



Wellfleet Selectboard

Note: Start Time of 6pm

The Wellfleet Selectboard will hold a public meeting on **Tuesday, February 11, 2020, at 6:00 p.m. at the Wellfleet Senior Center, 715 Old Kings Highway, Wellfleet, MA 02667**. *It is anticipated that the meeting will be recorded by the Town. Anyone else desiring to record the meeting may do so only after notifying the chair and may not interfere with the conduct of the meeting in doing so.*

I. Announcements, Open Session and Public Comments

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

II. Public Hearing

A. Transfer of Annual All Alcohol License from Marconi Beach Restaurant to Bapps Taps, LLC

III. Committee Update – Board of Water Commissioners

IV. Appointment of Special Police Officer – Ron Fisette

V. Use of Town Property

A. Mayo Beach on July 12, 2020 from 3-4PM – Alice Wells

VI. Board/Committee Appointments

A. Comprehensive Wastewater Management Committee – John Cumbler

VII. Business

- A. Request for May as Celebrate Herring River Month
- B. Sign Warrant for Presidential Primaries [Clerk]
- C. Request to put stairwell from Town Hall parking lot to Historical Society
- D. Approval of New Town-wide Telephone System
- E. Expedition Blue Presentation [Assistant Town Administrator]
- F. Discussion of decision on old shellfish shack [TA]

VIII. Selectboard Reports

IX. Town Administrator's Report

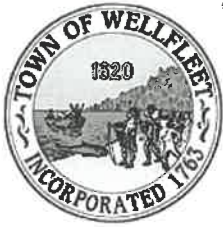
X. Topics for Future Discussion

XI. Correspondence and Vacancy Reports

XII. Minutes

A. January 28, 2020

XIII. Adjournment



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: February 11, 2020

II

PUBLIC HEARING – A

REQUESTED BY:	Principal Clerk
DESIRED ACTION:	Transfer of Annual All Alcohol License from Marconi Beach Restaurant to Bapps Taps, LLC
PROPOSED MOTION:	I move to approve the transfer of the Annual All Alcohol license at 545 Route 6 from Marconi Beach Restaurant, Russell Swart, Manager to Bapps Taps, LLC, Beth Andreoli, Manager.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s): _____
VOTED:	Yea _____ Nay _____ Abstain _____

TOWN OF WELLFLEET
PUBLIC NOTICE

In accordance with M.G.L. Chapter 138, notice is hereby given that the Wellfleet Board of Selectmen will hold a public hearing on Tuesday February 11, 2020 at 6:00 p.m. in the Wellfleet Council on Aging to consider the following:

- Application received January 27, 2020 to transfer the Annual All Alcohol license at 545 Route 6 from Marconi Beach Restaurant, Russell Swart, Manager to Bapps Taps, LLC, Beth Andreoli, Manager.

WELLFLEET BOARD OF SELECTMEN



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

JAN 27 2020

APPLICATION FOR A TRANSFER OF LICENSE

Municipality

WELLFLEET

1. TRANSACTION INFORMATION

☒ Transfer of License

☐ Alteration of Premises

☐ Change of Location

☐ Management/Operating Agreement

☐ Pledge of Inventory

☐ Pledge of License

☐ Pledge of Stock

☐ Other

☐ Change of Class

☐ Change of Category

☐ Change of License Type
(\$12 ONLY, e.g. "club" to "restaurant")

Please provide a narrative overview of the transaction(s) being applied for. On-premises applicants should also provide a description of the intended theme or concept of the business operation. Attach additional pages, if necessary.

Applicant, BAPPS TAPS LLC, hereby applies for a Transfer of Retail Liquor License #00009-RS-1348, held by ITILDO BBQ INC., d/b/a Marconi Beach BBQ & Seafood Restaurant, as part of the purchase by BAPPS TAPS LLC of the Property known as Marconi Beach BBQ & Seafood Restaurant, located at 545 State Highway, Wellfleet, Massachusetts 02667.

2. LICENSE CLASSIFICATION INFORMATION

ON/OFF-PREMISES

On-Premises-12

TYPE

\$12 Restaurant

CATEGORY

All Alcoholic Beverages

CLASS

Annual

3. BUSINESS ENTITY INFORMATION

The entity that will be issued the license and have operational control of the premises.

Current or Seller's License Number

00009-RS-1348

FEIN

84-4377331

Entity Name

BAPPS TAPS LLC

DBA

Manager of Record

Beth Andreoli

Street Address

37 Old Sailors Way, South Dennis, Massachusetts 02660

Phone

510-472-7922

Email

BEERSWITHOUTBORDERS@GMAIL.COM

Add'l Phone

503-313-4500

Website

N/A

4. DESCRIPTION OF PREMISES

Please provide a complete description of the premises to be licensed, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. If this application alters the current premises, provide the specific changes from the last approved description. You must also submit a floor plan.

545 State Highway, Wellfleet, MA, is a 5,128 square foot commercial building on a 1.34 acre lot with parking and a fenced-off, 1,500 square foot patio area. The interior of the restaurant has 2 full kitchens, 2 dining areas and a 17-seat bar. There is an upstairs apartment with 3 bedrooms and 1 bathroom.

Total Sq. Footage

5,128

Seating Capacity

124

Occupancy Number

124

Number of Entrances

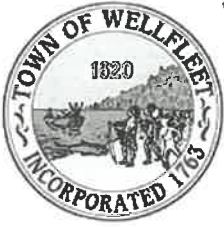
5

Number of Exits

5

Number of Floors

2



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: February 11, 2020

III

COMMITTEE UPDATE – BOARD OF WATER COMMISSIONERS

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

Board of Water Commissioners Update February 2020

Budget for 2021, Based on prior year-end expenses we do not anticipate any significant variance from the Town Administrator's proposed budget except perhaps in the area of contingencies for repairs and maintenance. The main factors contributing to that are:

- Replacement of the original pump in one of the wells at Coles Neck. The cost was approximately \$9500.
- Installation of a new hydrant at the corner of Rte 6 and Pine Point Road during the work to bring water to the new Cumberland Farms building. Cumberland Farms paid for the installation of the main and installation of curb stops on the opposite side of the road for "Abutters". The Town paid for the hydrant that was recommended by Chief Pauley – cost \$4500.
- Installation of an additional curb stop on Coles Neck Road, adjacent to the transfer station. For some reason a curb stop was not installed for that lot when the original main was installed in 89. A new house is now on the lot. Cost – estimate \$4000 pending receipt of bill from RB Our.

Additional Work

- In addition to the new well pump at the Gristmill Way well site, there was a problem with one of the components of the Scada System (supervisory control and data acquisition) at Gristmill Way impacting on one of the wells. The solution will likely be to replace not only that component but to upgrade the entire system to integrate the Gristmill Way site with the Boy

Scout camp site, the water tower, and the base computer which is located in the DPW building. This work will bring the Gristmill Way site into compliance with DEP requirements and will fix communication issues that have risen between the sites. We are currently working with Whitewater to determine the extent of the project and how to fund it.

- The exterior paint on the water tower needs to be cleaned to remove mold that is growing due to humidity. That will be requested with the annual inspection of the tank in the spring.

Revenues

So far this year we have added 14 new applications for water although not all are connected yet. Two of those paid to have water mains installed to their properties – Cumberland Farms and Bay Sales Marine. New connection fees will be approximately \$70,000.

Lawrence Road Housing

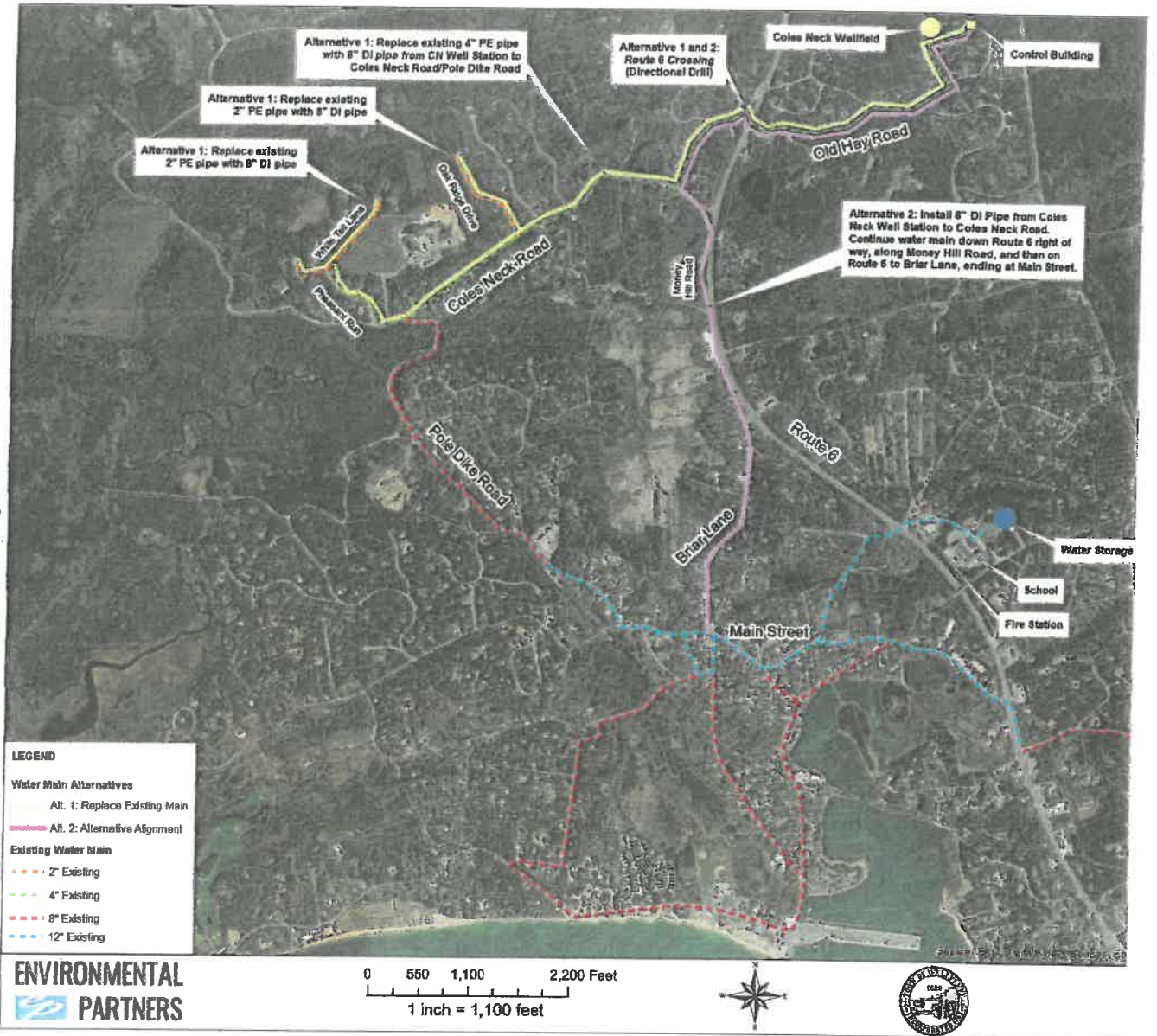
In conjunction with the Lawrence Road affordable housing project, we applied for a grant from the Commonwealth's Housing Choice Program for the express purpose to fund a portion of the water system engineering costs associated with the project. We were awarded a \$100,000 grant which can be used over the next year and a half to cover engineering expenses including those to bring the system up to DEP requirements. The first step in that project was to get estimates of the cost to fix the hydrological flow problem from the Gristmill Way well site – which is required to meet DEP requirements for the redundant water supply. Although the Boy Scout Camp wells can provide 100,000 gals/day which exceeds the need

even with a significant expansion of the system to accommodate the new housing, the 4 inch water main running from Gristmill Way wells and down Coles Neck Road, can not provide sufficient quantity of water in the event of a failure of the Boy Scout wells or the distribution system emanating from that location. Attached are two cost estimates prepared by EPG reflecting either replacement of the Coles Neck Road water main or adding a new main down Route 6 and connecting at Main Street via Briar Lane. We intend to seek additional grant funding to install one of the two options as recommended by EPG. Mass Works is one potential source for such funding as evidenced by the substantial grants recently received by the towns of Truro and Brewster.

In addition to grant funding, the Water Commissioners will request authorization for bond funding for the project at the upcoming Annual Town Meeting.

The Water Commission is working with the Asst. Town Administrator to develop an RFP for consultant services to help with the evaluation of the financial model for the Water Enterprise Fund and long range planning.

K:\Wellhead_1707113 Water System\115-0001 Aerial Water Main Loop\2013 Proposed Expansion\WaterSystemExpansion_2013.mxd



Description	Units	Quantities	Unit Price	Extended Amount
MOBILIZATION AND DEMOBILIZATION				
Mobilization and Demobilization (5%)	ALLOW	1	\$136,489.44	\$136,489.44
WATER MAINS				
8-Inch DI Water Main	LF	11,850	\$85.00	\$1,007,250.00
8-Inch HDPE Directional Drill Under Route 6	LF	200	\$250.00	\$50,000.00
6-inch DI Water Main	LF	375	\$80.00	\$30,000.00
WATER MAIN APPURTENANCES				
Water Hydrants	EA.	25	\$2,500.00	\$62,500.00
Ductile Iron Fittings	LB.	5,000	\$5.00	\$25,000.00
GATE VALVES AND BOXES				
8-Inch Gate Valves and Boxes	EA.	62	\$1,500.00	\$93,000.00
6-Inch Gate Valves and Boxes	EA.	25	\$1,200.00	\$30,000.00
SERVICE CONNECTIONS				
1-Inch Corporation Stop	EA.	100	\$500.00	\$50,000.00
1-Inch Type K Copper	LF	1,500	\$20.00	\$30,000.00
1-Inch Curb Stop and box	EA.	100	\$500.00	\$50,000.00
EARTH EXCAVATION				
Exploratory Excavation (Test Pits)	CY	100	\$50.00	\$5,000.00
Excavation of Unsuitable Materials Below Trench Grade	CY	215	\$80.00	\$17,200.00
Rock Excavation (5%)	CY	640	\$150.00	\$96,000.00
ADDITIONAL MATERIALS				
Select Fill (10%)	CY	1,300	\$35.00	\$45,500.00
Environmental Protection				
Loam & Seed	SY	500	\$25.00	\$12,500.00
Environmental Protection	ALLOW	1	\$30,000.00	\$30,000.00
TEMPORARY PAVEMENT				
2-Inch Temporary Trench Pavement	SY	6,400	\$20.00	\$128,000.00
PERMANENT PAVEMENT - FULL WIDTH MILL & OVERLAY				
2-Inch Milling	SY	31,806	\$10.00	\$318,055.56
2-Inch Overlay	SY	31,806	\$15.00	\$477,083.33
4-Inch Yellow Pavement Marking	LF	11,850	\$1.00	\$11,850.00
4-Inch White Pavement Marking	LF	11,850	\$1.00	\$11,850.00
TRAFFIC CONTROL				
Uniformed Police Officer Allowance	DAY	100	\$1,100.00	\$110,000.00
Variable Message Boards	BOARD-WEEKS	26	\$1,500.00	\$39,000.00
			Subtotal	\$2,866,278.33
Contingency (15%)				\$430,000.00
Engineering (15%)				\$430,000.00
Total				\$3,726,278.33

Description	Units	Quantities	Unit Price	Extended Amount
MOBILIZATION AND DEMOBILIZATION				
Mobilization and Demobilization (5%)	ALLOW	1	\$141,116.11	\$141,116.11
WATER MAINS				
8-Inch DI Water Main	LF	9,900	\$85.00	\$841,500.00
8-Inch HDPE Directional Drill Under Route 6	LF	200	\$250.00	\$50,000.00
6-inch DI Water Main	LF	315	\$80.00	\$25,200.00
WATER MAIN APPURTENANCES				
Water Hydrants	EA.	21	\$2,500.00	\$52,500.00
Ductile Iron Fittings	LB.	5,000	\$5.00	\$25,000.00
GATE VALVES AND BOXES				
8-Inch Gate Valves and Boxes	EA.	52	\$1,500.00	\$78,000.00
6-inch Gate Valves and Boxes	EA.	21	\$1,200.00	\$25,200.00
SERVICE CONNECTIONS				
1-inch Corporation Stop	EA.	88	\$500.00	\$44,000.00
1-inch Type K Copper	LF	1,320	\$20.00	\$26,400.00
1-inch Curb Stop and Box	EA.	88	\$500.00	\$44,000.00
EARTH EXCAVATION				
Exploratory Excavation (Test Pits)	CY	100	\$50.00	\$5,000.00
Excavation of Unsuitable Materials Below Trench Grade	CY	150	\$80.00	\$12,000.00
Rock Excavation (5%)	CY	550	\$150.00	\$82,500.00
ADDITIONAL MATERIALS				
Select Fill (10%)	CY	900	\$35.00	\$31,500.00
Environmental Protection				
Loam & Seed	SY	440	\$25.00	\$11,000.00
Environmental Protection	ALLOW	1	\$30,000.00	\$30,000.00
TEMPORARY PAVEMENT				
2-Inch Temporary Trench Pavement	SY	4,500	\$20.00	\$90,000.00
PERMANENT PAVEMENT - FULL WIDTH MILL & OVERLAY				
2-Inch Milling	SY	21,389	\$10.00	\$213,888.89
2-Inch Overlay	SY	21,389	\$15.00	\$320,833.33
4-Inch Yellow Pavement Marking	LF	9,900	\$1.00	\$9,900.00
4-inch White Pavement Marking	LF	9,900	\$1.00	\$9,900.00
STATE ROADWAY PAVEMENT - MA ROUTE 6				
Additional Select Fill Around Water Main	CY	900	\$35.00	\$31,500.00
Controlled Density Fill	CY	1,500	\$70.00	\$105,000.00
Permanent State Trench Pavement (7" Depth)	SY	1,300	\$80.00	\$104,000.00
Mill and Overlay State Permanent Pavement (2" Depth)	SY	10,700	\$35.00	\$374,500.00
6-Inch Yellow Pavement Marking	LF	2,000	\$2.00	\$4,000.00
6-Inch White Pavement Marking	LF	2,000	\$2.00	\$4,000.00
TRAFFIC CONTROL				
Uniformed Police Officer Allowance	DAY	120	\$1,100.00	\$132,000.00
Variable Message Boards	BOARD-WEEKS	26	\$1,500.00	\$39,000.00
			Subtotal	\$2,963,438.33
			Contingency (15%)	\$440,000.00
			Engineering (15%)	\$440,000.00
			Total	\$3,843,438.33



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: February 11, 2020

IV

APPOINTMENT OF SPECIAL POLICE OFFICER – RON FISSETTE

REQUESTED BY:	Police Chief
DESIRED ACTION:	Appointment of Ron Fissette as a Special Police Officer
PROPOSED MOTION:	I move to appoint Ronald L. Fissette as a Special Police Officer for the period of February 21, 2020 through June 30, 2021.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

Town of Wellfleet
Police Department

February 3, 2020

To: Select Board
From: Chief Michael P. Hurley

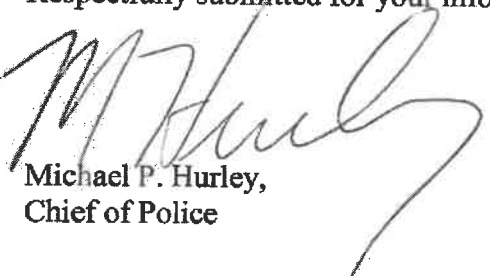
Subject: SPECIAL POLICE OFFICER APPOINTMENT

I request the following individual(s) be appointed as a Special Police Officer.

Appointment Period: February 21, 2020 to June 30, 2021

Ronald L Fisette

Respectfully submitted for your information and consideration.



Michael P. Hurley,
Chief of Police

cc: Dan Hoort, Town Administrator
Jennifer Congel, Assistant Town Clerk



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: February 11, 2020

V

USE OF TOWN PROPERTY – A

REQUESTED BY:	Principal Clerk
DESIRED ACTION:	Approval of Use of Town Property
PROPOSED MOTION:	I move to approve the use of Mayo Beach on July 12, 2020 from 3-4PM by Alice Wells, subject to the conditions, if any, as listed on the application form for a fee of \$110.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

APPLICATION FOR PERMIT TO USE TOWN OWNED PROPERTY

TOWN OF WELLFLEET
300 MAIN STREET
WELLFLEET, MA 02667

20-05

Applicant Alise Wells

Affiliation or Group

Telephone Number 508-331-2649

Mailing Address 42 Collins St.
Worcester, MA 01606

Email address wellfleet36@gmail.com

Town Property to be used (include specific area)

Mayo Beach (across from Harborside Village or in front of Bookstore
* on beach * Restaurant)

Date(s) and hours of use: July 12, 2020 3:30 - 4:00 pm

Describe activity including purpose, number of persons involved, equipment to be used, parking arrangements, food/beverage service, etc. Also, please indicate if fees will be charged by applicant.

We want to have a fairly quick wedding ceremony on
the beach with approximately 20-25 people. We will ask everyone
to bring a beach chair if they want to sit but the ceremony will only be
10-15 minutes. We will ask anyone that attends to park at my parents
house (Harborside Village) or at The Pier and they can walk down. There will
be no food or beverages. The wedding celebration will be held elsewhere.

Describe any Town services requested (police details, DPW assistance, etc.)

No services requested

NOTE TO APPLICANTS: All applications must be accompanied by a non refundable \$50.00 processing fee.

Applications must be received at least 30 days prior to the first event date to ensure that all reviews can be completed prior to the event. This application is only for permission to use Town property. Any additional licenses, such as food service permit, etc., may be required and it is the applicant's responsibility to secure the same.

Action by the Board of Selectmen:

Proof of Insurance Required

Approved as submitted

DEC - 6 2019

Approved with the following condition(s):

50.00 paid
\$110.00

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

<p>Police Department: <i>[Signature]</i></p> <p>Comments/Conditions: <i>OK</i></p>	<p>Fire Department: <i>[Signature]</i></p> <p>Comments/Conditions: <i>OK</i></p>
<p>Health: <i>[Signature]</i></p> <p>Comments/Conditions: <i>OK</i></p>	<p>Shellfish: <i>[Signature]</i></p> <p>Comments/Conditions: <i>OK</i></p>
<p>DPW: <i>[Signature]</i> 1-16-20</p> <p>Comments/Conditions: <i>OK</i></p>	<p>Harbormaster:</p> <p>Comments/Conditions:</p>
<p>Recreation: <i>[Signature]</i></p> <p>Comments/Conditions: <i>OK - responsible for all trash</i> <i>[Signature]</i></p>	<p>Harbormaster:</p> <p>Comments/Conditions:</p>
	<p>Town Administrator:</p> <p>Comments/Conditions:</p>



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: February 11, 2020

VI

BOARD/COMMITTEE APPOINTMENTS – A

REQUESTED BY:	Principal Clerk
DESIRED ACTION:	Appointment of John Cumbler to the Comprehensive Wastewater Management Committee
PROPOSED MOTION:	I move to appoint John Cumbler to the Comprehensive Wastewater Management Committee to fill a term ending June 30, 2021.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



2/11/20

**TOWN OF WELFLEET
APPLICATION FOR TOWN BOARDS & COMMITTEES MEMBERSHIP**

Wellfleet depends on its citizens to carry out many of our government's activities. Your community needs your help. *Please volunteer.*

FILL OUT THE FORM BELOW and mail it to:

Wellfleet Selectmen's Office, Town Hall, 300 Main Street, Wellfleet, MA 02667

☒ Name Cumblor Date 12/23/2019

Mailing Address 380 Old Chagnessett Neck
Wellfleet MA

Phone (Home) 508 349 7226 (cell) 502 640 8937

E-mail Cumblor@Louisville.edu

☒ Please describe briefly any work experience, including volunteer service, that you feel would be useful to the Town: on Cons Com - been on Board of Health & open spaces, Energy & housing Partnership - I teach
Teach environmental studies at Suffolk Un.

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

☐ Committees/Boards of Interest: 1) Waste Water
2) _____
3) _____

Town of Wellfleet Boards and Committees

Bike & Walkway Committee	3 year term
Board of Assessors	3 year term
Board of Health	3 year term
Board of Water Commissioners	3 year term
Building and Needs Assessment	3 year term
* Bylaw Committee	3 year term
Cable Advisory Committee	1 year term
Cape Cod Commission	3 year term
*Cape Cod Regional Technical High School	(ATM)
*Charter Review Committee	(ATM)
Commission on Disabilities	3 year term
Community Preservation Committee	3 year term
Comprehensive Wastewater Management	3 year term
Conservation Commission	3 year term
Council on Aging	3 year term
Cultural Council	3 year term
Energy Committee	3 year term
* Finance Committee	3 year term (ATM)
Health Care Campus Committee	Indefinite
Historical Commission	3 year term
Housing Authority	5 year term (ATM)
Local Housing Partnership	1 year term
Marina Advisory Committee	2 year term
Natural Resources Advisory Committee	3 year term
Open Space Committee	1 year term
Personnel Board	3 year term
Planning Board	5 year term
Recreation Committee	3 year term
Recycling Committee	3 year term
Shellfish Advisory Board	3 year term
* Social and Human Services Committee	3 year term
Zoning Board of Appeals	3 year term

VACANCIES IN BOLD

** Appointed by Moderator*



BOARD OF SELECTMEN

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VII

BUSINESS – A

REQUESTED BY:	Friends of Herring River
DESIRED ACTION:	Approval to Celebrate May as Herring River Month
PROPOSED MOTION:	I move to proclaim May as “Celebrate Herring River” month.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

Courtney Butler

From: Beth Chapman <bchapman@herringriver.org>
Sent: Monday, January 27, 2020 2:39 PM
To: Courtney Butler
Subject: Please use this e-mail for Selectboard and trash previous. It was sent in error.

I am writing once again to ask the Wellfleet SelectBoard to proclaim May as "Celebrate Herring River" Month.

We are holding public educational session throughout the winter/spring.

- Our first was last Sunday. Barbara Brennessel spoke on shellfishing and aquaculture in Wellfleet to a packed audience of 90. SPAT, SAB, and the Shellfish Department were co-sponsors.

- The second is upcoming the morning of February 11. John Cumbler topic is "How Tools, Technology, and Energy have Created Environmental Changes on Cape Cod's Fragile Ecosystem."

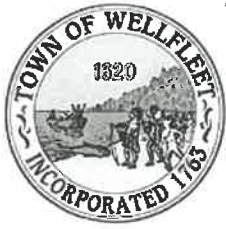
- In March we will hold our 11th Herring Count Workshop, organizing around 30 people to visit our Herring River count site to gather statistics of the vitality of our herring run.

- In April, Andrew Gottlieb, Association to Preserve Cape Cod, will speak on the status of water on Cape Cod.

Our "Celebrate Herring River" events in May are still being developed. We intend to put in three to four events, including a virtual walk of Bound Brook Island, for our many supporters who have mild mobility issues that preclude long walks. We will also have an actual walk to discuss the history and impact of herring on the early Wellfleet economy. Nancy Civetta has asked Barbara Brennessel to repeat her successful talk January 19. We are tentatively scheduling that for Memorial Day Sunday afternoon, May 24, at the COA.

Most sincerely,
Lisbeth Wiley Chapman
Board Chair, Friends of Herring River
508-479-1033

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Lisbeth Wiley Chapman
Chair, Board of Directors, Friends of Herring River
PO Box 565
South Wellfleet, MA 02663
Cell: 508-479-1033



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: February 11, 2020

VII

BUSINESS – B

REQUESTED BY:	Town Clerk
DESIRED ACTION:	Sign Warrant for Presidential Primaries
PROPOSED MOTION:	I move that the Selectboard sign the warrant for the presidential primaries for March 3, 2020.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH

WARRANT FOR PRESIDENTIAL PRIMARIES

SS. Barnstable

To either of the Constables of the Town of Wellfleet

GREETINGS:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in Primaries to vote at

Precinct 1/ Ward 0
Wellfleet Council on aging 715 Old Kings Highway

on **TUESDAY, THE THIRD DAY OF MARCH 2020**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Presidential Primaries for the candidates of political parties for the following offices:

PRESIDENTIAL PREFERENCE FOR THIS COMMONWEALTH
STATE COMMITTEE MAN CAPE AND ISLANDS SENATORIAL DISTRICT
STATE COMMITTEE WOMAN CAPE AND ISLANDS SENATORIAL DISTRICT
DEMOCRATIC TOWN COMMITTEE TOWN OF WELLFLEET

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this _____ day of _____, 2020.

Selectboard of: The Town of Wellfleet

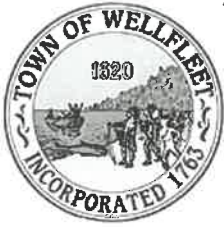
A True Copy, Attest:


Jennifer M. Congel Interim Town Clerk

I certify that I have posted this warrant on the principal bulletin board in the Town Hall and in each of the Town's Post Offices.

_____, 2020.
Constable (month and day)

Warrant must be posted by **February 25, 2020**, (at least *seven days prior* to the **March 3, 2020**, Presidential Preference Primary).



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: February 11, 2020

VII

BUSINESS –]C

REQUESTED BY:	Historical Society
DESIRED ACTION:	Approval of Request to put stairwell from Town Hall parking lot to Historical Society
PROPOSED MOTION:	I move to approve the request of the Historical Society to build an access stairway on Town of Wellfleet property, at the Town Hall parking lot, to the Wellfleet Historical Society Museum property.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s): _____
VOTED:	Yea _____ Nay _____ Abstain _____

1/15/2020

Dear Selectboard members:

On behalf of the Wellfleet Historical Society and Museum I am requesting permission to build an access stairway on Town of Wellfleet property from the town hall parking lot to the WHSM property. A stairway would provide a direct route to the new entry planned for the rear of the building and would greatly enhance foot traffic to the Museum.

WHSM has recently finished Phase 1 of a restoration project. Structural, electrical and foundation work has been completed and the facade of the museum has been brought back to its original paint color and configuration. Handicap compliance for the first floor of the museum, exterior painting, landscaping, HVAC installation, and the completion of interior finishes are the priorities of phase two.

The proposed stairway will be five feet wide with comfortable steps (5" rise, 15" run). There will be handrails on each side and lighting on the posts for safety. A small pergola at the bottom will give the stairway visibility from the parking lot as well as a location to mount signage for the museum.

DPW Director Mark Vincent conducted a site visit and found no issues with the proposal. All permits and approvals will be obtained from the Building Department. WHSM volunteers will provide for maintenance of the stairs.

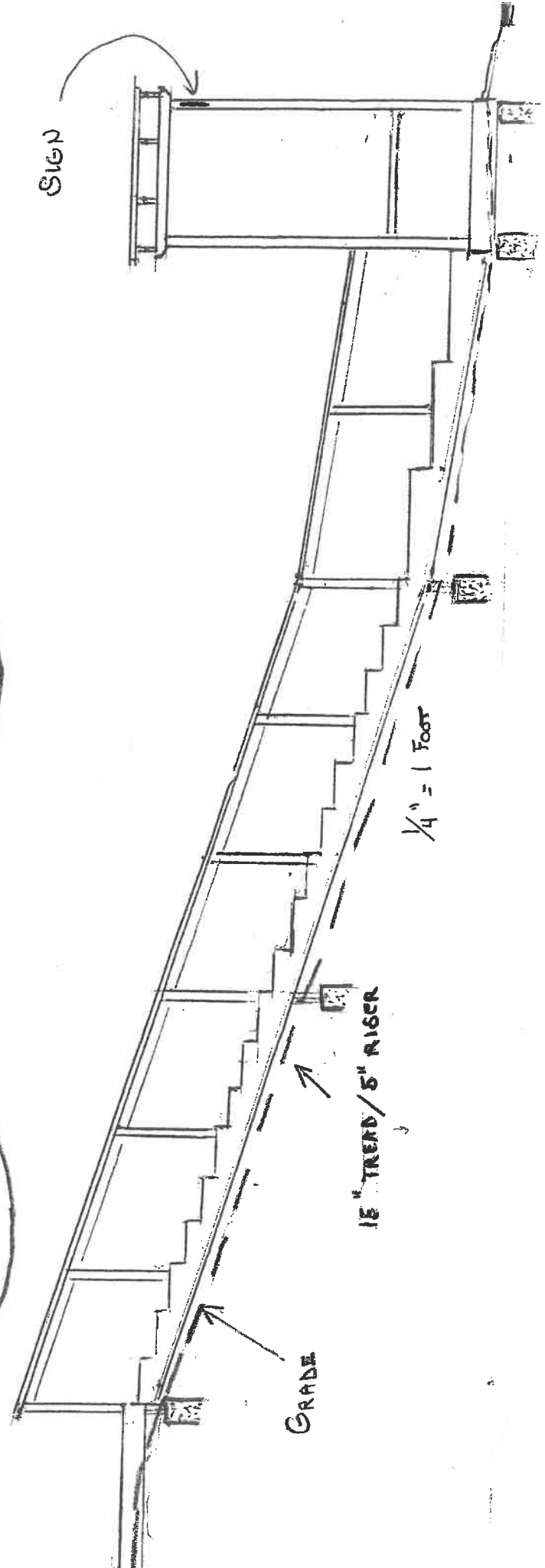
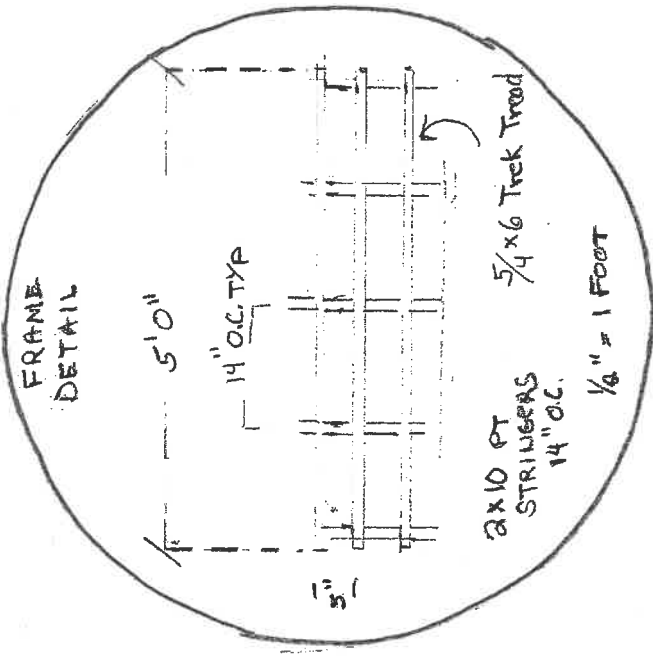
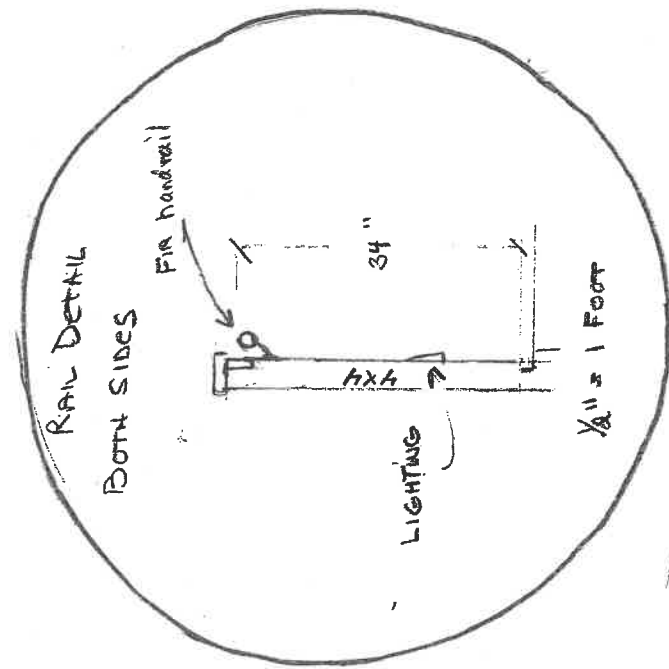
If approval is given to this request it is our hope to complete the project with volunteer labor to coincide with the museum's June opening. We are excited about this time in the museum's history with the restoration of the building and grounds, expansion of programs and outreach to the school and community.

Thank you for your consideration.

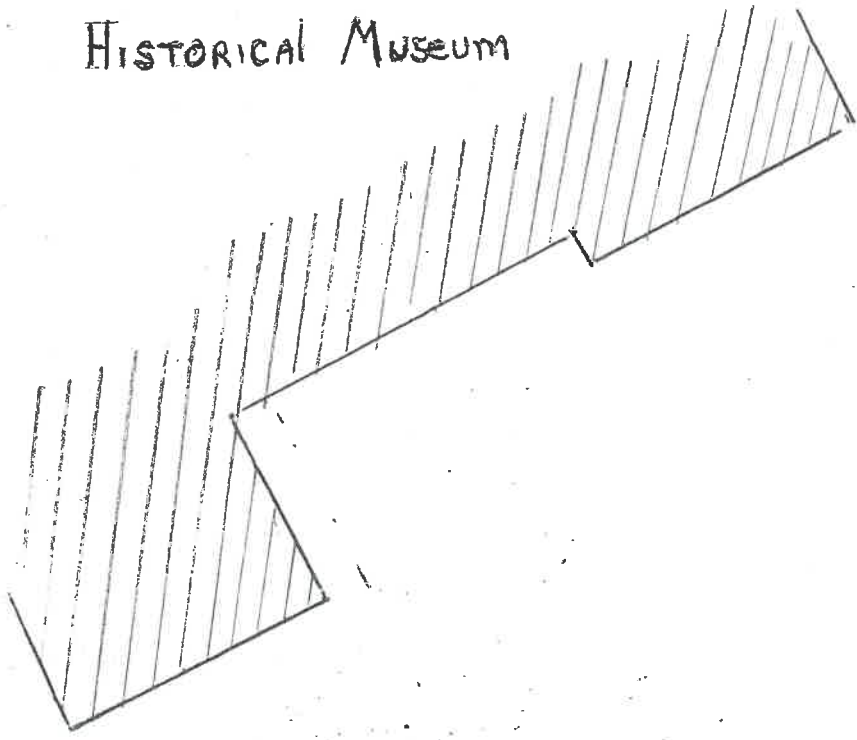


Eric Winslow
Member, Board of Directors, WHSM





HISTORICAL MUSEUM

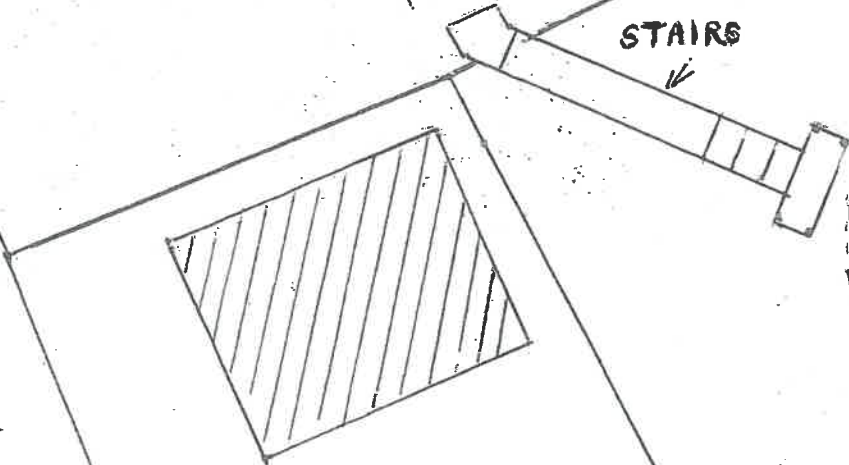


STAIRS

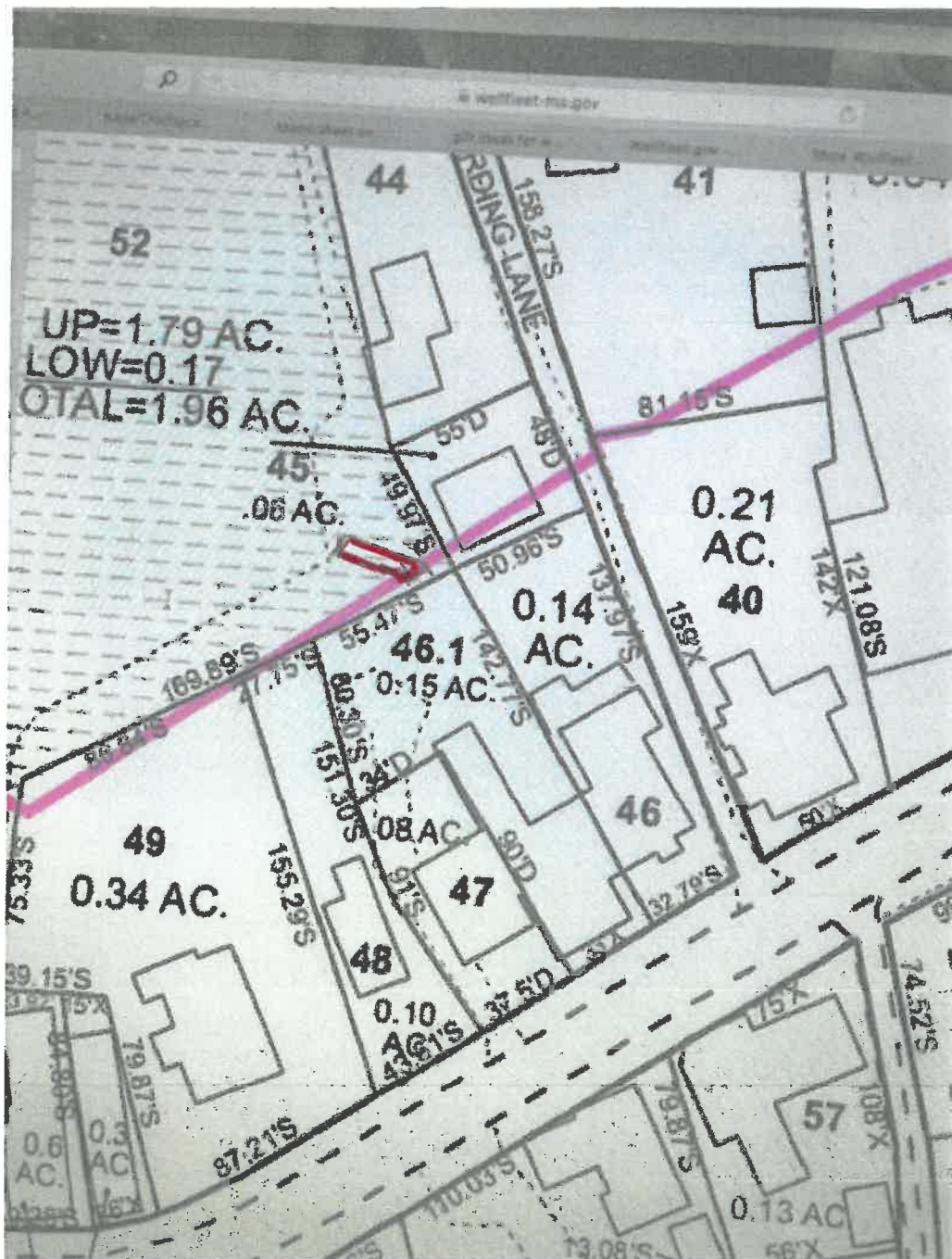


PARKING LOT

Town of Wellfleet Property



From: **Eric Winslow** ericwinslow65@yahoo.com
Subject:
Date: **November 6, 2019 at 12:47 PM**
To: **Eric Winslow** ericwinslow65@yahoo.com



Sent from my iPhone



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: February 11, 2020

VII

BUSINESS – D

REQUESTED BY:	Assistant Town Administrator
DESIRED ACTION:	Approval of New Town-wide Telephone System
PROPOSED MOTION:	I move to approve the purchase and installation of a new Town-wide telephone system as presented by the Assistant Town Administrator.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s): _____
VOTED:	Yea _____ Nay _____ Abstain _____

Executive Summary

New Town-Wide Telephone System (Mitel)

Town of Wellfleet Objectives

The Town of Wellfleet has a variety of legacy telephones and is seeking a smooth migration from outmoded copper lines to a VoIP (Voice Over Internet Protocol) system. Much of the existing equipment has been manufacturer discontinued for many years, spare parts are becoming increasingly scarce and the core software is generations behind. The goals of the project are to examine VoIP, Unified Communications, Mobility, SIP Trunks, and Centralized Services along with a sound plan for Business Continuity. The ideal solution must provide a seamless experience system across the town. Additionally, town staff could improve internal productivity and collaboration along with a means for video calls for geographically dispersed staff.

Solution Overview

The core of the enterprise system is centered on the Mitel MiVoice Business MXe III and MiCollab software deployed in the renovated Police HQ. The solution consists of a MiCollab server with Audio/Web/Video Conferencing, MiCollab NuPoint Voice Mail, MiCollab Unified Communicator with IM Chat, Telephony Presence, Click to Dial and Desktop Call Control. The project design includes Redundant Power and HDD and Back-Up SIP trunks. This single system will support all town locations. Having a single server with virtualized applications will permit ease of upgrades in the future.

Overall, there are 130 User licenses; 114 UCC IP licenses (106 Entry and 8 Standard) and 16 basic IP for common areas. Each UCC license includes a Voice Mail Box and Twinning.

There were several areas that require additional considerations:

Town Hall: This project represents an ideal opportunity to replace all the infrastructure with new Cat 6 cabling and consolidate the switches with new POE.

Police and Fire: Cabling is in excellent condition, Cat 6 Police and 5E at Fire. The only changes would be to replace each RJ11jack with an RJ45. In each location we can re-use the existing conference units.

DPW: This site is an ideal candidate to deploy 2 – 8 port Mitel Streamline as the building has its challenges.

COA: We would abandon the Cat 3 cable and daisy chain phones and computers. We would run 2 cables, conference room and health room.

Library: We can re-use the cable and run 2 new cables in the Video and Children's room.

System Management

MiVoice Business will enable the Town to administer many aspects of the systems via multimode management (Add, Edit, Delete User, consolidated alarms, backups, single sign-on, etc.). A VoIP will afford the town several benefits, rapid response to end users changes, ease of provisioning new users, reduced cost for moves, adds, changes, latest technology and the ability to support a wide array of applications. End users may be provisioned with a web portal to facilitate changes to their phone limiting requests to the system manager. Self-labeling phones reduce the burden of system administrators manually changing labels on phones lowering your ongoing cost of ownership.

Other Features

- enabling calls to be transferred to/from mobile devices
- permitting users to log into any phone regardless of location
- To replace the Voice Mail, we have recommended a 12 Channel Voice Mail, Automated Attendant
- allow separate Auto Attendant schedules per office based on their specific business hours
- allows real-time access to everyone in the organization, on or off the premises
- employees can find, communicate, and collaborate with others quickly and easily
- allows the setup of Audio, Web and Video conferencing
- can enhance conference calls and meetings through the use of shared documents, presentations, chat and video via standard PC or tablet cameras

About Partners Technology (Vendor):

We have a great deal of experience with multi-site MiVoice Business Enterprises in municipalities across the Commonwealth with SIP trunks. Your implementation requires technical acumen which we have through our best practices. In April of 2020 we'll be celebrating our 18th year Anniversary. Partners Technology is an Exclusive Business Partner of Mitel which has achieved Gold status. Beyond achieving the financial goals set by Mitel we are also required to maintain a number certification levels. As a Gold Partner we have direct access to Mitel technical support and resources.

To further ensure you receive full value for your investment, we offer unlimited free training while the system is under warranty or service agreement. We are confident that we have offered a solution that will exceed your present requirements while providing a platform for future applications backed by exemplary customer service.

MiVoice 6900 Series IP Phones

Versatile family of 'Mobile First' IP Phones designed for today's mobile work style



The MiVoice 6900 series is a family of powerful 'Mobile First' IP phones offering advanced integration with mobile phone calls and applications. Mitel's MobileLink capability enables the user's mobile phone to pair directly with the 6900's Bluetooth interface to deliver access to mobile phone features from the desk phone allowing both cellphone and IP calls to be managed from a single device. MobileLink allows mobile phone users to leverage the exceptional HD audio and comfortable ergonomics of the 6900 series phones for both IP and cellphone calls. The 6900 phones deliver crystal clear audio through a unique corded or cordless voice optimized handset and high performance hands-free speakerphone. Unparalleled flexibility is achieved through a broad array of add-on user installable accessories that enable the phones to be tailored to specific user needs. The 6900 family provides the flexibility and capability needed to meet the demanding needs of today's users.

MiVoice 6900 Series IP Phones



MiVoice 6920 IP Phone

The MiVoice 6920 IP phone is designed from the ground up for the enterprise user who requires an exceptional HD audio experience via its unique voice optimized handset. It offers a large color LCD display, dual GigE, 18 programmable personal keys, 4 context-sensitive soft keys, support for both USB & Analog headsets and support for MobileLink via the optional USB Bluetooth Dongle.

- 3.5" QVGA (320x240 pixel) color display
- Support for up to 18 lines
- MobileLink mobile device integration (available through optional USB BT dongle)
- Voice optimized corded handset
- Eighteen programmable personal keys and four context sensitive soft keys
- Native DHSG/EHS analog headset support
- USB port for headsets and accessories



MiVoice 6930 IP Phone

The MiVoice 6930 IP phone commands the desktop with its large 4.3" color display, powerful crystal clear HD audio through the voice optimized handset and 72 programmable personal keys, Bluetooth 4.1 interface with MobileLink mobile integration, mobile phone USB charging point and choice of expansion modules makes the 6930 the choice of power users.

- 4.3" (480x272 pixel) color display
- Bluetooth 4.1
- MobileLink mobile device integration
- Mobile phone charging point
- 72 programmable personal keys and 5 context sensitive soft keys
- Speech optimized handset
- Support for optional Cordless handset
- Enhanced full-duplex speakerphone
- Highly customizable via optional accessories



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: February 11, 2020

VII

BUSINESS – E

REQUESTED BY:	Assistant Town Administrator
DESIRED ACTION:	Expedition Blue Presentation
PROPOSED MOTION:	TBD
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



Expedition Blue!

Project Goal

To build awareness of the past, present and future of the Cape Cod Blue Economy; to connect the broad regional interests and offerings of Blue Economy sectors; and to appeal to a wide audience such as educators, visitors, locals and areas of special interest.

Expedition Blue! will create a regional geographic trail of interconnected sites from Plymouth to Provincetown and the Islands to highlight and educate on the diversity of the Cape's blue economy sectors including their history, prominence, operations, future opportunities, uniqueness, etc. The project will provide an opportunity to connect visitors, students and residents with the important role of water-based industries in the region's success and identity.

Site Installations

The project will include hard installations of exhibits in each location. Installations will occur in public held land locations with agreements in place with the host community. The host community will take on ownership of the installation. Design and construction cost of the installations will be paid for through a grant from the Massachusetts Seaport Economic Council. The preliminary target is to establish 20 total sites.

Installations will be built as a scalable kit of parts depending on site. The components will be prefabricated, minimizing the amount of intensive site development, disturbance of location and permitting, while maximizing the quality of construction and value.

The kit of parts could consist of the following components and can be combined in any manner:

1. Graphics only (indoor installations, pre-existing walls or where space is limited)
2. Freestanding wall and window
3. Bench
4. Deck
5. Low Wall and Exhibits
6. Plantings
7. Basic online/digital interface



The project will also include an enhanced digital interface (app, website, social media platform) that will allow for virtual exploration of and interaction with the network. This digital interface will be marketed at each site and used to calculate user interactions.

Wellfleet's Installation

The Town of Wellfleet will select the most appropriate site for an installation with an engaging story that will tell how the town is engaged with the blue economy. A working group is being established to help identify the most advantageous public location in Wellfleet for an installation.

Location *(Proposed)*

A vista overlooking Wellfleet Harbor would be the ideal setting for this installation, and the grassy area in the middle of the Mayo Beach parking lot has been identified as a preferred site. It is conveniently located within walking distance to other harbor/marina amenities and public parking is readily available onsite. Additionally, there is an existing small oyster shed already on display there which would perfectly complement this new exhibit. Other sites will be considered.

Timeline

It is anticipated that Wellfleet's site selection and story collection will be completed in the winter of 2020 with completion of the installation to potentially occur in the fall of 2020.

Local Theme

Overlooking the picturesque panorama of historic Wellfleet Harbor and its working tidal flats, this harborside installation will depict, through words and images (plus the vista itself), the story of the past, present and future of Wellfleet's shell-fishing industry and the dedicated fishermen who harvest its world-renowned oysters and bring them to market.

Sub-themes:

- Wellfleet's connection to the sea, its maritime and aquaculture heritage
- Shellfishing's regional prosperity and importance to a modern economy
- How critical healthy water and coastal resources are to our community's well-being
- Inspiring the next generation to participate in our growing blue economy



Funding

The Expedition Blue project is being funded through a Massachusetts Seaport Economic Council grant to the Cape Cod Blue Economy Foundation. The design and construction of the initial installations will be covered under this grant.

Grant Partners

Municipality: Town of Wellfleet

Lead Organization: Cape Cod Blue Economy Foundation/Cape Cod Chamber of Commerce

Design Team: Cambridge 7 (Cambridge, MA); Bishop Land Design (Quincy, MA)

Grantor: MA Seaport Economic Council

The design team and the Cape Cod Blue Economy Foundation will select and implement the most compelling group of 20 or so modular installations across the Cape, Islands and Southern Plymouth County. The Foundation's design team will be responsible for design and construction of the installation.

A formal agreement will be signed with the final selected locations for maintenance and upkeep for the installations. The agreement will help ensure a uniformly high standard of upkeep and engagement for years to come across the network of sites.

About the Cape Cod Blue Economy Foundation

The Cape Cod Blue Economy Foundation, Inc. was established by the Cape Cod Chamber of Commerce in 2017 to provide support for the Blue Economy Project, a regional initiative to promote and sustain a maritime-focused economy on Cape Cod, the islands of Martha's Vineyard and Nantucket, and southern Plymouth County.

The blue economy acknowledges that the environment is our economy. It recognizes the vast role that water- both salt and fresh, plays in our everyday life, and the importance of finding a sustainable and symbiotic course for the future. Through the work of the Foundation, the region will strive to achieve the collective vision of the future:

The Cape Cod region is driven by the water that surrounds us, steeped in maritime tradition and dedicated to innovation. We are a modern water-based economy that connects people to their environment, inspires learning, and exports our knowledge to the world.

About the Seaport Economic Council

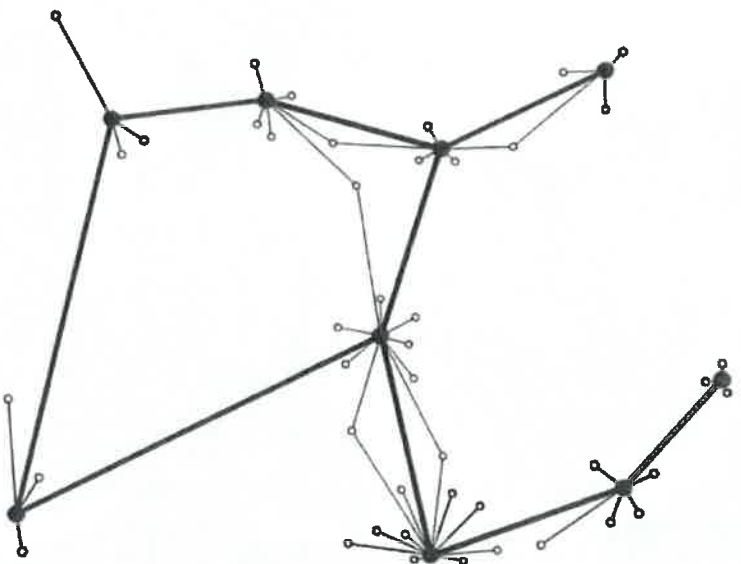


The Seaport Economic Council's mission is to deepen the maritime economy, promote economic development, and support resilient infrastructure in all 78 of Massachusetts' coastal communities while preparing them to engage with the challenges posed by sea level rise and increasingly powerful coastal storms. The council's capital grant program supports working waterfronts, local tourism, coastal resiliency, and maritime innovation, from the North Shore to Cape Cod and the South Coast.

Expedition: Blue!

Design Overview

Expedition Blue **Approach**



Definition

Expedition Blue is a network of sites in the Cape Cod region showcasing how water anchors our landscape, powers our economy, and inspires our future.

An integrated system of architecture, landscape, exhibits and identity that demonstrates the blue economy in action and is durable, ecological, efficient and flexible.

An even more adaptable kit of parts that can be highly responsive to town & partner input but still be rigorously standardized

An anchor for regional identity and for new experiences in the landscape

A new front porch and a new way into the blue economy!

Historical Inspiration: Humane Society Lifesaving Huts

The 1802 "Description of the Eastern Coast of the County of Barnstable from Cape Cod, or Race Point in Latitude 42..." is not as arcane as it's title may appear. In this publication, James Freeman, a member of the Humane Society of Massachusetts provided a surprisingly relevant template for Expedition: Blue.

His account of the small huts, erected, funded and maintained by the Humane Society tells of a project devoted to the aid of shipwrecked sailors off the coast of Cape Cod for the preservation of life and economic gain.

With great sensitivity to the landscape, the waterborne economy and to a purposeful resourcefulness and pragmatism, he tells where bedraggled mariners can find shelter after

a shipwreck until further help arrives and, in some ways, sets forward a program for how to understand the region in terms of building and living in relationship to the environment, albeit in extreme circumstances.

The typical hut is a standardized kit of parts on an 8'x8'x7" module. The striking thing for the present effort is that he describes a network

of semi-temporary, lightly furnished, community-maintained, environmentally-sensitive shacks which are aids to life and economic development and identified by a coordinate system no less! While this is for shipwrecked sailors, ours will be for a different kind of cast-away from the modern day landside looking to find a balance of life



Some Possible Ancestors

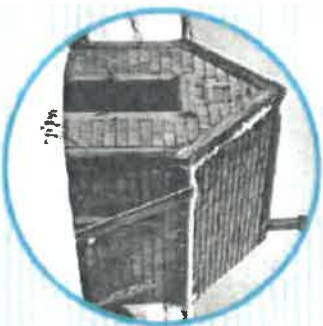
Economical, Resourceful, Natural, Flexible Structures are par of the Cape's building traditions

Wetu



pre-1800's

Lifesaving Huts



early 1800's

Artist Shacks



early 1900's

Cape Modern



mid 1900's

Expedition: Blue!



Present

Acknowledgement to Peter McMahon & Christine Cipriani

Concept Design: Architecture References

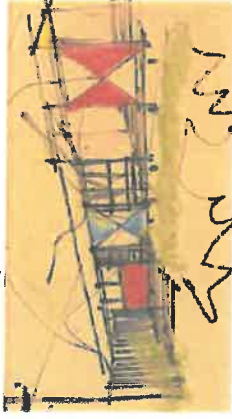
More Porch, less Kiosk

While a kiosk may tell about a place, a porch is a place. The porch welcomes, and also invites further experiences



More Modular & Adaptable

Taking cues from various building traditions of the region, we see that durable, flexible, environmental- ly keen buildings are most able to show the ethos of the region and the values of the blue economy.



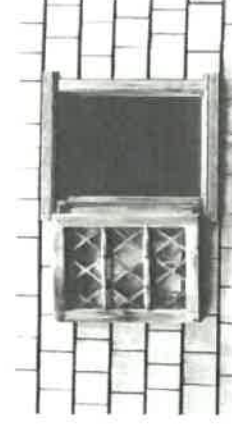
Material = Identity

The use of simple, but purposeful new and old materials is key to durability and communicating the ethos of Expedition Blue. Possible materials include Thermally modified wood, polycarbonate, recycled ocean plastic, reused metal foundations

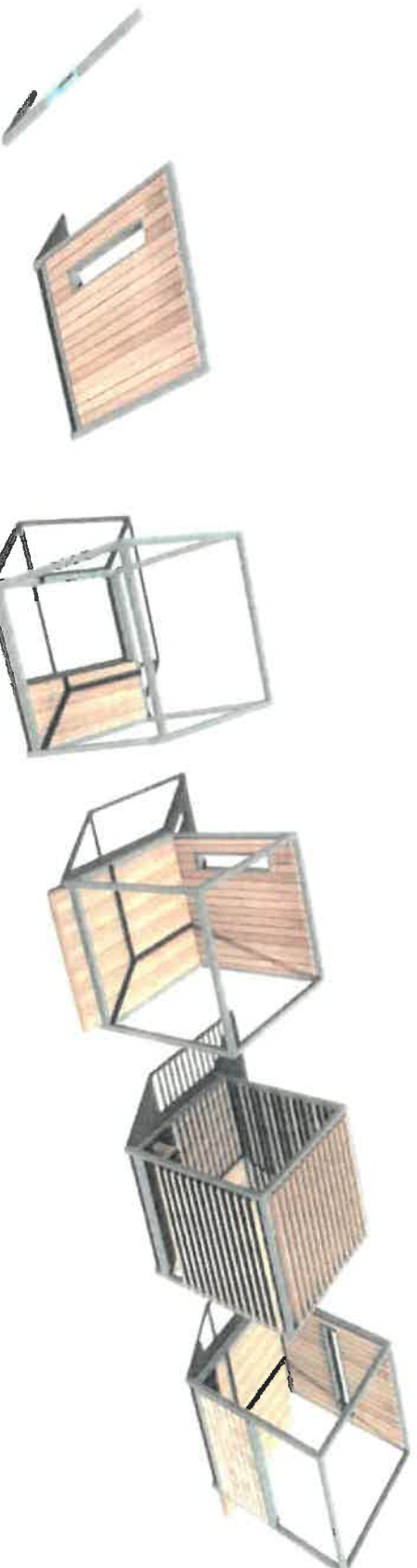


More Ways to See & Experience

Window to Explorations. Seeing prompts doing.



Module Overview: A range of options



XXS extra-extra small

- 8' tall 4x4 wood post
- "Viewport"
- Interpretive text on metal collar
- 3' of pole is below grade
- direct-buried with no foundation required

XS extra small

- Interpretive panel with room for signage, maps, etc...
- tall window

S4 small, option 4

- open frame
- partial deck for sitting
- large frames allow for interpret- ing objects above, below and horizontally

S3 small, option 3

- Interpretive panel with room for signage, maps, etc...
- tall window
- large frames allow for interpret- ing objects above and horizontally
- 6' step to provide "front stoop" to the porch

S2 small, option 2

- slatted roof and walls provide shade and privacy
- slats form a series of "strata" or "horizons" for viewing different layers of the surroundings.
- 8' long bench
- Interpretive text as captions on wood structures

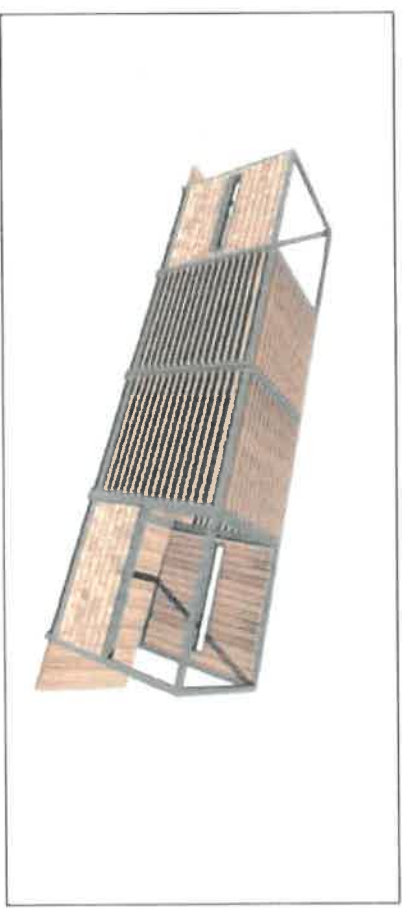
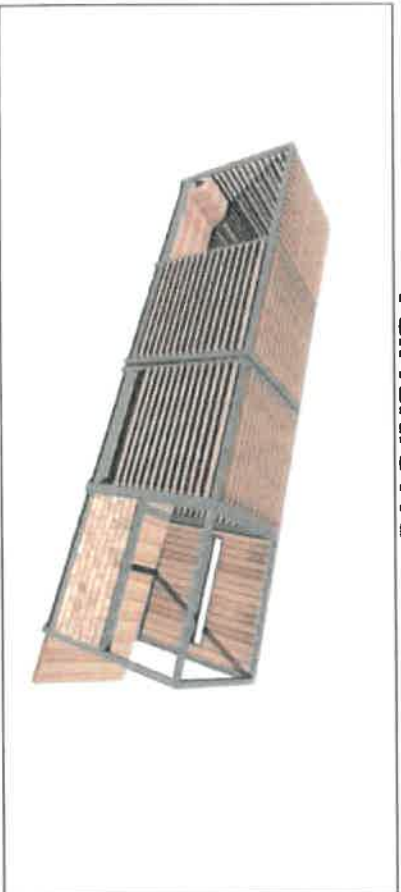
S1 small, option 1

- low wall and high wall provide space for interpretation and graphics and artifacts
- 1-20 sloped platform to allow ADA access
- long, low window for landscape

Module Size Options: Arange of sizes



Potential Combinations linear variations



Expedition Blue Approach



Installations

Windows and Doors to the Blue Economy

These installations serve as “hubs” for Expedition Blue and provide an overview of the Blue Economy and the network of installations. They encourage visitors to find the “markers.”

Communication tools

Name/logo

Overview text

Maps: overview and local

Stories:

- photos/illustrations
- text (captions, quotes, poems and/or brief stories)
- artifacts
- framed views (of blue economy elements)

Interpretive Markers

These signs mark examples of the Blue Economy in situ. Frequently paired with landscape interventions.

Communication tools

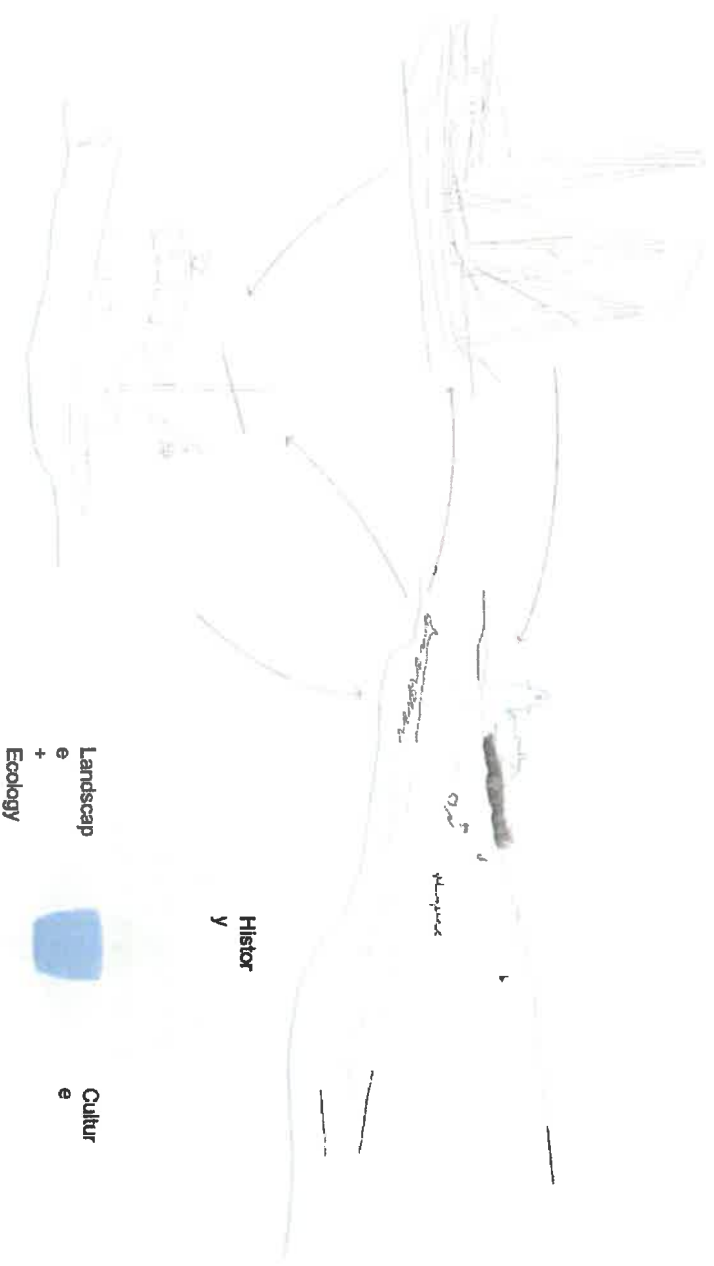
Name/logo

Story:

- framed views (of blue economy elements)
- text (captions, quotes, poems and/or brief stories)

Landscape Approach Site Selection and Framing

The framing of the Expedition Blue! experience can be enhanced by highlighting landscapes that address their functionality as a method for highlight historical usage, modern commerce and economic functioning, and cultural values. This will provide opportunities to artistically highlight multiple features simultaneously that can be framed by the Expedition Blue! Installations.



Walkthrough



Walkthrough





Walkthrough

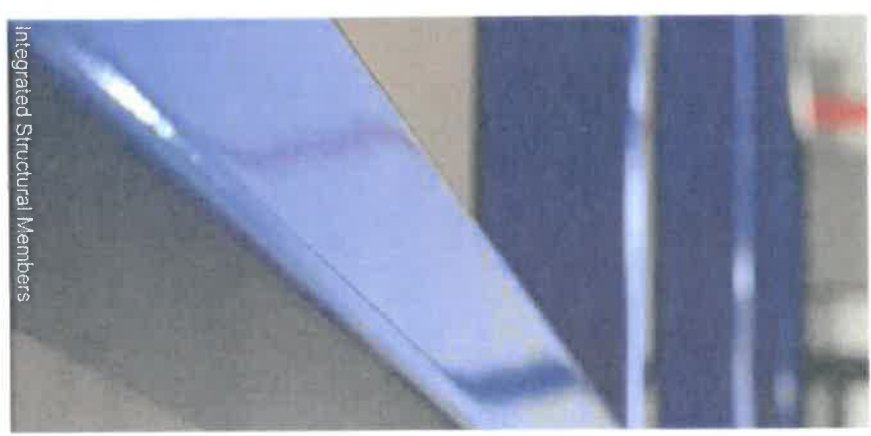
Walkthrough



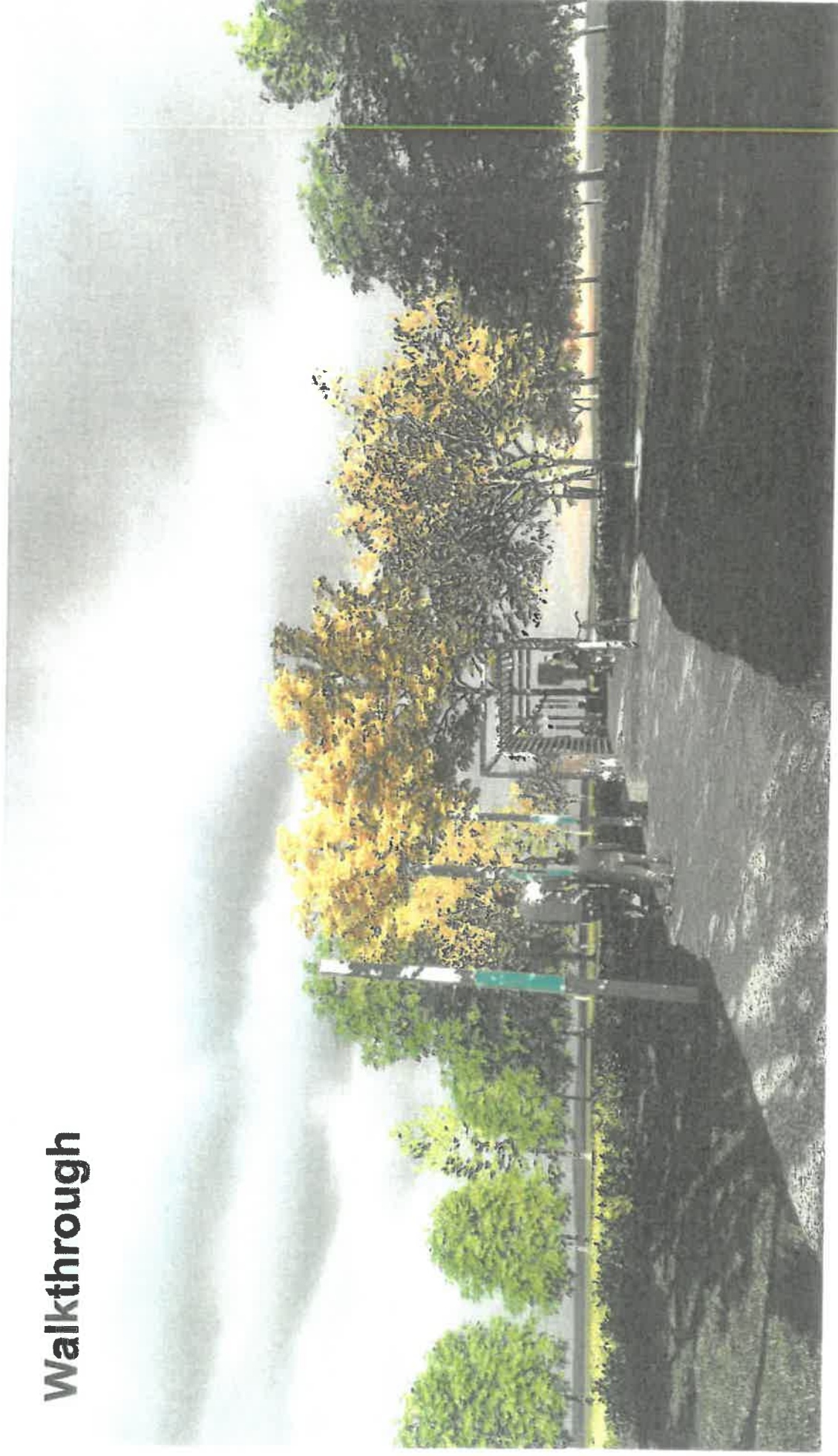


Walkthrough

Durable & Natural Materials for modular components



Walkthrough



Expedition Blue **Approach**

“The Cape Cod Blue Economy is on the rise.
...though this economy is already hard at work,
identifying what it is has never happened.
As a result, the latent power of the Blue Economy
is large and will only be successful at linking a
healthy environment with a healthy economy by
**making it known explicitly to the general
public, partner organizations and current
and future contributors.”**

Excerpt from the Cape Cod Blue Economy Project Implementation Plan, 01-
22-19

Expedition Blue **Approach**

Goal

To showcase and engage the public with the local Blue Economy to build awareness, understanding and pride.

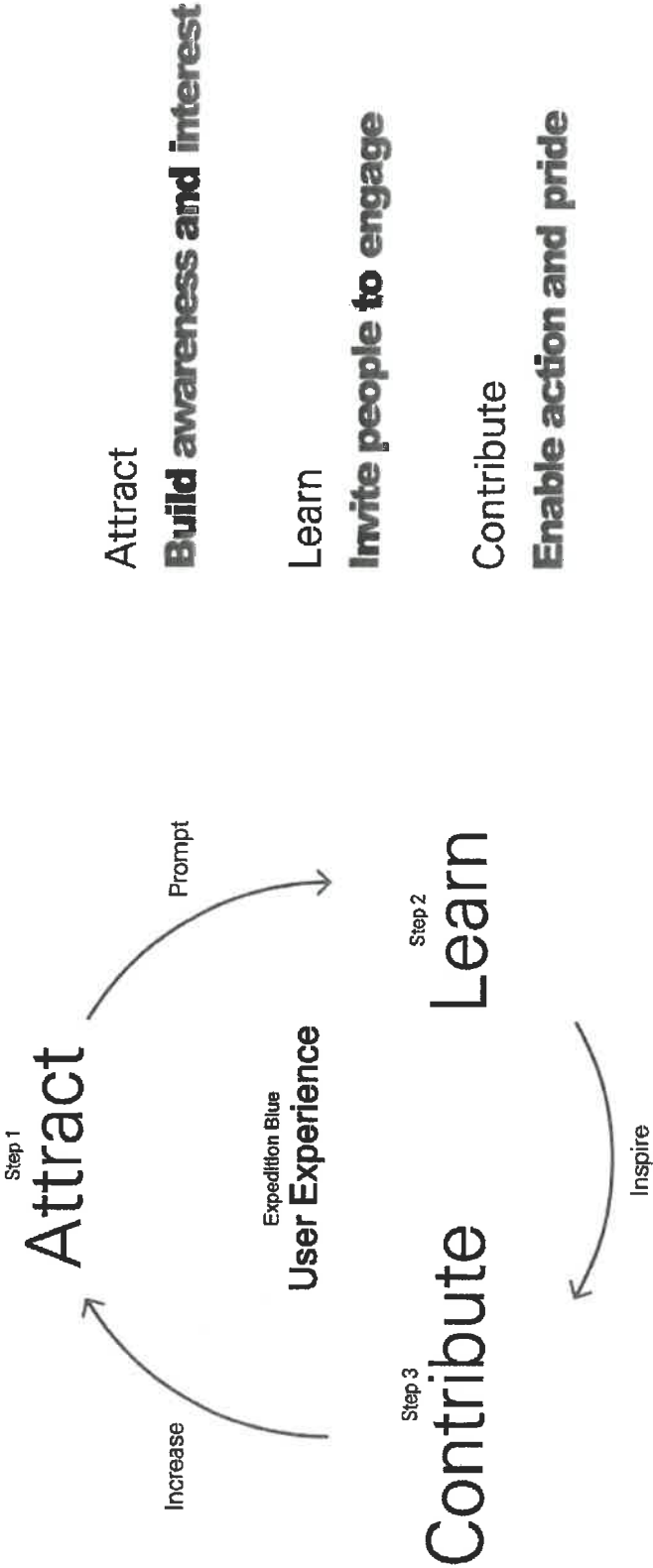
Problem

The public doesn't know about the Blue Economy. or what it is.

Target Audience

The general public, including educators, outside visitors and locals to the Cape Cod region.

Expedition Blue **Experience**



Thank You!



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: February 11, 2020

VII

BUSINESS – F

REQUESTED BY:	Town Administrator
DESIRED ACTION:	Discussion of Decision on Old Shellfish Shack
PROPOSED MOTION:	Discussion
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



TOWN OF WELFLEET

300 MAIN STREET WELLFLEET MASSACHUSETTS 02667

Tel (508) 349-0300 Fax (508) 349-0305

www.wellfleetma.org

To: Wellfleet Selectboard
From: Dan Hoort, Town Administrator
Subject: Old Shellfish Shack decision
Date: February 7, 2020

The decision on what should be done with the old shellfish building on Mayo Beach has been discussed many times.

The purpose of this agenda item is not to determine the fate of the building during this meeting, although you certainly could make that decision. The purpose of this agenda item is to, at a minimum, set a time frame for a final decision. Delaying the decision with no plan in place only allows the building to sit and continue to deteriorate.

Several things to consider:

- In April 2019 town meeting voters voted against providing \$42,000 in funds to renovate the building.
- Any renovation of the building is limited by state building codes which require the building be completely brought up to code if over 50% of the building's value is expended on renovations over a three-year period.
- The Selectboard has taken votes to decide the fate of the building on at least three occasions.
- The Building Needs and Assessment Committee has recommended the building be demolished.
- The Department of Public Works has boarded up the windows and made the building as water-tight as possible.
- A future plan for the entire harbor-front could desire to make use of the building.
- Residents attended one Selectboard meeting and spoke of renovating the building.

As stated previously the Selectboard could make a decision on the building this evening but is not required to do so. However, in my three and half years with the Town of Wellfleet and long before that the Town has failed to make a decision on the building, instead merely kicking the can down the road. Meanwhile, the building continues to sit idle and deteriorate. That should be unacceptable to everyone.

TOWN ADMINISTRATOR SEARCH

There are several motions that the Selectboard may wish to consider this evening.

A. Move to instruct the Department of Public Works to proceed with demolition of the old shellfish shack while maintaining, if possible, anything historic.

or

B. Move to demolish the old shellfish shack on or after October 1, 2020 if no alternative plan is approved by the Selectboard before that date.

or

C. Move to delay any action regarding the old shellfish shack until a complete plan for the harbor-front is produced.

or

D. Move to delay demolition of the old shellfish shack until a complete harbor-front plan is produced, but not later than January 31, 2021. Harbor-front plan is to include plans for the old shellfish shack and how those plans would be funded. Should no plan for the building exist as of January 31, 2021 the Department of Public Works is instructed to proceed with demolition of the old shellfish shack while maintaining, if possible, anything historic.

These motions are suggestions only, another motion may be provided. The purpose of the motions listed above is make a decision, not merely kick the can down the road while the building deteriorates.

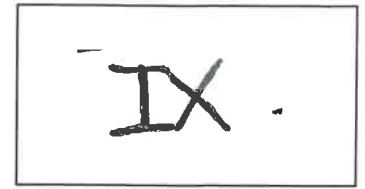
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BOARD OF SELECTMEN

AGENDA ACTION REQUEST

Meeting Date: February 11, 2020



TOWN ADMINISTRATOR'S REPORT

To: Board of Selectmen
From: Dan Hoort, Town Administrator
Subject: Town Administrator's Report
Date: February 7, 2020

This report is for the period January 25, 2020 through February 7, 2020.

1. General

- First draft of ATM warrant has been distributed.
- Working on daycare and hearing assisted devices for town meeting.

2. Fiscal Matters

- FY 2021 FinCom budget reviews in progress

3. Meetings

- January 28 – Finance Dept. Meeting
- January 28 – Selectboard meeting
- January 29 – ‘Meet with the Editor’ to answer questions on Herring River Restoration.
- January 31 – Vacation day
- February 3 & 4 – Vacation day
- February 5 – Staff meeting to discuss annual town meeting warrant
- February 5 – Meeting with Board of Water Commissioners chair
- February 6 – ‘Meet with the Editor’ to answer questions on Herring River Restoration.
- February 6 – Meeting with Police Chief and new Lieutenant
- February 6 – WEA negotiations

4. Complaints.

- none

5. Personnel Matters:

- Sent request for proposals for Town Administrator consultant search.

[illegible]



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: February 11, 2020

XI

CORRESPONDENCE AND VACANCY REPORTS

Wednesday, January 22, 2020 to Friday, February 9, 2020

Letters (emails):

1/22	Courtney Butler	1/28 Meeting Packet
1/23	Nancy Civetta	Grant Holder meeting about Overwintering: Jan. 30 at 12 noon
1/24	Jeanne Maclauchlan	Fox and Crow
1/25	Nancy Civetta	Postponed: Grant Holder meeting about Overwintering: Jan. 30 at 12 noon
1/27	Courtney Butler	Amendments to 1/7 and 1/14 minutes
1/27	Cape Cod Commission	Cape Cod Commission Year In Review
1/27	Jeanne Maclauchlan	Fox and Crow
1/28	Dan Hoort	FW: Wellfleet - High Toss Road (confidential)
1/28	Courtney Butler	FW: Liquor License Rules and Regs
1/31	Jeanne Maclauchlan	Signatures
1/31	Maria Ecke	Wellfleet Taxpayer Interaction with Nancy Vail, Wellfleet Assessor
2/4	Dan Hoort	FW: Conflict of Interest: Justina Carlson (Sent by David Ricketts)
2/4	Ryan Curley	Nitrogen in Shellfish Correction of Jan 9th Meeting
2/5	Jude Ahern	Nancy Civetta as spokesperson for our Town
2/5	Jude Ahern	their propagation efforts work?
2/5	Jude Ahern	Re: do executive session minutes have to include a list of public documents?
2/5	Jude Ahern	Nancy Civetta: your 2018 town report essay
2/5	Jude Ahern	just in case you don't believe me
2/5	US Census Bureau	Initial Boundary Validation Program (BVP) – Response Requested – BAS ID: 32500174385
2/5	Jude Ahern	Fwd: your 2018 town report essay
2/5	Jude Ahern	Fwd: someone did a great job on Dec 19th
2/5	Jude Ahern	Re: your 2018 town report essay
2/5	Purvi Patel (ENV)	EXTENSION OF COMMENT PERIOD EEA#16144 Town of Wellfleet Proposed Shellfish Propagation Sites – WELLFLEET
2/5	Jude Ahern	BCC: Disposition of Town owned property
2/5	Janet Reinhart	Fwd: Initial Boundary Validation Program (BVP) – Response Requested – BAS ID: 32500174385
2/6	Dan Hoort	Annual Town Meeting warrant - first draft
2/6	Janice O'Connell	FW: Barnstable County Assembly of Delegates Review of FY21 Proposed County Budgets
2/7	Dan Hoort	Meals on Wheels
Applications:		
12/6/19	Alice Wells	Use of Town Property
12/23/19	John Cumbler	Join Board/Committee



BOARD OF SELECTMEN

AGENDA ACTION REQUEST

Meeting Date: February 11, 2020

Notices:

1/29	ConsCom	Notice to Abutters: 50 Linden Lane
2/7	DEP Waterways	Waterways Regulations

Date: February 7, 2020
To: Board of Selectmen
From: Jeanne Maclauchlan

Building and Needs Assessment Committee (5 Members)

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

Bylaw Committee (3 Members)

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

Cable Advisory Committee (5 members)

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

Commission on Disabilities (up to 7 Members)

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

Conservation Commission (7 Members)

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

Council on Aging (11 Members)

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

Cultural Council (no more than 15 Members)

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

Finance Committee (9 members, 2 alternate)

Vacant Positions	Appointing Authority	Length of Term
1 Position	Town Moderator	3 years
2 Alternate Positions		3 years
Requesting Appointment: No applications on file		

Human Rights Commission (1 Representative)

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



BOARD OF SELECTMEN

AGENDA ACTION REQUEST

Meeting Date: February 11, 2020

Requesting Appointment: No applications on file

Marina Advisory Committee (7 Members, 2 Alternates)

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

Natural Resources Advisory Board (At least 3 Members)

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

Personnel Board (4 members + TA + FinCom Rep)

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

Recycling Committee (7 members)

Vacant Positions	Appointing Authority	Length of Term
1 Alternate Position	Board of Selectmen	1 year to complete term
Requesting Appointment: No applications on file		

Shellfish Advisory Board (7 members + 2 Alternates)

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

Zoning Board of Appeals (5 members + 4 Alternates)

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



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: February 11, 2020

XII

MINUTES

REQUESTED BY:	Executive Assistant
DESIRED ACTION:	Approval of meeting minutes
PROPOSED MOTION:	I move to approve the minutes of January 28, 2020 as amended.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s): _____
VOTED:	Yea _____ Nay _____ Abstain _____

DRAFT

Wellfleet Selectboard Meeting Tuesday, January 28, 2020 at 6pm Wellfleet Senior Center

Selectboard Members Present: Chair Janet Reinhart; Kathleen Bacon; Helen Miranda Wilson; Michael DeVasto; Justina Carlson

Also Present: Town Administrator Dan Hoort; Executive Assistant Courtney Butler; Health and Conservation Agent Hilary Greenberg-Lemos; Town Moderator Dan Silverman

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

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.

- Bacon greeted the audience and viewers by saying “good evening, Wellfleet”
- Bacon gave a shout out to the founder of Art Peace, Harriet Korim Arnoldi, and the volunteers that organized the 18th MLK Walk on Monday, January 20, 2020.
- Bacon announced that Cumberland Farms will reopen Monday, April 27, 2020.
- Audience Member Dennis O’Connell announced that the Parking Task Force will be the presenter at the February 6 Community Forum at 7pm.
- Audience Member David Rowell asked the Board to look at the Water Regulations regarding prohibition against hooking up irrigation if one is using the municipal system.

PUBLIC HEARINGS

Request from The Fox and Crow, Inc. to change from a Seasonal Licenses to an Annual License

Trudy Vermehren presented her request. Wilson said she called the ABCC and clarified that Vermehren understood that she could not serve until the State approved her license. Wilson noted that there are 5 annual licenses available in Town. Audience member Richard Robicheau, an abutter, said he supported Vermehren 110%.

- Wilson moved to approve the request from the Fox and Crow, Inc. to change from a Seasonal License to an Annual License for the serving of liquor.
- Bacon seconded, and the motion carried 5-0.

Request to temporarily close – Wicked Oyster

Ken Kozak presented the request. Bacon asked if this closure was longer than usual; Kozak said no, they usually close anywhere from 6-8 weeks.

- Bacon moved to approve the request from The Wicked Oyster to temporarily close from February 17, 2020 through April 2, 2020.
- DeVasto seconded, and the motion carried 5-0.

Review and vote on all Town fees

Reinhart noted that the Board has 2 options with this request: move to continue reviewing all of the fees or vote on all fees except the Board of Health fees. The Board of Health informed Butler that they would be voting on any changes at their next meeting. Wilson asked to see Shellfishing Fees, Bacon asked to see Marina Fees.

- Bacon moved to continue until February 25, 2020.

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

COMMITTEE UPDATE – CONSERVATION COMMISSION

Debbie Freeman, Chair of the ConsCom, and Conservation Agent Greenberg-Lemos presented the update. Other ConsCom members were present in the audience. Freeman noted that the ConsCom is a 7-member board but has been operating at 5 members which has presented difficulty in meeting without a quorum during the winter months. Freeman said that the ConsCom is working on a draft Wellfleet Environmental Protection Bylaw with the Association to Preserve Cape Cod which will seek to address Climate Change and looking at landward migration of coastal marshes and upland expansion of inland freshwater wetlands due to increases in sea level and stronger storm intensity.

Freeman noted that the ConsCom is looking at Wesley Swamp and the issue of a pump operated by the Town to drain the isolated freshwater wetland. She stated that this is a violation of both Town and State environmental laws and the concern is that for Spade-Foot Toads and damages to wetlands in the area. Freeman asked the Board to determine how to go about protecting the area best. Freeman noted that in 2019 a large number of “after-the-fact” filings were discussed, which were filed after damages were done. She said that 6 or more after-the-fact filing sanctions were issued, at \$1,000 each, for those filings. Freeman said that 2020 is starting off in the same pattern. Reinhart asked Freeman to inform the audience about the filings and what they should not be doing. Freeman said these filings included removal of trees in the buffer area of a wetland, alteration of land, putting stone steps in without permitting, and building sheds. Freeman said there were also people who should generally be aware but acted as though the bylaws did not exist, including landscapers and private parties. Bacon asked if the \$1,000 fine was a one-time fine; Freeman said it is a fine per violation, and an additional \$200/day fine if the act is not remedied. Bacon asked if this was enforced; Freeman said yes; Bacon said we will take their money and see if that does anything.

Bacon, in regard to Wesley Swamp, noted that she did not know it existed and asked Freeman to discuss it as a vernal pool. Greenberg-Lemos said it was actually an isolated freshwater wetland and a perched water table which provides special habitats for amphibians, she noted there were not too many around Town. Bacon asked when the pump was put into place; Greenberg-Lemos said 1970. Bacon asked the purpose and if it was for mosquito control; Greenberg-Lemos said it was for stormwater control. Greenberg-Lemos said studies have found that the surface increased when the pump stopped causing overflow onto the lawn at Preservation Hall and the garden where the Penny Patch was. There was further discussion.

With regard to the fines placed upon offenders, the Board asked that the \$1,000 fine be raised. DeVasto noted that it is not always clear, as a landscaper, that you may be abutting a wetland and that not all violations are equal. He said that it is more important to get people into compliance, especially those who have not intentionally violated a bylaw. Wilson asked that the bylaws be sent to anyone who has requested in the past or may request in the future a permit from the ConsCom. Audience member Vermehren said landscapers in Wellfleet are not licensed so contacting them is difficult. She said one place the Board could reach out to is the Technical School who puts them into the occupation and may not be teaching them about Town bylaws and permits.

Bacon asked if this was all going on in the dead of the night; Freeman said it generally goes on during the daytime. Carlson noted that it is not the landscaper’s lands violations are occurring on, it is the homeowners, and does not personally feel the landscapers are the problem.

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Reinhart asked if the fines could be raised; Greenberg-Lemos said the fines cannot be raised any higher than they already are. She said that the homeowners are held just as responsible, if not more than the contractor, in these situations and are both asked to attend a hearing.

DeVasto asked about the amount of water being pumped at Wesley Swamp, and if the pump was always running. Greenberg-Lemos said it runs when the surface level waters are met and the DPW and ConsCom do not understand why the level is set at what it is. She said the Town would like to meet with a consultant to see if the pumping needs to continue or not.

Wilson said the row of businesses along that part of Main Street are all on Town water; she asked where their septic systems were – Greenberg-Lemos said in the back. Wilson said Greenberg-Lemos said that Wesley Swamp is perched, so the groundwater is not interacting.

Reinhart said she thinks it is a good idea to look at this issue and will speak to abutters including Preservation Hall and the Memorial Garden. DeVasto asked if the pump ever drains the water until there is none there; Freeman says the pump does not completely drain the swamp. DeVasto asked how diminished the Spade-Foot Toad habitat was; Freeman said there was serious damage.

LICENSES

Special Event Liquor License – Jeanne Maclauchlan

Maclauchlan was present for her request. Wilson asked Maclauchlan if she would promise to have fun; Maclauchlan said absolutely. Reinhart asked if everyone was invited; Maclauchlan said absolutely.

- Bacon moved to approve a Special Event Liquor License for Jeanne Maclauchlan on February 1, 2020 for use at Adam's Lodge, 1 Masonic Lane.
- Carlson seconded, and the motion carried 5-0.

Common Victualler

- Bacon moved to renew the Common Victualler Licenses for Chequessett Yacht & Country Club, Dent Donuts, Emack & Bolio's, Endless Coast, Flying Fish Café, The Fox and Crow Café, PJ's Family Restaurant, Wellfleet Cinemas, Wellfleet Drive-In and Flea Market, Wellfleet Miniature Golf and Dairy Bar & Grill.
- DeVasto seconded, and the motion carried 5-0.
- Bacon moved to renew the Common Victualler License for Moby Dick's.
- DeVasto seconded, and the motion carried 4-0, with Wilson recused.

Weekly Entertainment

- Bacon moved to renew the Weekly Entertainment for Wellfleet Cinemas, Wellfleet Drive-In and Flea Market, Wellfleet Miniature Golf and Dairy Bar & Grill.
- Wilson seconded, and the motion carried 5-0.

BOARD/COMMITTEE APPOINTMENTS AND UPDATES

COA Board – Stephen Greenberg

Greenberg was present for his appointment request. The Board had no questions of Mr. Greenberg. Grout-Thomas said the COA would welcome his presence on the Board and he has already attended a few meetings.

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- DeVasto moved to appoint Stephen Greenberg to the COA Advisory Board for a term ending June 30, 2022.
- Carlson seconded, and the motion carried 5-0.

Shellfish Advisory Board (alternate) – Damian Parkington

Parkington was unable to attend this evening's meeting but is a known person to the Board.

- Bacon moved to appoint Damian Parkington as an alternate to the Shellfish Advisory Board for a term ending June 30, 2023.
- DeVasto seconded, and the motion carried 5-0.

Disclosure of Conflict of Interest – Michael Fisher, Conservation Commission

Fisher was present to discuss his disclosure. Reinhart asked Fisher if he has had any problem with this; Fisher said the problem has been that in the past he has recused himself and with a small quorum capacity there have been a number of issues in which the topic has had to be postponed. Fisher said he wrote to the Ethics Commission and that it was determined that the Wellfleet Conservation Trust is not a business according to the State Ethics Commission and therefore he does not have any financial interests. He said, however, that due to the possible appearance of a conflict he is disclosing that information. Wilson thanked Fisher for his integrity and thoroughness.

- Bacon moved that the Board has determined that the interest is not so substantial as to be deemed likely to affect the integrity of the services which the town may expect from Michael Fisher, member of the Conservation Commission. The disclosure is dated January 14, 2020.
- Wilson seconded, and the motion carried 5-0.

Conservation Commission – Leon Shreves

Shreves was present for his appointment request. Shreves said he has been to a couple of meetings and is aware of the business they do, he said he is very interested in the environment as well and worked with the National Weather Service for 6 years. Reinhart asked the ConsCom members to clarify that they know Mr. Shreves or other future appointments; Wilson said it is ultimately the Board's decision to appointment.

Freeman, Chair of the ConsCom, said Shreves has been an active participant at meetings and they would appreciate his appointment. Wilson asked Mr. Shreves if was clear to him that he could not miss more than 4 meetings in a period of 30 days; he said he was here a lot so that would not be an issue.

- Carlson moved to appoint Leon Shreves to the Conservation Commission for a term ending June 30, 2023.
- Wilson seconded, and the motion carried 4-0, with Bacon recused.

BUSINESS

CZM Grant – Hilary Greenberg-Lemos

Greenberg-Lemos, Steve Mague from the Center for Coastal Studies, and Tim Famulare from the Town of Provincetown presented information on the CZM Grant. Greenberg-Lemos stated that over the last 2 years the Conservation Agents from the Towns of Provincetown, Truro, Wellfleet, and Eastham have been meeting on a monthly basis to share ideas and identify areas where they can work together. She said that out of these meetings it became obvious that there was a joint interest in managing the Towns' shorelines and each participated in the MVP planning process which produced common priorities of shoreline protection and beach nourishment. The Towns received a \$115,000

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grant to develop an Intermunicipal Shoreline Plan after applying for the CZM grant. The plan includes the shorelines from Rock Harbor in Eastham to Race Point in Provincetown - 35 miles of shoreline that the group hopes to one day manage together in a cost effective, mutually beneficial manner to increase resiliency. Greenberg-Lemos said that Mague has provided a database of environmental resources to the group, which he discussed. He said the database currently has over 175 files.

Reinhart said this is exactly what all the Towns need to do – work together. She commended the group on their collaboration efforts.

Bacon asked the group if they would be okay with her rewording the motion to read as “Memorandum of Agreement between the Towns of Provincetown, Truro, Wellfleet, and Eastham to pursue the development of intermunicipal shoreline management.” Bacon congratulated Greenberg-Lemos on being the Project Manager for this endeavor. The group and Board approved of Bacon’s suggested motion.

Reinhart noted that MVP is for the Municipal Vulnerability Preparedness program funded by the State.

- Bacon moved to approve the draft language of the Memorandum of Agreement between the Towns of Provincetown, Truro, Wellfleet, and Eastham to pursue the development of Intermunicipal Shoreline Management Coastal Zone Management grant.
- Carlson seconded, and the motion carried 5-0.

Authorize Housing Authority to apply for a Housing Choice Designation in 2020

Reinhart noted that this program is funded by the State. Karen Kaminski from the Housing Authority presented the request. She noted the Housing Authority is attempting to apply for a grant for Housing Choice Designation for 2020. She noted that there are a lot of requirements and the group is unsure if they can meet all of them. Kaminski said the designation could bring \$25,000-\$100,000 toward development of good housing for the community. Hoort said the group wants the Board’s authorization to work on this. Kaminski said the group is trying to determine if they can meet the criteria and the application deadline is the end of March. DeVasto asked if the designation was denied could the group apply again next year; Kaminski said that yes, they could apply next year if it was not awarded this year.

- Bacon moved to authorize Housing Authority to apply for a Housing Choice Designation in 2020.
- Wilson seconded, and the motion carried 5-0.

Discussion of beginning Town Administrator search

Reinhart said there are 2 possibilities for proceeding: 1) selection of a search committee, with suggestions from the Selectboard for appointments to the committee and 2) to hire a consultant firm, such as Provincetown, Harwich, and Truro have done. Reinhart recommends the hiring of a firm, noting the time constraints of using a committee and the time commitment of committee members.

Reinhart outlined the process of using a consultant, stating that the firm would gather input from the Selectboard, Department Heads, and Boards and Committees. The firm would also write up the advertisement and place it and would go through applications to narrow down the applicants.

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Wilson, having served on a pre-screening committee in the past, noted the use of a consultant during a previous Town Administrator search and that the pre-screening committee did not have a good experience. She said the two problems were that there were too many people on the pre-screening committee and the amount of time it took to hire a Town Administrator, which lead to the loss of candidates. Wilson did not think a consultant was a good idea.

Carlson agreed that a consultant would be good. She spoke with several principles of firms that specialize in staffing areas at the Massachusetts Municipal Association (MMA) Meeting and Trade Show this past weekend. Carlson noted that this was a critical hire for the Town.

Bacon agreed that a consultant was a good idea. She noted that the Town would be competing with Truro in the same period that they are searching for a Town Administrator and that time is of the essence. Bacon asked that the consultant look at the job description to fine-tune it. Bacon asked Hoort when the job should be advertised; Hoort said sometime in the month of February.

DeVasto said he was on the fence a little bit, noting that the Town likes to usually handle things on its own but noted the importance of hiring the right person. He asked about the cost of a consultant and what the Board gets to dictate in terms of the search. DeVasto asked if they consulted with the consultant in open session; Reinhart said she was unsure but that the consultant may talk with each member individually or as a Board to gather criteria. She listed criteria that the Board would potentially ask the consultant to look at: leadership, financial experience, procurement, education experience, communication skills, management skills, leadership skills, and community. Reinhart noted that the consultant would narrow down the applicants based on the Board's needs and requests while consulting with the Board.

Hoort said that in contrast to using a consultant, a pre-screening committee would bring forward the final 3 to 5 candidates to the Board and the Board would conduct their interviews. Wilson said she was favorable to this process, using a consultant and a pre-screening committee. Wilson also said the Board has to interview a consultant as well; Hoort said if this is the route that the Board wants to take, he will ask firms he knows of to submit proposals to conduct the Town Administrator search and then the Board would interview them.

Bacon said she believed the Board would have difficulty getting people to commit to a screening committee, saying she has already done a little outreach. The committee would be of 5 people and would need to commit to meeting at least 2 times a week for a few months. Reinhart noted that word has gotten out that Wellfleet is looking for a Town Administrator and that she and Carlson both have names of consultants in mind.

Reinhart asked for a motion to hire the consultant; Wilson asked for a motion to compile a search committee. DeVasto asked to hire the consultant first, prior to getting a search committee together.

- Bacon moved to instruct the Town Administrator, Dan Hoort, to reach out to several consultants so that the Board can begin the search for the Town Administrator.
- Carlson seconded, and the motion carried 5-0.

Reinhart asked the Board to submit names of those who may be interested and a good fit for the search committee. Hoort asked the Board to forward the information of anyone who may be interested to him.

ATM Meeting Changes – Moderator

Moderator Silverman was present for the discussion. Silverman was glad this was being discussed to refresh viewers of his suggestions presented to the Board last May. He discussed the following points, which were listed in an email from Hoort to Silverman, that was included in the meeting packet:

- **Childcare** – we are working with the Wellfleet Elementary School and expect to have childcare available for the April 2020 annual town meeting.

Hoort spoke with WES principal Mary Beth Rodman who said she could provide a room for such a service. Silverman's questioned who would provide the service and suggested using Eastham services or possibly hiring babysitters. Hoort and Butler said they would look into this matter, especially concerning legalities.

- **Bylaw Change allowing a 6pm start** – The Selectboard will discuss at the upcoming meeting whether they would like to put forward a bylaw for this.

Silverman said that this bylaw would go on this year's Warrant. He read the current bylaw – "ARTICLE I TOWN MEETING Section 1. Annual Town Meetings shall be opened at 7:00 o'clock in the evening. Special Town Meetings may be opened at 7 or 7:30 o'clock in the evening at the discretion of the Selectmen." He suggested that the Bylaw read that the meeting begin at a time to be determined by the Selectboard. Silverman noted that the Annual Town Meeting for this year would still begin at 7pm.

Reinhart, Wilson, and DeVasto agreed with this suggestion. Hoort said he would write up the Bylaw amendment article and present it to the Board for their insertion. Bacon said that for working people, getting to the meeting at 6pm would be difficult. She also that the Selectboard meets prior to the Annual Town Meeting so they would need to get there by 5:30 or 5:45. Carlson agreed with Bacon. Silverman said that working people also have a hard time staying until 11PM and the issue goes both ways. He also noted that this was up to the voters, if proposed as a Bylaw change.

Wilson liked the idea of leaving the Bylaw open-ended and allowing the Board being able to look at the length of the Warrant each year and what was being presented to determine the start time. DeVasto was concerned with it not being a consistent time each year and suggested having discretion from the Selectboard but also selecting a time. He did not feel the time needed to change each year. DeVasto suggested including the language to leave the determination of meeting time up to the discretion of the Selectboard. Silverman agreed with the notion that people expect it to be held at a certain time.

Reinhart asked that an extra set of registrars be added to move along the check-in process.

- **Change location of both screens to in front of audience** – I've reached out to our Media Operations Manager and IT to see if we can accomplish this.

Silverman asked if there was a better projection system and that this would need to be discussed with Barnstable County IT.

- **Assistive-hearing devices for those with severe hearing loss** – I've reached out to our Media Operations Manager and asked her to look into this. I expect to have it for April.

Silverman asked Media Operations Manager Mia Baumgarten to do some research on this for hearing devices. Hoort said that Baumgarten will be providing him with a quote to obtain these devices, perhaps via renting them.

Silverman said only 6-12 would need to be purchased but could not provide an accurate number as to the actual need of the devices.

- **Consent Articles** – I will work with you (Mr. Silverman) and the Selectboard to see what articles we can group under a consent agenda.

Silverman noted that this is the grouping of Warrant items to move along the process of voting on articles at Town Meeting.

Additionally, Reinhart said she liked the idea of Town elections being the same date and time as State and Federal elections – or rather just on Tuesdays. Silverman said the two issues would be that the election days would be Tuesdays and that the polls not open or close earlier than the State polls do. He also noted the concern of getting enough poll workers. Wilson said there should be outreach regarding poll hours and that hours should be consistent.

Carlson asked Silverman about his recommendations to two Town Meetings per year; Silverman said that a number of Towns do this procedure where the Spring Meeting is primarily a financial meeting and the Fall Meeting is for all other business. He said this process almost guarantees getting the Town Meeting done in 1 night and gives people the opportunity to discuss issues without feeling rushed. Silverman noted that Wellfleet has held Town Meetings in the Fall in the past and noted that it is advantageous to decide and advertise that Town Meetings would be held 2 times per year. Silverman noted there is always the opportunity to bring up timely issues as well, stating the meeting agendas would not be exclusive. He noted the extra expense for holding 2 Town Meetings; Reinhart said this expense is about \$5,000. Wilson said this has been discussed by the Charter Review Committee and that it was left the way it was – with the option of having a Special Town Meeting but it is not expected. Wilson disagreed with Silverman's suggestion. Reinhart also disagreed with this suggestion. Carlson said it was exhausting to go 3 nights and notices that people leave and that it would be nice to have Town Meeting be 1 night.

DeVasto said personally, that having long Town Meetings, and the time in which matters have to be pushed through, that he would agree with having 2 Town Meetings. He said this does not have to be every year and would be dependent on the Warrant size and suggested a trial.

Silverman asked the Board to consider putting a non-binding question on the Warrant to gauge voter interest in having 2 meetings; Bacon requested that this outlines the cost to having an additional meeting. Butler suggested do a sort of campaign and outreach to gauge voters' interests in hearing their inputs, whether it is via social media or Town website or some combination or other platform and that it includes proper information such as costs. She noted the importance of hearing Town Meeting Attendees' and Voters' responses to the suggestions regarding meeting time and frequency.

Lastly, Silverman asked that petitioned articles not go last on the Warrant, stating that these articles are often shoved to the back of the warrant and treated with less attention than regular articles. Bacon took offense to this judgement and said the petitioned articles are not shoved at the back of the warrant due to the Selectboard's discretion, they are simply the last articles to come to the Board.

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Wilson said the petitioned articles deadline comes before the regular articles and asked that, when appropriate, to place the petitioned articles alongside the regular articles when seen fit.

Approval of signature to Declaration of Restrictive Covenants

This item was discussed at the January 14 meeting and the Board asked for further guidance from Town Counsel with regard to the use of the word “may” in Section 2: Term. KP Law responded that the “language regarding renewal would be operative only in the event the restriction was found not to be enforceable for the 99-year term. The Town would then have the option, in its sole discretion, to “renew” the restriction, for 20-year periods.”

- Bacon moved to approve that the Selectboard sign the Declaration of Restrictive Covenants for 2619 State Highway, Rte. 6, Wellfleet.
- Wilson seconded, and the motion carried 5-0.

SELECTBOARD REPORTS

- Reinhart: attended the MMA conference with Carlson
- Reinhart: met with Rep. Peake and Sen. Cyr at the State House with DOT and DCR to discuss the plan for the Bike Path. Carlson was also present.
- Reinhart: March 10, 2020 will be when the DCR/DOT comes to present their plan to the Selectboard.
- Carlson: echoed Reinhart’s comments on the MMA conference and encouraged members to attend next year.

TOWN ADMINISTRATOR’S REPORT

This report is for the period January 11, 2020 through January 24, 2020.

1. General
 - none.
2. Fiscal Matters
 - FY 2021 FinCom budget reviews in progress
3. Meetings
 - January 14 – Finance Dept. meeting
 - January 14 – Selectboard meeting
 - January 15 – Finance Committee meeting
 - January 16 – Meeting to discuss phone system upgrade
 - January 16 – Herring River Executive Council meeting
 - January 22 – Finance Dept. Meeting
 - January 22 – Dredging Task Force meeting
 - January 23 – Meeting with legislative leaders in Boston
 - January 24 & 25 – MMA Conference in Boston
4. Complaints.
 - none
5. Personnel Matters:
 - Begin process for Town Administrator search

TOPICS FOR FUTURE DISCUSSION

DRAFT

- Wilson: Discuss the meeting in which Reinhart and Carlson attended with Rep. Peake and Sen. Cyr on January 22.
- Wilson: Herring River Restoration Project in Executive Session, email from KP Law dated 1/28/2020.
- Wilson: relation to the Herring River Executive Council
- Bacon: review Chatham's Liquor License Policies and Regulations
- Bacon: determination on the Shellfish Shack
- Bacon: determination on taping all regulatory boards
- Wilson: marijuana policy
- Reinhart: Harbor meeting with numerous departments for input into a Harbor plan.
- DeVasto: bathrooms at Baker's Field

CORRESPONDENCE AND VACANCY REPORTS

No comments.

MINUTES

- Wilson moved to approve the minutes of January 7 and January 14, 2020 as amended.
- Bacon seconded, and the motion carried 4-0-1, with Carlson abstained.

ADJOURNMENT

- Bacon moved to adjourn
- Wilson seconded, and the meeting adjourned at 8:30pm.

Respectfully submitted,

Courtney Butler
Secretary

Public Records Material as of 1/22/2020

1. Public Hearing Papers for the request from The Fox and Crow, Inc., Wicked Oyster, and review of all Town fees;
2. Lists of all Town fees;
3. Presentation from the Conservation Commission regarding Wesley Swamp;
4. Memo from the Conservation Commission to the Selectboard regarding Wesley Swamp;
5. Special Event License request from Jeanne Maclauchlan;
6. List of licenses for renewal from Principal Clerk;
7. Appointment papers for Stephen Greenburg, Damien Parkington, and Leon Shreves;
8. Disclosure of Conflict of Interest filing from Michael Fisher;
9. Memo from Hilary Greenberg-Lemos regarding the FY20 CZM Coastal Resilience Grant Award;
10. Presentation on Increasing Coastal Resiliency Through Inter-Municipal Shoreline Management;
11. Housing Choice Designation information papers;
12. Email from Dan Hoort to Dan Silverman and Town Staff regarding ATM Meeting Changes, dated November 21, 2019;
13. Memo from the Moderator dated May 8, 2019 regarding ATM Post-Meeting comments;
14. Declaration of Restrictive Covenants from Moriarty, Troyer, & Malloy LLC;

DRAFT

15. Town Administrator's Report;
16. Correspondence and Vacancy Reports;
17. Draft and amended minutes of January 7, 2020 and January 14, 2020 meetings.



BOARD OF SELECTMEN

AGENDA ACTION REQUEST
Meeting Date: February 11, 2020

XIII

ADJOURNMENT

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

