.00)
Estimated budget cost after trade:	<u>\$199,887.00</u>

Estimated delivery of 10-12 weeks for loader and attachments upon receipt of Town's order .

*****Notes: This quote is for Town budget purposes only.** This budget and/or final quote will be updated by United Construction & Forestry when the Town requests a final bid quote (RFQ). Above price reflects Sourcewell Contract factory discount and other estimated dealer discounts for delivery on or around 7/1/2022.

United Construction & Forestry has 14 locations throughout the Northeast to serve your needs, for supplying parts and for providing service, with our closest store located in Plymouth, MA. United Construction & Forestry provides 90% of all John Deere repair and maintenance parts over the counter for immediate delivery at our branch locations. Special emphasis is placed on stocking those parts determined to be "critical", those which would keep a machine down and which can be replaced easily within two hours. For non-stocked machine down parts, John Deere's parts depot, located in Grimsby, Ontario, provides us with over 95% availability. These parts are provided overnight, through a special delivery arrangement and are available at each branch location by 8:30 A.M. the next business day.

We appreciate the opportunity to provide this budget proposal and being able to supply the Wellfleet DPW with this new 2022 John Deere 544P Loader. If there are any questions relative to this quotation, please call my cell at 508-989-2750, or Mike Cheney, Equipment Sales Manager, at 508-965-3733.

Sincerely,

Joe Huber
 Sales Representative
 United Construction & Forestry, LLC.
 508-989-2750



Department: Public Works

Requested By: Jay Norton, DPW Director

Project Description & Objectives

Replace 2012 One ton dump truck with sander and plow

Project Need & Background

Rolling stock replacement. This is to replace a 2012 One ton dump truck with sander and plow. The current truck has 61,292 miles on it. The dump body of the truck has multiple holes from rust and deterioration. The fuse panel is malfunctioning with a BCM (Body control model) issues. In addition, the exhaust system is constantly throwing code in addition to the o2 oxygen sensors. See attached photos

Priority # 2 of Projects Submitted: 2

Priority # for Fiscal Year

Degree of Urgency (Check all that apply)

Priority of Function (Check all the apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$85,000

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2028: _____

FY 2029: _____

TOTAL: \$85,000

Other Comments:



QUOTE

CUSTOMER

Contact Name: Jay Norton
 Company/Dept: Town of Wellfleet
 Street Address: 370 Coles Neck Rd
 City, State, Zip: Wellfleet MA 03667
 Phone: 508-349-0315 Cell 508-237-7503
 E-Mail: jay.norton@wellfleet-ma.gov

Date: September 28, 2021
 Valid for: _____
 Customer #: _____
 Contract: Budget
 Sales Rep: Jay Matisko

Vehicle:

CONTRACT LINE REFERENCE	LINE DESCRIPTION	UNIT PRICE	QTY.	EXTENDED PRICE
	Ford F550 XL 4WD Reg.Cab Chassis, 60" CA,145" WB		1	\$ 37,000.00
	Vinyl seats and Floors			standard
	Air Conditioning			standard
	AM/FM Radio with Hands Free Sync			standard
	UpFitter Switches			standard
	Estimated model increase			\$ 2,000.00
	Color: Green Gem			\$ 647.00
	Transmission PTO Provision			\$ 275.00
	XL Decor Group			\$ 216.00
	6.7L Power Stroke Diesel			\$ 9,138.00
	Engine Block Heater			\$ 98.00
	Operator Command Regen. Control			\$ 245.00
	Power Equipment Group			\$ 848.00
	Running Boards			\$ 314.00
	Electric Trailer Brk. Control			\$ 260.00
	19,500 Lb. GVW Upgrade			\$ 1,132.00
	Limited Slip Rear Axle w/ 4.88 Gear Ratio			\$ 353.00
	Snow Plow Prep. Pkg.			\$ 245.00
	Rear Traction Tires			\$ 186.00
	Spare Tire and Jack			\$ 343.00
	EQUIPMENT			
	3/4 Yard Dump Body Black body			\$ 9,295.00
	PTO Driven Central Hydraulic System For Dump and Plow			\$ 4,395.00
	Poly Fenders			\$ 925.00
	Manual Load Cover			\$ 475.00
	Plate Mounted Combo Ball / Pintle Hitch			\$ 595.00
	Trailer Plug			\$ 195.00
	Stainless Frame Mount Tool Box (Passenger Side)			\$ 695.00
	Diamond Meyer 9' snow plow with edge			\$ 5,795.00
	Whelen LED Hideaways (2) Front Amber			\$ 250.00
	Whelen LED Mini Lightbar Amber			\$ 945.00





Department: Public Works

Requested By: Jay Norton, DPW Director

Project Description & Objectives

MassDOT Rt 6/Main street intersection project

Project Need & Background

This project request is to allow the Town’s engineering consultant (Stantec) to continue services for the Rt 6/Main street intersection project.

Priority # 1 of Projects Submitted: 2 Priority # for Fiscal Year

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
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- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$30,000

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2028: _____

FY 2029: _____

TOTAL: \$30,000

Other Comments:

Jay Norton

From: McLaughlin, Jill <Jill.McLaughlin@stantec.com>
Sent: Monday, September 27, 2021 3:32 PM
To: Jay Norton
Subject: RE: July 1, 2022 - June 30, 2023

Hi Jay!!!

Sorry for the delay. It's my typical back to back meetings on Monday schedule!

Here's a rough estimate for design services:

July 2022 – June 2023

Monthly Design Schedule Updates - \$2,500

PS&E Submission August 2022 - \$16,400

Direct Expenses - \$6400

Total: \$25,300 + 20% ≈ \$30,000

The ROW acquisitions would likely come around this time so I would also recommend including that, but I don't have cost information to help with this unfortunately since I am not usually involved on that end. Craig Sheehan from MassDOT might have some cost information maybe, but I am not really sure.

Jill

Jill McLaughlin

Direct: (508) 591-4376



The content of this email is the confidential property of Stantec and should not be copied, modified, retransmitted, or used for any purpose except with Stantec's written authorization. If you are not the intended recipient, please delete all copies and notify us immediately.

From: Jay Norton <Jay.Norton@wellfleet-ma.gov>
Sent: Monday, September 27, 2021 11:14 AM
To: McLaughlin, Jill <Jill.McLaughlin@stantec.com>
Subject: July 1, 2022 - June 30, 2023

Hi Jill,

I think we talked about this in the past, and I know this is premature and hard to gauge – but do you have any idea what I should be budgeting for FY 23 for your services?

I'm assuming that I should also carry monies for the ROW acquisition process, depending on how the town deals with Main street....

Jay R. Norton
Acting DPW Director
Department of Public Works
220 West Main Street
Wellfleet, MA 02667
508-349-0315 Fax: 508-349-7085
jay.norton@wellfleet-ma.gov

Department: Public Works
Project Description & Objectives

Requested By: Jay Norton, DPW Director

Keller's Corner Erosion Control

Project Need & Background

Please see attached letter for additional information. Keller's corner is eroding at a high rate which is jeopardizing the roadway. This project is proposed to protect the road through means of shorefront stabilization. This request involves the engineering/permitting only - a request for funds for construction will be sought at a later date.

Priority # 3 of Projects Submitted: 3 Priority # for Fiscal Year

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
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- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$50,000

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2028: _____

FY 2029: _____

TOTAL: \$50,000

Other Comments: _____



TOWN OF WELLFLEET
Department of Public Works
220 West Main Street
Wellfleet, MA 02667

Jay R. Norton
DPW Director

Phone: 508-349-0315
Fax: 508-349-7085

October 1, 2021

Town Administration & Wellfleet Finance Committee
Attn: Mr. Charlie Sumner & Mr. Fred Magee
300 Main Street
Wellfleet, MA 02667

Re: Keller's Corner Engineering

Dear Mr. Sumner & Mr. Magee,

This letter is to provide background for the finance committee on the Capital Improvement Program request for Keller's Corner.

Keller's Corner

The CIP request for Keller's corner is for engineering/permitting only in the amount of \$50,000. The locus of the project is at 215 Kendrick Ave (Map 20 Parcel 31) and is situated immediately north of Wellfleet Harbor adjacent to the Wellfleeter Condominiums.



The existing conditions of the site consist of old concrete rubble from a previous sidewalk that dated back to the 1960s. There is an improved concrete seawall directly to the west as well as various groins to the east that protrude perpendicular into Wellfleet Harbor. These groins have failed and don't provide much protection to the shoreline or surrounding properties.

Based on GIS and DEP data, the landform on which Keller's corner exists is mapped as Coastal Dune, which is heavily protected under the Wetlands Protection Act, as well as the local Wellfleet Conservation By-law. However; based on a site inspection, it appears that the native material of the landform is more of a Coastal Bank deposit. Which carries less stringent regulations than a Coastal Dune.

The DPW regularly maintains this stretch of property, which heavily erodes each year – threatening the roadway, a major thoroughfare through Town. This request would involve hiring an engineer and a coastal geologist to navigate the Town through the process of designing a shorefront protection system that would provide more of a long-term solution to the ongoing maintenance. Based on Coastal Zone Management (CZM) shoreline change transects, this area erodes at approximately -0.13 FT/Year.



There is also an outfall to the east that acts as an overflow for the drainage system in Kendrick Ave. It is in need of repair and replacement and should be integrated into this project as it should be relocated onto Town property.

Any questions please feel free to contact the office at 508-349-0315.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jay R. Norton".

Jay R. Norton – DPW Director
Department of Public Works
Town of Wellfleet

Enclosures: n/a

Department: Public Works

Requested By: Jay Norton, DPW Director

Project Description & Objectives

MassDOT Rt 6/Main street intersection project

Project Need & Background

This project request is to allow the Town’s engineering consultant (Stantec) to continue services for the Rt 6/Main street intersection project.

Priority # 1 of Projects Submitted: 3

Priority # for Fiscal Year

Degree of Urgency (Check all that apply)

Priority of Function (Check all the apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
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- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$30,000

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2028: _____

FY 2029: _____

TOTAL: \$30,000

Other Comments:

Department: Public Works

Requested By: Jay Norton, DPW Director

Project Description & Objectives

Emergency projects preparedness

Project Need & Background

In the event of unforeseen circumstances, this line item will allow the DPW to respond to emergency projects such as roadway/drainage/culvert repairs, facility repairs, vehicle repairs or any other related emergency pertaining to DPW services. This will be a yearly appropriation to allow the DPW to respond immediately to situations to avoid impacting the fiscal year budget.

Priority # 2 of Projects Submitted: 3

Priority # for Fiscal Year

Degree of Urgency (Check all that apply)

Priority of Function (Check all the apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
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- New services: make possible a new service or increases convenience of an existing service.

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2023: \$50,000

FY 2024: \$50,000

FY 2025: \$50,000

FY 2026: \$50,000

FY 2027: \$50,000

FY 2028: _____

TOTAL: \$50,000

Other Comments:

CAPITAL IMPROVEMENT PLAN
Ten Year Projection 2022 - 2031
Wellfleet Elementary School

10 YRS.	FISCAL YEAR	ITEMIZATION	Line Item Estimate	TOTAL FY Capital Money
1	2022	<ul style="list-style-type: none"> Add a Fire Suppression System (Automatic Sprinkler System) 	1,200,000	1,200,000
2	2023	<ul style="list-style-type: none"> Exterior cladding (weathered cedar shingles) and trim Replace exterior front doors & preschool exterior door Replace computers/tech 	600,000 25,000 10,000	635,000
3	2024	<ul style="list-style-type: none"> Replace Playground Replace downspouts w/ white aluminum Replace computers/tech 	350,000 10,000 10,000	370,000
4	2025	<ul style="list-style-type: none"> Replace stall partitions in both student bathrooms (near library) Replace computers/tech in lab 	40,000 25,000	65,000
5	2026	<ul style="list-style-type: none"> Replace roof on original building (accelerated program) Replace computers/tech 	390,000 10,000	400,000
6	2027	<ul style="list-style-type: none"> Fuel Conversion (to high-efficiency propane boilers) Replace dishwasher Replace computers/tech 	300,000 16,000 10,000	326,000
7	2028	<ul style="list-style-type: none"> Replace/upgrade communication system Replace classroom faucets Gym Floor (strip, repaint, poly finish and repair wood as required) Replace computers/tech 	68,000 15,000 46,000 10,000	139,000
8	2029	<ul style="list-style-type: none"> Replace restroom plumbing fixtures & finishes in original building Replace exterior doors (Library) & balcony doors Replace computers/tech 	165,000 25,000 10,000	200,000
9	2030	<ul style="list-style-type: none"> Replace hallway carpet Replace computers/tech in lab 	45,000 25,000	70,000
10	2031	<ul style="list-style-type: none"> Replace computers/tech 	10,000	10,000

Unanimously approved by the WSC on 11/10/2020

TOWN OF WELLFLEET **FY 2025 Capital Improvement Request**

Department Wellfleet Elementary School
Project Description & Objectives

Requested By: Mary Beth Rodman, Principal

Replace stall partitions in both student bathrooms near the library.

Project Need & Background

The bathroom partitions are beginning to rust and the locks don't always function properly.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
1	2	1	2025

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
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- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2022: _____
FY 2023: _____
FY 2024: _____
FY 2025: \$40,000
FY 2026: _____
FY 2027: _____

TOTAL: \$40,000

Other Comments:

Department Wellfleet Elementary School
Project Description & Objectives

Requested By: Mary Beth Rodman, Principal

Replace the Wellfleet Elementary building's downspouts with white aluminum.

Project Need & Background

The Wellfleet Elementary School's downspouts are aging, clog easily, and will need to be replaced after the exterior cladding and trim are replaced.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
2	3	2	2024

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
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- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2022: _____
 FY 2023: _____
 FY 2024: \$10,000
 FY 2025: _____
 FY 2026: _____
 FY 2027: _____

TOTAL: \$10,000

Other Comments:

[Empty box for other comments]

Department Wellfleet Elementary School
Project Description & Objectives

Requested By: Mary Beth Rodman, Principal

Replace cedar shingle exterior cladding and repair trim work of the north, east, south, and west sides of Wellfleet Elementary School.

Project Need & Background

The cedar shingle cladding and trim work of Wellfleet Elementary School are over 30 years old. The exterior cladding and wooden trim have weathered, rotted, and deteriorated due to age, wind, and salt.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
1	3	1	2023

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
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- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2022: _____
 FY 2023: _____ \$600,000 _____
 FY 2024: _____
 FY 2025: _____
 FY 2026: _____
 FY 2027: _____

TOTAL: _____ \$600,000 _____

Department: Wellfleet Elementary School

Requested By: Mary Beth Rodman, Principal

Project Description & Objectives

Replace exterior lobby doors, Recreation Department doors, and Montessori Preschool doors at Wellfleet Elementary School.

Project Need & Background

The rusted and weathered exterior doors with better performing units.

Priority #

of Projects Submitted

Priority #

for Fiscal Year

2

3

2

2023

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
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- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2022: _____

FY 2023: \$25,000

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2027: _____

TOTAL: \$25,000

Other Comments:

Empty box for other comments.

Department _ Wellfleet Elementary School

Requested By: Mary Beth Rodman, Principal

Project Description & Objectives

Wellfleet Fire Chief Richard Pauley directed the Wellfleet School Committee and building principal to install a building fire suppression system. The system should have been installed in the early 1990s when the addition of the school was constructed. The system will detect fires at the beginning stages through heat, smoke, and other warning signals. The fire suppression system will be attached to WES's alarm system and will alert the fire station and the system will automatically release water to extinguish the fire after the detection and/or alert. Fire suppression systems are governed by the codes under the National Fire Protection Association.

Priority # of Projects Submitted Priority # for Fiscal Year
1 1 1 2022

Degree of Urgency (Check all that apply)

- [X] Legislation: required by state or federal legislation regulation
[X] Hazard: removes an obvious or potential hazard to public health or safety
[] Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
[X] Standard of Service: maintains or provides existing standard of service
[] Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
[] Increased Service: expands or increases a service or improves a standard of service
[] New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- [X] Protection of persons and property: police, fire, rescue, inspection, etc.
[X] Environmental health: water, sewer, sanitation, public health, etc.
[X] Heritage and cultural: education libraries, etc.
[] Housing: public housing, etc.
[] Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
[X] Recreation: parks, athletic programs, etc.
[X] General government: office facilities, central services, etc.

Projects Costs by Year

FY 2022: \$1,200,000
FY 2023:
FY 2024:
FY 2025:
FY 2026:

**Department Wellfleet Elementary
Project Description & Objectives**

Requested By: Mary Beth Rodman, Principal

Design & build a playground for ages 5 – 12 at the Wellfleet Elementary School.

Project Need & Background

The goal is to design and construct an outdoor playground environment that is accessible for all children ages 5 - 12 and encourages play, creativity, exploration, and well-being. The playground will be utilized by Wellfleet Elementary School students during school hours and will be available to the Community after school hours (i.e. weekends, holidays, vacations). The previous structure was approximately 30 years old and was demolished in summer 2020 at the recommendation of the Wellfleet Fire Department due to its deterioration.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
1	3	1	2024

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town’s economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2022: _____

FY 2023: _____

FY 2024: _____ **\$350,000** _____

Department Wellfleet Elementary School
Project Description & Objectives

Requested By: Mary Beth Rodman, Principal

Replace roof shingles on the original building (accelerated program).

Project Need & Background

The original building has architectural shingles with a 20-25 year life expectancy. Provide ridge venting and replace all necessary flashing. Coordinate with exiting lightening protection.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
1	2	1	2026

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2022: _____

FY 2023: _____

FY 2024: _____

FY 2025: _____

FY 2026: \$390,000

FY 2027: _____

TOTAL: \$390,000

Other Comments:

Department Wellfleet Elementary School
Project Description & Objectives

Requested By: Mary Beth Rodman, Principal

Technology

Project Need & Background

Replacement of technology is a central service in tan educational setting. Students must become proficient in digital literacy in a globally connected world. Devices and infrastructure must be up-to-date to support connectivity, and access instructional digital platforms, assessments, and yearly high stakes testing/state testing (MCAS).

Priority #	of Projects Submitted	Priority #	for Fiscal Year
3	3	3	2023

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town’s economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2022: _____

FY 2023: _____ \$10,000 _____

FY 2024: _____

FY 2025: _____

FY 2026: _____

FY 2027: _____

Department Wellfleet Elementary School
Project Description & Objectives

Requested By: Mary Beth Rodman, Principal

Technology

Project Need & Background

Replacement of technology is a central service in tan educational setting. Students must become proficient in digital literacy in a globally connected world. Devices and infrastructure must be up-to-date to support connectivity, and access instructional digital platforms, assessments, and yearly high stakes testing/state testing (MCAS).

Priority #	of Projects Submitted	Priority #	for Fiscal Year
3	3	3	2024

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town’s economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
- Heritage and cultural: education libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street construction and maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2022: _____

FY 2023: _____

FY 2024: _____ \$10,000 _____

FY 2025: _____

FY 2026: _____

FY 2027: _____

**Department Wellfleet Elementary School
Principal**

Requested By: Mary Beth Rodman,

Project Description & Objectives

Technology

Project Need & Background

Replacement of technology is a central service in tan educational setting. Students must become proficient in digit literacy in a globally connected world. Devices and infrastructure must be up-to-date to support connectivity, ar access instructional digital platforms, assessments, and yearly high stakes testing/state testing (MCAS).

Priority #	of Projects Submitted	Priority #	for Fiscal Year
2	2	2	2025

Degree of Urgency (Check all that apply)
apply)

- Legislation: required by state or federal legislation property: regulation etc.
- Hazard: removes an obvious or potential hazard to sewer, public health or safety
- Efficiency: replace equipment or facility that is education obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service construction and
- Economic Advantage: directly benefits the Town’s economic base by increasing property values or other revenue potential
- Increased Service: expands or increases a service or facilities, improves a standard of service
- New services: make possible a new service or increases convenience of an existing service.

Priority of Function (Check all the

- Protection of persons and police, fire, rescue, inspection,
- Environmental health: water, sanitation, public health, etc.
- Heritage and cultural: libraries, etc.
- Housing: public housing, etc.
- Pedestrian and vehicular transportation: street maintenance, parking etc.
- Recreation: parks, athletic programs, etc.
- General government: office central services, etc.

Projects Costs by Year

Department Wellfleet Elementary School
Project Description & Objectives

Requested By: Mary Beth Rodman, Principal

Technology

Project Need & Background

Replacement of technology is a central service in an educational setting. Students must become proficient in digital literacy in a globally connected world. Devices and infrastructure must be up-to-date to support connectivity, and access instructional digital platforms, assessments, and yearly high stakes testing/state testing (MCAS).

Priority #	of Projects Submitted	Priority #	for Fiscal Year
2	2	2	2026

Degree of Urgency (Check all that apply)

- Legislation: required by state or federal legislation regulation
- Hazard: removes an obvious or potential hazard to public health or safety
- Efficiency: replace equipment or facility that is obsolete, or would be too costly to repair or maintain and better utilizes existing standard of service
- Standard of Service: maintains or provides existing standard of service
- Economic Advantage: directly benefits the Town's economic base by increasing property values or other revenue potential
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Priority of Function (Check all the apply)

- Protection of persons and property: police, fire, rescue, inspection, etc.
- Environmental health: water, sewer, sanitation, public health, etc.
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- Recreation: parks, athletic programs, etc.
- General government: office facilities, central services, etc.

Projects Costs by Year

FY 2022: _____

FY 2023: _____

FY 2024: _____

FY 2025: _____

FY 2026: \$10,000

FY 2027: _____

Charles Sumner

From: James Nowack <nowackj@nausetschools.org>
Sent: Thursday, October 7, 2021 11:32 AM
To: Charles Sumner
Subject: Wellfleet Elementary Capital Plan

Hi Charlie,

Just a heads up, when you asked Mary Beth for her capital plan she gave you last years because that was the last plan approved by the School Committee. She and I will bring an updated plan to the School Committee Tuesday evening for their approval. The biggest changes are the FY22 Fire Suppression for \$1,200,000 was never appropriated (lost in the town shuffle). However we did bid it last year and we received two bids at \$1,693,000 and \$2,240,800 that were not accepted, so we will be moving that project to FY23 for \$2,000,000. Then we will move Exterior cladding and trim from FY23 to FY24 and increase it to \$800,000 (not sure that's enough). The reason is not to have two large projects in the same year and currently no one has cedar shingles and most lumber yards aren't even taking additional orders. If the School Committee approves the capital plan Mary Beth or I will forward it to you Wednesday 10/13/2021.

Thank you,

--

Jim Nowack
Assistant Director of Finance and Operations
Nauset Regional School District
(508) 255-8800 x7011

To: Selectboard
From: Charles L. Sumner, Interim Town Administrator &
Rebecca Slick, Assistant Town Administrator
Subject: Weekly Report
Date: December 2, 2021

The following is a summary of activities in the Town Administrator's Office for the period of November 19, 2021, through December 2, 2021.

1. Health, Conservation & Building Departments:

- a. Hilary Lemos, our Health and Conservation Agent provided notice for a public workshop on the Low Laying Road project for Wednesday, December 8, 2021, at 4:00PM. The purpose of the meeting is to obtain public input to decide which roads will be evaluated for improvements, educate the public about coastal flooding, demonstrate new tools that show risks to our community, and to hear from the Cape Cod Commission and the Woods Hole Group about climate change in Wellfleet.
- b. Hilary is also working with Town Counsel to develop draft legal agreements for those citizens that might be interested in installing enhanced I/A septic systems via the \$250,000 appropriation provided at the 2021 Annual Town Meeting.
- c. Our new Building Inspector, James Badera started work on Wednesday, December 1, 2021. Victor Staley will continue to aid as an alternate inspector as we catch up with the backlog in this department.

2. Procurement & Contracts:

- a. Water Rate Study – We signed a contract with Doug Gardner from Pioneer Consulting in the amount of \$9,750 in order to undertake a water rate study for the Wellfleet water operations.
- b. The contract with Richard White from Giroux-White Consulting for the Town Administrator Search process has been executed; and Mr. White started the initial phase of interviewing our department heads this past week. He will be expanding this work to include some community leaders and stakeholders.
- c. Coles Neck Water Main Replacement Project – We issued a notice to proceed letter to Dig It Construction from South Dennis, Ma on November 29, 2021. We will most likely have a draft work schedule within a few weeks.
- d. The Wellfleet DPW did receive a Recycling Dividends grant award in the amount of \$10,800 through the Massachusetts Sustainability Materials Recovery Program. These monies will be used to maximize reuse, recycling, and waste reduction.

3. Financial Update:

- a. Town Treasurer – As you already know Miriam Spenser resigned effective November 30, 2021. As of December 1, 2021, I have appointed Mary McIsaac to serve as the Interim Town Treasurer. We are working to identify some other professional to assist in this area. We have advertised for the permanent position with a deadline of December 13, 2021. I would like to acknowledge the cooperation from Miriam as we transitioned over the past few weeks.
- b. FY2023 Operating Budget – I have hired Judy Sprague to provide additional assistance in the Town Accountant's Office over the next few months. The immediate need will be to assist

with the development of the initial FY2023 Town Operating Budget. We all received some training on the VADAR Systems budget module this week. We sent out the initial budget request forms to department heads during the week of November 22 and have already held a few schedule budget review meetings this past week. Additionally, we have already started with the development of the warrant for the 2022 Annual Town Meeting.

- c. FY2021 Annual Town Audit – The firm of Sullivan & Powers, Inc. was scheduled to start the Town’s audit for FY2021 on December 13, 2021, however with due to recent staffing issues we have postponed the audit until the middle of January 2022.
- d. Reserve Fund Transfers- I have submitted 2 reserve fund transfers to the Finance Committee for the Property and Liability Insurance (\$17,042.83) and TA Search Consulting Services (\$7,920.00).

***Wellfleet Selectboard
With
Wellfleet Board of Health
Wednesday November 17, 2021; 5:30pm
Virtual Meeting ~ Zoom
Meeting Minutes***

Members Present: Ryan Curley, Chair; Michael DeVasto, Vice Chair; Janet Reinhart, Helen Miranda Wilson; John Wolf

Others Present: Rebekah Eldridge; Executive Assistant; Ken Granlund; Board of Health Chair; Janet Drohan, Board of Health Member; Nick Picariello, Board of Health Member;

Chair Curley called the meeting to order at 5:32pm

Covid-19 update

- The board of health will discuss numbers and possible new testing sites that will be available to the Wellfleet and surrounding towns.
- They will also discuss a mask order for the Town of Wellfleet
- Granlund asked Lemos to give an update on the Covid Cases for the town of Wellfleet. She gave an update with 11 active positive cases in town giving the town a 7.9% increase. She continued stating the cases in Barnstable County are climbing and continue to climb. She stated right now they are above the state average. She also gave vaccination rates for the town stating that 58% of Wellfleet are fully vaccinated.
- She continued stating that she feels they should move on from the percentage rate to how the virus is being transmitted and what they can do moving forward.

- Lemos shared her screen which showed a map of the positive cases around Barnstable County, and she explained that Wellfleet is one of the highest positive rates in the county. Picariello asked Lemos if there was a way to get an announcement out to residents and visitors who are coming into Wellfleet for Thanksgiving to update them and inform them that our positive rates are high, and they need to be aware.
- The Board continued to discuss the personal responsibility of residents when gathering, wearing masks and educating the public.

- They continued to discuss with the Selectboard the need to mandate mask wearing. Chair Curley expressed his feelings on going from a mask mandate and lifting it every two weeks. He stated that a mask mandate needs to be set for a period of time more than two weeks. He stated it was unrealistic to ask residents and visitors every two weeks to wear a mask and then not have to wear a mask. Wilson spoke to the board and expressed that with the weather getting colder, people will be gathering indoors. She stated she agreed with Curley that they shouldn't continue to "flip Flop" with the mask mandate.

- Drohan spoke to the boards and explained how they have been making decisions regarding the masks. She continued stating they base their decisions on science and the numbers that they get from the county and the town. She continued, asking how both of these boards can get the information to the residents so they are able to make the right decisions regarding masks.
- Chief Hurley spoke to the boards and stated that from the public safety standpoint there is so much more mental health issues, substance abuse issues and having the mask on mask off mandates he feels may be contributing to some of these issues and anxiety. He gave examples to the board of residents becoming angry and confrontational with each other.
- They continued to discuss data and science and the need for masks, Chair Curley stated he feels they shouldn't be basing these mandates for two weeks rather than four weeks.
- Lemos was asked to give the last months data to compare the numbers.
- Children being vaccinated was discussed and the reality of people testing themselves after they have been at events inside and out.
-
- The Board moved on to the letter written by Chair Curley regarding the mask mandate and discussed each paragraph and the language that needed to be changed.
- Granlund stated his concern for issuing a mask mandate and made it very clear that he didn't want to put one in place until they see the Covid numbers for after Thanksgiving. He continued that he didn't want to go back to the Selectboard every time they had to revisit the mask issues. Chair Curley stated that's what needed to happen.

Board Member Wilson Moved; Board Member Wolf Seconded; and it was voted to approve the mask mandate letter as amended at this meeting.

Roll Call Vote: 3-0-1 (Reinhart abstained)

Chair Curley Moved, Board Member Wilson Seconded; and it was voted to adjourn the Selectboard Meeting.

Roll Call Vote: 4-0

Meeting Adjourned at 6:42pm

**Wellfleet Selectboard
Virtual Meeting ~ Zoom
Tuesday November 23, 2021; 6:00pm
Meeting Minutes**

Members Present: Ryan Curley, Chair; Michael DeVasto (joined meeting at 6:20pm), vice chair; Janet Reinhart, Helen Miranda Wilson, John Wolf

Others Present: Charlie Sumner, Town Administrator; Rebekah Eldridge, Executive Assistant; Michael Hurley, Police Chief; Elaine McIlroy; Member of the 95 Lawrence Road Task Force; Harry Terkanian, Member of the 95 Lawrence Road Task Force, Kathleen Bacon, Member of the 95 Lawrence Road Task Force; Jeanne Maclauchlan, Principal Clerk; Gary Sorkin, Member of the 95 Lawrence Road Task Force; Manishaben Marfatia, Wellfleet Wine & Spirits; Steve DiGiavanni, Trailside Dinning; Richard White, Town Administrator Search Consultant;

Chair Hurley called the meeting to order at 6:01pm

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.

Reinhart stated she would like to congratulate the town of Wellfleet for recycling as the town is listed as being 7th out of 15 towns that recycle, and they recycle a lot in the state.

Chair Curley announced that the school committee is looking to fill the seat as soon as possible he encouraged anyone to step forward and apply with the town.

II. *Consent Agenda*

A. To accept the appointment of Building Inspector James Badera~ Interim Town Administrator Charles Sumner

B. Appointment of Victoria Solomon ~ Wellfleet Cultural Council

C. Appointment of Timothy Curley-Egan ~ Wellfleet Historical Commission

D. Appointment of Elizabeth McDonald ~ Wellfleet Open Space Committee

Chair Curley Moved that there were no objections and all items on the consent agenda have been approved.

III. *Covid-19 Updates*

A. Eldridge reported to the board on behalf of the Health Agent, there are currently 12 active cases in the town and the results of the thanksgiving testing will not be received until the following night.

IV. Public Hearings

Maclauchlan explained that the extension is allowable, but the hearing was posted for 7pm so they needed to wait to make sure all applicants were on the meeting. Chair Curley opened the public hearing at 7:34pm

- A. Extend liquor License ~ Wellfleet Wine & Spirits ~ Manishaben Marfatia**
Marfatia who is the new owner of Wellfleet Wine & Spirits was on the call and introduced himself to the board. Explaining that he is a new owner and just opened the liquor store and would like the opportunity to bring in some revenue over the Thanksgiving and Christmas holidays. Reinhart had some comments about small local businesses around Wellfleet. It was asked of him if his intention would be to obtain a year-round license. He stated eventually yes, he would like to have a year-round license. The board discussed with him his intentions.

Chair Curley Moved; Board Member Wilson Seconded and it was voted to approve the extension of Wellfleet Wine and Spirits Liquor License to January 15, 2022.

Roll Call Vote: 5-0

- B. Extend liquor License to January 15, 2022, ~ New Fleet Corporation**
DiGiovanni explained that he would like to extend his license so he would be able to hold holiday parties. Wilson asked him if he was familiar with all the rules and regulations of the towns charter and bylaws. He explained that yes he is aware of them and is prepared to follow them. Reinhart asked if he owned the property. He explained that yes he owned the property and the restaurant and is looking for staff to run as a year round restaurant in 2022. Reinhart asked him if he was aware of the complaints that they received concerning the parking and pedestrians crossing route 6. She stated he and their staff need to be mindful of the traffic. He explained to the board that he has met with the fire chief and the Police lieutenant, to figure out parking plans and safety. They discussed this application and the ability to hold parties on the property at great length including Chief Hurley in the conversation.

Board Member DeVasto Moved; Board Member Wilson Seconded and it was voted to extend the liquor license of New Fleet Corporation to January 15, 2022.

Roll Call Vote: 3-1-0 (Reinhart voted no; Curley abstained)

- C. 2022 Seasonal Population Increase ~ ABCC**

Maclauchlan explained what this seasonal increase was. She stated Wellfleet has been the same for years and she feels it is a little lower than it should be. She stated it wouldn't do anything for the seasonal restaurants but could potentially give the town another year-round package store. The Board needs to vote the ABCC's determination. It was asked if the seasonal population was just homeowners, or did it include hotels and rentals. Maclauchlan stated she feels it should be higher. It has been 30,000 for years. Reinhart asked what it would

take to raise it, Maclauchlan explained the board just has to vote on a number and she can change it in the form. DeVasto stated he didn't feel he had the data he needed to change that number right now. They discussed changing this number and if it should be changed. It was decided that the board agreed it should be higher.

Chair Curley Moved; Board Member Wolf Seconded; and it was voted to approve the 2022 Seasonal Population Increase estimation provided by the commonwealth of Massachusetts alcoholic beverage division.

Roll Call Vote: 5-0

V. *Appointments*

A. New Hire for the Police Department ~ Chief Hurley *Chair Curley took this out of order as the new police officer was catching a flight*

Board Member Reinhart Moved; Board Member Reinhart Seconded; and it was voted to approve the appointment of full-time police officer Eric F. Daley subject to a successful acceptance and subsequent completion of the Massachusetts Police Training Academy.

Roll Call Vote: 4-0

Chief Hurley thanked the board and expressed his excitement for hiring this officer.

B. Appointment of John Tansey ~ Wellfleet Shellfish Advisory Board ~ **Tansey removed his application.**

VI. *Use of Town Property*

A. Mac's at the Pier

Chair Curley asked if Sumner would present this agreement to the board. He explained that he has had many conversations with Mac and the board has seen this agreement in the past and has been reviewed by town counsel to begin January 1, 2022. He stated he thinks it would be fair for Mac Hay to look at this and if there were any issues, he would have time to state them and then have the issues rectified. The picnic tables were discussed, along with trash containers and the walk-in cooler. The price for the use was discussed.

Mac was not on the call at this point for questioning.

The board discussed this agreement at great length and in great detail.

Wilson expressed her concern for insurance and the importance of making sure that all parties were notified. She continued stating that this property is not just for Mac's use, it is a town owned property, so anyone is allowed to use it.

The number of tables on the property were discussed and Chair Curley noted that he didn't want as many picnic tables at the property and wanted to reduce it. Reinhart stated she wanted to wait on the vote, so she has the chance to go down and look how the tables work in the space. They continued discussing the number of tables and who owns the tables that are there. DeVasto stated he felt the board should keep the tables at the current number and when Mac is able to join the meeting they could discuss and possibly change the number of tables at the pier.

Board Member DeVasto Moved; Board Member Wolf Seconded; and it was voted to approve the agreement with Mac's at the Pier as amended with a limit of 14 picnic tables.

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

- B.** Town Hall Front Lawn ~ Wellfleet Chamber of Commerce ~ December 11, 2021

Chair Curley took this before Mac's at the Pier, Reinhart asked if they understood that they would need to be wearing masks. Eldridge explained that Lemos stated to them that they needed to wear masks if they were less than six feet apart even though they were outside.

Board Member Reinhart Moved; Board Member Wilson Seconded; and it was voted to approve the use of the front lawn located at town hall for the annual Tree Lighting and Sing Along on December 11, 2021 for a fee of \$110 and shall comply with any and all conditions set by the department heads.

Roll Call Vote: 5-0

VII. *Finance Workplan*

- A.** Charlie Sumner will update the board on the continuing financial workplan and the 2022 tax rate.

Sumner gave an update that the finance team and he have been working with the department of revenue and the tax bills for 2022 went out on November 18, 2021; and need to be paid and returned December 20, 2021.

He informed the board that Miriam Spencer the current town treasurer has given her notice and her last day will be December 1, 2021. He informed the board that he will ask Mary McIsaac one of the interim town accountants has a lot of experience being a town treasurer so he will appoint her to be the interim town treasurer. He also stated he would like to fill this position sooner rather than later so that the person they hire can work and train under both Mary and Lisa. He continued stating the finance team met with a member of the DOR on the 15th of November who is helping him with the financial forecast which will look out a five-year window for the town.

He stated to the board that he has hired an interim accountant Judy Sprague who has a lot of experience with municipal accounting.

The auditors will be coming to town hall on December 15, 2021; he gave his expectations of the audit to the board and explained there is a zoom meeting set up with Powers and Sullivan to discuss what needs to be done and when.

He continued giving his update on the town's finances and who he meets with on a regular basis to help the town move through the issues that they are currently working through.

VIII. Business

A. Introduce Richard White, Consultant for the TA Search Process ~ Mr. White will give a presentation to the board explaining his process and timeline. White introduced himself to the board and explained who he is and how he works as a consultant for the town. He gave the board a timeline of the search and explained that the fit for the town is extremely important. He went into detail explaining that he would like to meet with the department heads to discuss with them what they are looking for in a town administrator. He explained he would like to do that right after Thanksgiving. He also explained that he would like to meet with 10-12 community leaders so that he can have three in depth perspectives from different groups. He discussed how he would advertise and in working with the Selectboard he will put together a job description. He explained to the board how he will work with the Town Administrator screening committee and stated that they will work closely. He continued explaining the process and how he proceeds. The board had some questions and discussion with White.

B. Approval of TA Search Consultant Contract

Sumner stated to the board that there were three proposals and White was the only response to the proposal request. He stated he had known White for a long time and was pleased with his work in Provincetown.

Board Member Wilson moved; Board Member Wolf Seconded; and it was voted to approve the contract agreement with Richard White for consulting services for the recruitment and selection of a town administrator for the town of Wellfleet in the amount of \$9,920.00 and as otherwise printed in the draft contract.

Roll Call Vote: 5-0

C. 95 Lawrence Road Presentation ~ *Chair Curley took this out of order and asked the task force to begin their presentation at 6:30pm.*

McIlroy began the task forces presentation stating that there were three developers that submitted bids for the affordable housing project at 95 Lawrence Road. They as a group decided the best developer for the job was POAH/CDP they filled all the "boxes" for the committee.

There was a power point presentation that was shared with the board and public explaining the process and how the committee came to the final decision.

Eldridge screen shared the presentation, and the committee took the board and public through each slide explaining them. They discussed the project with the board. The presentation lasted about 30 minutes and the board had some questions and comments which they discussed and the Selectboard thanked the task force for the hard work that they put into this project and the research they all did.

The board and task force discussed the project at great length and if there could be small changes made to the plans or if these plans were set in stone. They can be slightly changed once the developer gets started. Public transportation was discussed.

Board Member DeVasto Moved; Chair Curley Seconded; and it was voted to accept the recommendation of the 95 Lawrence Road Task Force to select POAH/CDP to develop the rental housing at 95 Lawrence Road Wellfleet MA 02667.

Roll Call Vote: 5-0

D. Letter to the County regarding use of ARPA funds

Chair Curley explained this letter is to the delegates to express how the town would like to use these funds. Reinhart stated that she read in the newspaper that the funds are distributed by the county, and they are designated for infrastructure which includes high speed internet, water, and wastewater. She continued stating she believes they may need to wait to send the letter because the county decides. Sumner stated the county received 41 million dollars. Sumner gave more details about how the money is distributed.

Board Member DeVasto Moved; Board Member Reinhart Seconded; and it was voted to approve the letter written as amended regarding the use of the ARPA funds to the County.

Roll Call Vote: 5-0

IX. *Selectboard Reports*

Chair Curley stated the Wellfleet School Committee has requested a joint meeting with the selectboard to appoint a new member. They are asking for December 14, 2021. They have requested that the board start at 5:30pm. The board agreed on the time. Chair Curley explained this is not their annual budget meeting.

Wilson stated that the town had heard back from the Attorney General's office and continued to give an update on what they said and what needed to be done.

X. *Town Administrator and Assistant Town Administrator's Report*

Sumner gave a quick summary of his report he stated on December 8, 2021; at 4pm there will be a public hearing on the low-lying road project and the purpose of the hearing is to educate the public on coastal flooding and get the public's input. He gave information regarding the Herring River Restoration Project explaining there are meetings scheduled to put together permanent and temporary easements that will be needed for this project. He stated these will have to go to town meeting and they will work on getting the article into the draft Annual Town Meeting Warrant. He updated the board that there is a finalist for the assistant health agent but wasn't able to release her name due to the fact that she hasn't given notice at her current job.

XI. *Topics for Future Discussion*

DeVasto stated he would like to get something going in terms of discussing bathroom renovations for the entire town. He feels the town should be able to renovate a bathroom a year.

XII. *Correspondence and Vacancy Reports*

Please see the Selectboard Packet for the full report.

XIII. Minutes

- A. October 26, 2021; ~ no amendments
- B. October 28, 2021; ~ Chair Curley had an amendment, the motion needed to be changed as Wilson wasn't at the meeting.
- C. November 2, 2021; ~ Wilson stated regarding the item for class taxification; she stated she left the meeting and like that to be noted.
- D. November 9, 2021; ~ Wilson made amendments to page 4, Long Pond.
Chair Curley Moved; Board Member Seconded; and it was voted to approve the minutes of October 26, 2021; October 28, 2021 as amended; November 2, 2021; and November 9, 2021 as amended.
Roll Call Vote: 5-1 (Wilson abstained)

XIV. Adjournment

Chair Curley moved; Board Member Reinhart Seconded; and it was voted to adjourn.

Roll Call Vote: 5-0

Meeting adjourned 9:15pm

Public Records:

- *Resume James Badera*
- *Applications for Wellfleet Historical Commission ~ Timothy Curley-Egan*
- *Application for Wellfleet Cultural Council ~ Victoria Solomon*
- *Application for Open Space Committee ~ Elizabeth McDonald*
- *Liquor License extension documents ~ Trailside Dining & Wellfleet Wine and Spirits*
- *ABCC 2022 Seasonal Alcohol paperwork*
- *New police Officer paperwork*
- *Mac's at the Pier agreement*
- *Application for use of town property; Wellfleet Chamber of Commerce*
- *95 Lawrence Road Task Force Power Point presentation*
- *Paperwork regarding Richard White and his experience for TA Consultant*
- *Draft Letter to the county regarding ARAP funds to be distributed*
- *All Correspondence and the current vacancy report for the town's boards and committees*
- *Meeting Minutes*

***Wellfleet Selectboard
Virtual Meeting ~ Zoom
Tuesday, November 30, 2021; 6pm
Meeting Minutes***

Members Present: Ryan Curley, Chair; Michael DeVasto, Vice Chair; Janet Reinhart, Helen Miranda Wilson; John Wolf

Others Present: Charlie Sumner, Town Administrator; Rebekah Eldridge, Executive Assistant; Chief Michael Hurley, Police Chief; Chief Rich Pauley, Fire Chief; Melissa Yow, Rights to the Public Access Committee Member; John Riehl, Rights to the Public Access Committee Member; Barbara Carboni, Rights to the Public Access Committee Member; Sonya Woodman, Rights to the Public Access Committee Member, Carolyn Murray, Town Counsel KP Law; Katie Klein, Town Counsel KP Law

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

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.
There were no comments or announcements.

II. Committee Updates

A. RPAC layout of Rd. used to access the Lt. Island Boathouse.

Yow gave an update on the layout of this road and the boathouse and what rights they might have in securing the rights and that it might not allow them the rights to pass across the dune trail.

Chair Curley shared his screen the maps of what the committee is looking to do. He highlighted certain areas on the map. They continued this discussion and asked the advice of both Klein and Murray to make sure how they can move forward. They discussed one of the issues is that part of the land is on Massachusetts Audubon Society. Chair Curley asked Sumner how he might go about this project. Sumner stated that this would need to go before town meeting and the fact that they need to know what part of the land is on Mass Audubon, and who is asking for access. Reinhart questioned how many people would benefit from this access, would it be just fisherman. It was asked of the committee what the goal was in obtaining access to this. Yow stated the goal is to establish a town landing at the Agger property to allow access for everyone. They continued to discuss this and the cost benefits. It was stated that there needs to be a land survey done on this property. They also discussed a prescription easement. They continued to discuss the access to the property and the abutters at great length. It was also asked if the use has been contested, Chair Curley stated that as of now, there has been no contesting of anyone.

B. Disclosure of Conflict of Interest ~ Melissa Yow

Chair Curley asked the board if they have read this disclosure and that if so they would need to either object this or accept it. Reinhart stated that she would accept this and stated she would want her participation in the discussions but doesn't think she should vote. It was noted that she would be able to.

Wilson asked Yow if she understood that she would have to put the town first. She stated that yes she understand in her role the town's best interest comes first.

Chair Curley Moved; Board Member Wilson Seconded; and it was voted that the selectboard has reviewed the particular matter of the financial interest identified by Melissa Yow, and the selectboard has determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services to which the municipality may expect from the employee relative to Omaha Road.

Roll Call Vote: 4-0-1 (DeVasto abstained)

III. Business

A. Town Council where they are trying to engage with NPS relative to land exchange.

Klein updated the board that on November 8th there was a zoom conference which included Carole Ridley from friends of Herring River. She explained there was discussion of Land Exchange and the National Park Services was to be involved. She stated at this point they needed direction from the town on how they would like to proceed with this. She didn't go into the parcels. Chair Curley asked if she had been able to establish conversation with the National Park Service, she has spoken with Brian Carlstrom and Lauren Makeen. Wilson gave some background on these projects and discussed internal dialogue. Klein continued the discussion explaining the legal standpoint and what the town needs to do. They discussed the Executive Council Meeting that they will be having in the next few weeks.

Chair Curley asked if there were any other questions of comments; there were none.

IV. Adjourn Open Session not to go back into open session.

Chair Curley Moved; Board Member Wilson Seconded and it was voted to adjourn from open session and to not reenter into open session.

Wilson questioned the need for executive session, Murray explained why the upcoming executive session items are needed to executive session.

Roll Call Vote: 5-0

Open Session Adjourned 6:55pm

V. *Executive Session pursuant to G.L. Chapter 30A, Section 21(a), purpose 6. "To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body." The Board will discuss the status of and strategy with respect to the following real estate negotiations, and the Chair declares that discussing these items*

in open meeting may have a detrimental effect on the negotiating position of the Town:

- A. Omaha Road
- B. Lt. Island Boathouse
- C. National Park Service land swap associated with the Herring River restoration project

VI. RPAC Adjournment

VII. Executive Session pursuant to G.L. Chapter 30A, Section 21(a), purpose 3, “To discuss strategy with respect to... litigation if an open meeting may have a detrimental effect on the ... litigating position of the public body and the chair so declares.” The Board will discuss strategy with respect to the following pending litigation, and the Chair declares that discussing these items in open meeting may have a detrimental effect on the negotiating position of the Town:

- **Verney, et al. v. Zoning Board of Appeals, et al.**, Barnstable Superior Court, C.A. No. 1772CV00632 relative to a abutters’ appeal of the Zoning Board of Appeal’s (“ZBA”) 2107 grant of a comprehensive permit pursuant to G.L. c. 40B to Community Housing Resource, Inc. to construct two structures located at 120 Paine Hollow Road.
- **Sexton v. Wellfleet Housing Authority, et al.**, Land Court, C.A. No. 17MISC000728 relative to Sexton’s claim to title of the parcels of land, 324 Old King’s Highway, comprised of parcels 85 and 85.1 on Assessor’s Map 23 (the “Property”) upon which an affordable housing development has been constructed
- **Magida, et al. v. Wellfleet ZBA and Habitat for Humanity**, Barnstable Superior Court C.A. No. 1972BACV00408 relative to an abutters’ second appeal challenging a comprehensive permit issued to Habitat for Humanity to construct single-family houses off Old King’s Highway.
- **Rispoli Ventures, LLC v. Wellfleet ZBA**, Orleans District Court Case No. 2026CV0074. Owner sought variances and special permits in order to install a 21 foot tall illuminated replica of the Eiffel Tower at P.B. Boulangerie and Bistro at 15 Lecount Hollow Road. The ZBA determined that the Eiffel Tower replica was a sign and denied the requested relief, and owner appealed.
- **Cook Family Trust, II, Kevin Sexton, Trustee v. Wellfleet ZBA**, Land Court Case. No. 21 MISC 000457. Owner appealed Building Inspector’s issuance of a cease and desist order to the ZBA relative to clearing of trees in order to expand parking and add a driveway to cottage colony at 420 Lecount Hollow Road. The ZBA upheld the Building Inspector’s order and further found that owner would need a special permit/finding in order to alter or expand a pre-existing nonconforming cottage colony.
- **Great White Realty Group, LLC v. Wellfleet ZBA**, Land Court Misc. Case. No. 000255. Owner appealed three cease and desist orders issued by the

Building Commissioner to the ZBA relative to property located at 1065 State Highway, Route 6, which owner intends to lease for the operation of a contractor's yard and related storage and processing of topsoil. The ZBA upheld al three cease and desist orders and denied the applicant a special permit for open bulk storage and light industry.

VIII. Minutes

- A. January 5, 2021
- B. February 3, 2021
- C. April 8, 2021
- D. July 12, 2021
- E. August 10, 2021
- F. October 18, 2021

IX. Adjournment of Executive Session