



Wellfleet Selectboard

Note: Start Time of 7pm

The Wellfleet Selectboard will hold a public meeting on **Tuesday, June 23, 2020, at 7:00 p.m.** This meeting will be held via **Zoom Video Conference** in accordance with the temporary suspension and enhancement of the Open Meeting Law requirements by Governor Baker. Instructions for a Zoom video conference meeting which also allows phone dial-in are given below:

1. Watch a livestream on Wellfleet's YouTube Channel located at the following link:
www.youtube.com/c/wellfleettownmedia.
2. Join the meeting hosted in Zoom by using the following link: <https://zoom.us/j/97107708366>
3. Audio, video, chat, and screen sharing functions will be disabled during the public session. Request to participate by using the "raise hand" function. **Meeting ID: 971 0770 8366**
 - a. Raise hand in smartphone app – touch bottom of your screen and select "more" - hit "raise hand" button
 - b. Raise hand on computer – hit "participants" button on bottom of screen – hit "raise hand" button on bottom of participants panel
 - c. Please make sure you properly identify yourself before speaking, rename yourself by selecting the participants button and choosing "more" (or by holding down on your name on a smartphone app) and selecting "rename" - full, legal names only.
 - d. Please join the meeting on time.
4. You may also listen to the meeting by calling in on a phone to +1 929 205 6099 and enter **the meeting ID 971 0770 8366**. Landline callers can participate by **dialing *9 to raise their hand**.
5. You may submit questions and comments to the Town using the following email:
executive.assistant@wellfleet-ma.gov Comments made during the meeting via e-mail will be sent to Selectboard members AFTER the meeting.
6. Meeting materials are attached to this agenda, available online at Wellfleet-ma.gov. It is recommended that phone participants access materials in advance of the meeting.
7. **Please follow the following general instructions:**
 - a. Keep your phone muted at all times when not talking; no one is allowed to unmute themselves during the meeting.
 - i. Selectboard meetings are NOT interactive. If public comments are allowed that's all, comments only, not questions.
 - ii. If the Chair is allowing comments during the meeting the number of comments will be limited and may be **no longer than one minute**.
 - b. Do not use speakerphone; do not use Bluetooth devices; mute all background noise.
 - c. Please do not speak until the Chair asks for public comments or questions and you have been recognized by the moderator and unmuted.
 - d. After the business section is complete no public comments are permitted. Future agenda items are from the Selectboard, no one else.
8. 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. Reorganization of the Selectboard

A. Election of Chair, Vice Chair and Clerk

II. 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.

III. Discussion of COVID-19; Updates and Recommendations

- IV. Board/Committee Appointments and Updates**
 - A. Annual Reappointment of Members
 - B. Committee Update - Energy and Climate Action Committee
- V. Business**
 - A. Discussion of TA Hoort's last day.
 - B. Discussion of COVID-19 effect on Town budget
 - C. Approval of July 2020 budget by Selectboard
 - D. Approval of contract for new TA Maria Broadbent
- VI. Selectboard Reports**
- VII. Town Administrator's Report**
- VIII. Topics for Future Discussion**
- IX. Correspondence and Vacancy Reports**
- X. Minutes**
 - A. May 26, 2020 – regular meeting
 - B. June 2, 2020 – Emergency Management Team
 - C. June 4, 2020 – TA interviews
 - D. June 8, 2020 – TA decision
 - E. June 9, 2020 – regular meeting
 - F. June 16, 2020 – Emergency Management Team
- XI. Adjournment**



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: June 23, 2020

I

REORGANIZATION OF THE BOARD

REQUESTED BY:	Chair
DESIRED ACTION:	Vote for Chair, Vice Chair and Clerk
PROPOSED MOTION:	<p>I move to appoint _____ as Chair of the Board for the next year.</p> <p>I move to appoint _____ as Vice Chair of the Board for the next year.</p> <p>I move to appoint _____ as Clerk of the Board for the next year.</p>
ACTION TAKEN:	<p>Moved By: _____ Seconded By: _____</p> <p>Condition(s):</p>
VOTED:	Yea _____ Nay _____ Abstain _____



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: June 23, 2020

III

COVID-19 UPDATES AND RECOMMENDATIONS

REQUESTED BY:	Chair
DESIRED ACTION:	Discussion of COVID-19; Updates and Recommendations
PROPOSED MOTION:	
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: June 23, 2020

IV

BOARD/COMMITTEE REAPPOINTMENTS – A

REQUESTED BY:	Principal Clerk
DESIRED ACTION:	Annual Reappointment of Members
PROPOSED MOTION:	<p>I move to reappoint the Committee and Board members as listed on the Reappointments List from the Principal Clerk to the respective committees and boards as listed for terms as listed.</p> <p style="text-align: center;">OR</p> <p>I move to reappoint _____ to the _____ for a term to expire in _____.</p>
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

Board of Health	3 years	Kenneth Granlund
Board of Water Commissioners	3 years	James Hood Catharie Nass
Cable Advisory Committee	1 year	Thomas Cole Mia Baumgarten Deborah Magee Jennifer Wertkin
Community Preservation Committee	3 years	Janis Plaue
Conservation Commission	3 years	Deborah Freeman John Portnoy
Council on Aging Committee	3 years	Dian Reynolds Sarah Multer
Energy Committee	3 years	Lilli-Ann Green
Local Housing Partnership	1 year	Anne Suggs Madeleine Entel Susan Spear Judy Taylor Karen Kaminski
Marina Advisory Committee	2 years	Joseph Aberdale Walter Baron
Natural Resources Advisory Committee	3 years	John Riehl Thomas Flynn
Open Space Committee	1 year	Bruce Hurter Robert Jackson John Cumbler Thomas Slack Lynn Southey Fred Streams Margaret Sagan
Planning Board	5 years	Gerald Parent

Recreation Committee	3 years	Christine Bezio
	3 years	Kevin Scally
Recycling Committee	3 years	Christine Lustig Shreves
		Lydia Vivante
		Christine Wisniewski
Shellfish Advisory Board	3 years	Thomas Siggia
Taxation Aid Committee	3 years	Dawn Rickman
Veterans Agent	1 year	Gregory Quilty
		Scott Dutra
		Wilfrid Remillard
		Shawney Carrol
Zoning Board of Appeals	3 years	Sharon Inger
		Michael Lynch
		Reatha Ciotti



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: June 23, 2020

IV

BOARD/COMMITTEE REAPPOINTMENTS – B

REQUESTED BY:	Chair
DESIRED ACTION:	Committee Update – Energy and Climate Action Committee
PROPOSED MOTION:	Update
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

The proposed regional high school should meet net-zero construction standards. If we do not build a net-zero emissions high school now, we can anticipate an expensive retrofit within ten or fifteen years.

Greenhouse gas emissions are generally recognized as a major cause of climate change that require action now. Governor Baker has announced a Massachusetts goal of net-zero emissions by 2050 and several pieces of legislation are pending to make this happen.

The Massachusetts Senate has passed (36 to 3) a bill ratifying this goal and giving intermediate goals of reduction to 50% of 1990 emission levels by 2030 and 75% of 1990 emission levels by 2040. This bill has the full support of our state representative and senator. We expect this, or a similar bill, to become law within the next few years. The Cape Cod Commission is currently considering a revision to the Regional Policy Plan to adopt a goal of net-zero emissions. Town Meetings for all towns on the Cape are currently considering articles adopting net-zero goals.

This means that by 2030 we may well be required to reduce ALL of our greenhouse gas emissions to 50% of 1990 levels. Any actions we take today should keep in mind the likelihood that these comprehensive and difficult standards will soon be in place.

The towns of Wellfleet, Eastham, Orleans and Brewster are now considering construction of a new regional high school. This building will last 50 years or more and will be required to meet these stringent new emission standards shortly after it is built.

If we do not build a net-zero emissions high school now, we can anticipate an expensive retrofit within ten or fifteen years. This retrofit will cost many times the amount that it would cost to do it right the first time. It would be extremely shortsighted of our towns to build a new regional high school that does not meet net-zero emission standards.

We recognize that there is additional cost, amortized over the life of the building, to meet net-zero construction cost. These costs are offset by lower costs for heating and cooling and the avoidance of an expensive retrofit within the next dozen years. A net-zero building will save money over the long run.

We therefore urge the regional school system, the SelectBoards of our four towns, and the citizens at the four town meetings to go forward with plans for a regional high school only if it meets net-zero standards.

We look forward to your thoughts about this matter. We would be glad to meet to discuss this issue further.

On behalf of the Wellfleet Energy and Climate Action Committee,

Richard Elkin, Chair

Wellfleet Energy and Climate Action Committee

Richard Elkin, Chair

Lili-Ann Green, Treasurer

David Mead-Fox

Robert Shapiro

Suzanne Ryan

Chuck Cole, Vice Chair

Carol Magenau

John Cumbler

Gorham Bingham

Net-Zero Action on the Outer Cape

DRAFT

Background

It is widely understood that there is an urgent need to address climate change on a global basis. The Paris agreement signed in December, 2015 was an unprecedented historic step in creating a fossil-free future. In the agreement, nearly 200 countries around the world agreed to keep global temperature rise well below 2 degrees Celsius. The United Nations Intergovernmental Panel on Climate Change (IPCC) in October 2018 published a landmark report (Global Warming of 1.5°C) as requested by the parties to the 2015 Paris Agreement. The report demonstrates that global carbon emissions must decline by nearly half by 2030 and reach net-zero by 2050 to have at least a 50% chance of limiting warming to 1.5°C and avoiding the worst effects of climate change.

With the present Federal administration unwilling to lead, action has fallen to U.S. states, businesses, communities, and individuals to do their part. In Massachusetts, the State Senate has passed a bill (S2477) that mandates reaching net-zero by 2050. To reach this goal, greenhouse gas emissions limits will be set by the State in five year increments beginning with 2020. In addition, the 2030 limit must be 50 per cent below the 1990 emissions level and the 2040 limit must be 75% below this level. While the bill has not yet been passed in the house, approval seems likely.

While the State action is very important, we have a responsibility to move towards the goal of zero net carbon pollution as soon as possible. Net-zero means the Outer Cape would get as much electricity from renewable sources as it uses. This can be done through a combination of energy efficiency improvements, local clean energy production, and purchasing renewable energy. The simple way to think of the task is to increase energy efficiency and electrify everything (strategic electrification) that is now powered by fossil fuels. We do not have the luxury of waiting for the Senate bill to pass or even to have the metrics to measure our work fully developed (but these can be developed in parallel). We need to move now and we know what is needed. The challenge is to organize and move to specific actions and programs.

Organize and Act

David Mead-Fox

June 16, 2020

Establish an Outer Cape Net Zero Task Force composed of town officials, stakeholders, and advocates (energy committees, etc.) The task force can:

- organize and coordinate education and outreach to all stakeholders, including residents and businesses;
- develop educational materials for use with this work;
- develop a “ballpark” greenhouse gas inventory as a starting point and refine;
- set net zero goals (see below);
- develop and introduce specific programs to move towards strategic electrification and greater energy efficiency. Each program would have three components - simple to implement, saves money, and reduces greenhouse gases.

Net Zero Goals

Without a reasonably accurate greenhouse gas inventory, it is difficult to set specific targets. However, this can be added as it is available and the following areas could have specific targets added to them. These goals should ideally be created and specified based on visioning and input from the Outer Cape Community and all stakeholders.

- *Energy efficiency in existing buildings* - this can be developed and implemented with Cape Light Compact.
- *Net Zero new construction* - this is primarily educational in nature to prepare since State building codes need to be updated first (work is underway on this). In addition, a specific focus could be on advocating for making the planned new regional high school net zero (new building codes are not required).
- *Electric-powered transportation* - education, promotion, and financing, working with vendors and local financial institutions.
- *De-carbonize municipal, home, and business heating* - education, promotion, and financing, working with vendors, Cape Light Compact, and local financial institutions.
- *Energy supply* - education, promotion, and financing for local renewable energy production (Mass CEC and related State entities) and renewable energy purchase (Cape Light Compact).

Resources

Cape Cod Commission - planning and assessment

Cape Light Compact - energy assessments, energy efficiency, and power supply

Massachusetts Clean Energy Center (and related State resources) - information and funding

Massachusetts Climate Action Network - climate change resources and guidelines

Cape-based climate focused organizations - Climate Emergency Initiative (350 Cape Cod, Cape Cod Climate Change Collaborative, Center for Coastal Studies, 350 Cape Cod, Association to Preserve Cape Cod, Sierra Club Cape Cod, Citizens 'Climate Lobby South Shore/Cape Cod, Extinction Rebellion Cape Cod, and the Faith Communities Environmental Network)

Town Selectboards, Administrators, applicable town Committees, and Energy Committees - the foundation of local action

Local Libraries, community forums, and other town resources - publicity, education, space

Community radio and television - publicity and education

Regional financial institutions - Cape Cod Five, Seaman's Bank - financing programs

Vendors - electric vehicle industry, PV system companies, Energy efficiency companies, HVAC companies

Next Steps

Discuss, alter, and finalize as a draft plan within Wellfleet Energy and Climate Action Committee.

Meet with the organizations in Resources above to discuss and refine the plan.



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: June 23, 2020



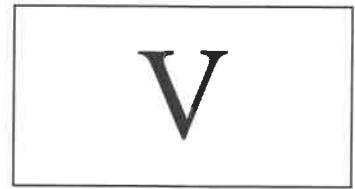
BUSINESS – A

REQUESTED BY:	Town Administrator
DESIRED ACTION:	Discussion of TA Hoort's Last Day
PROPOSED MOTION:	
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



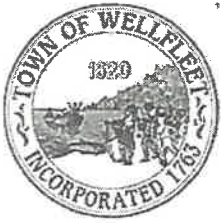
SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: June 23, 2020



BUSINESS – B

REQUESTED BY:	Town Administrator
DESIRED ACTION:	Discussion of COVID-19 effect on Town Budget
PROPOSED MOTION:	
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



TOWN OF WELLFLEET

300 MAIN STREET WELLFLEET MASSACHUSETTS 02667

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

www.wellfleetma.org

To: Wellfleet Selectboard
From: Daniel R. Hoort, Town Administrator
Subject: Plan for Addressing Financial Impact of COVID-19 virus
Date: June 19, 2020

The FY 2021 budget for the period July 1, 2020 through June 30, 2021 will not be approved by town meeting voters until annual town meeting currently scheduled for October 5, 2020.

The attached documents summarize our current FY 2021 operating budget. This budget was created prior to the onset of COVID-19. COVID-19 is obviously going to affect certain revenues. At this time we can make an educated guess as to which revenues will be affected, but we aren't really able to determine the amount of the impact. Some revenue decreases will affect the FY 2021 budget and some won't affect the budget until FY 2022.

Please be mindful that the attached documents only address the operating budget and a few other warrant articles such as funding a collective bargaining agreement and funding OPEB and the Stabilization funds. All CIP requests would require debt exclusions.

Estimated Local Receipts - In the process of budgeting the Town is permitted to estimate local receipts and those may be used to fund the upcoming year's budget.

Receipts Reserved for Appropriation - Accounts that are called 'Receipts Reserved for Appropriation' (RRFA) have a different process. Town meeting voters may vote to appropriate monies from these funds, but may only appropriate funds that are in the fund at the time of town meeting.

Knowing these two types of funds is important to the budget process. Estimated local receipts for the upcoming year may be estimated based on the prior year's receipts. FY 2021 estimated local receipts may be used to fund the FY 2021 budget. If we know of an expected shortfall in estimated local receipts it will affect the upcoming year's budget.

Receipts Reserved for Appropriation are used for the following year. Receipts collected in FY 2021 may be appropriated by town meeting voters for the FY 2022 budget.

Estimated Local Receipts (used to fund the FY 2021 budget)

I would estimate the following estimated local receipts could be affected by the current crisis:

- Other excise taxes – room occupancy tax
- Other excise taxes – meals tax
- Charge for Service – solid waste fees
- Fees – Use of Town Property
- Fees – unknown how the virus may affect other fees
- Food truck leases
- Library Dept. revenues
- Licenses and Permits
- Investment Income (interest rates have been lowered to act as a stimulus)

Receipts Reserved for Appropriation (used to fund the FY 2022 budget)

These funds are collected in FY 2021 and used to fund the FY 2022 budget. Any shortfalls should have little impact on the FY 2021 budget. I would estimate the following receipts reserved for appropriation will be affected by the current crisis:

- Ambulance fund (fewer people in town, fewer transports?)
- Recreation fund (Summer 2020 recreation is canceled)
- SEMASS fund (fewer people most likely equals fewer purple bags used)
- Beach fund (reduced parking, reduced beach stickers in summer of 2020)

The Selectboard may wish to consider the following questions:

- Should the Selectboard begin to look at cutting the FY 2021 budget now or wait until further into the season when the affect of the virus is better known?
- Does the Selectboard wish to furlough staff? Or reduce staff cost in some manner?
- What services are we willing to reduce or eliminate in order to reduce staff costs?
- Certain expenses, such as portable restrooms, will increase with the current crisis, how will the Town pay for those added expenses?
- Knowing the current Town Administrator is leaving shortly who should take the lead on implementing the Board's decisions?

In reality it comes down to a simple question.

What is the Town's plan of action for addressing the financial impacts from the COVID-19 crisis?

OPERATING BUDGET REVENUE & EXPENSES

FY 2021 BUDGET

	FY 2019 Actual	FY 2020 Budget	FY 2021 Budget	Impacted by COVID 19
REVENUES				
Real Estate Taxes				
Prior Year Property Tax Levy Limit	\$15,274,813	\$15,788,086	\$16,481,342	No
2.5% Tax Levy Increase	381,870	394,702	412,034	No
New Growth	131,403	119,554	115,000	Slight
Operating Override	0	179,000	0	No
LEVY LIMIT	15,788,086	16,481,342	17,008,376	
Debt Exclusion	n/a	n/a	1,682,296	n/a
Other Adjust-County Commission Assessment	n/a	n/a	105,000	n/a
Current Year Property Tax Levy	15,788,086	16,481,342	18,795,672	
Other Revenues				
Cherry Sheet Aid (net of offsets)	286,508	279,151	327,898	Probably No
Estimated Local Receipts (per attached)	1,882,627	1,776,548	1,901,457	Yes
Receipts Reserved for Appropriation and Other				
RRFA - Ambulance Fund for Operating	340,000	479,000	325,000	Slight
RRFA - Shellfish Fund for Operating	0	30,000	50,000	No
RRFA - Recreation Fund for Operating	60,000	60,000	60,000	Not in FY21
RRFA - SEMASS Fund for Operating	325,000	325,000	400,000	Not in FY21
RRFA - Septic Fund for Operating	20,000	20,000	20,000	No
RRFA - Beach Fund for Operating	1,000,000	1,035,000	1,000,000	Not in FY21
Enterprise Fund Indirect Costs	60,300	60,300	60,300	No
TOTAL REVENUES	19,762,521	20,546,341	22,940,327	
EXPENDITURES				
Charges				
Cherry Sheet Charges	430,062	459,040	419,986	
Funding of Overlay	128,500	141,039	135,000	
CIP Debt Service	1,828,966	1,871,735	1,692,296	
Other Raise and Appropriate Articles	600,408	851,289	555,299	
Departmental Operating Budgets	18,359,787	19,311,753	20,146,490	
TOTAL EXPENDITURES	21,347,723	22,634,856	22,949,071	

Other Articles - Paid From Taxes

	FY 2021
Water Enterprise Fund subsidy	\$115,000
Collective Bargaining WEA Unit A	\$39,441
Collective Bargaining WEA Unit B	\$87,373
Collective Bargaining WEA Unit C	\$4,000
Non-Union and Additional Compensation	\$49,485
Medic Training	\$10,000
Funding of OPEB Trust Fund	\$200,000
Transfer to Stabilization Fund	\$50,000
Total Articles	<u>\$555,299</u>

	FY 2019 Actual	FY 2020 Budget	FY 2021 Budget	Impacted by COVID 19
ESTIMATED LOCAL RECEIPTS - SUMMARY				
Motor Vehicle Excise	525,503	524,360	524,000	No
Other Excise	381,058	373,231	507,000	Yes
Penalties & Interest	89,282	85,000	78,000	No
Payment in Lieu of Taxes	22,127	10,000	10,000	No
Charges for Service-Solid Waste Fees	29,109	27,000	27,000	Slight
Other Charges for Services	13,315	12,000	12,000	No
Fees	73,727	62,910	62,910	Unknown
Rentals	79,651	65,000	65,000	Yes
Department Revenue-Libraries	10,405	10,000	10,500	Yes
Other Department Revenue-	55,002	54,650	54,650	No
License and Permits	343,111	328,200	331,200	Unknown
Fines & Forfeits	45,000	45,000	45,000	No
Investment Income	76,000	76,000	90,000	Yes
Medicaid Reimbursement	55,054	32,797	32,797	No
Misc Recurring	1,458	1,400	1,400	No
Misc Non-recurring	82,825	69,000	50,000	Unknown
	1,882,627	1,776,548	1,901,457	

ESTIMATED LOCAL RECEIPTS - DETAIL

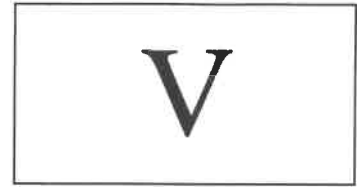
Motor Vehicle Excise	525,503	524,360	524,000	No
Boat Excise Tax	13,342	12,231	12,000	No
Room Occupancy Tax	116,428	116,000	250,000	Yes
Meals Tax	251,288	245,000	245,000	Yes
Cannabis	0	0	0	
Other Excise Tax	381,058	373,231	507,000	
Penalties & Interest	89,282	85,000	78,000	No
Payment in Lieu of Taxes	22,127	10,000	10,000	No
Charges for Service-Solid Waste Fees	29,109	27,000	27,000	Slight
Treasurer Fees	1,820	1,500	1,500	No
MLC Fees Retained	11,495	10,500	10,500	No
Other Charges for Services	13,315	12,000	12,000	
Fees				
Copier Fees	620	500	500	Unknown
Assessor Copier Fees	22	10	10	Unknown
Assessor - Other	975	800	800	Unknown
Other Treasurer	0	0	0	Unknown
Muni Lien Certificates	7,250	5,800	5,800	Unknown
Town Clerk Fees	370	500	500	Unknown
Town Clerk Other Revenue	3,890	3,500	3,500	Unknown
Conservation Comm	9,161	7,500	7,500	Unknown
Planning Board	2,700	2,400	2,400	Unknown
ZBA	5,645	5,000	5,000	Unknown
Use of Town Property	10,635	9,000	9,000	Unknown
Police	26,824	23,700	23,700	Unknown
Fire	110	100	100	Unknown
DPW	0	0	0	Unknown
Board of Health	4,300	3,400	3,400	Unknown

Council on Aging	1,225	700	700	Unknown
Total Fees	73,727	62,910	62,910	
Food Truck Leases	27,550	15,000	15,000	Yes
Cahoon Hollow Parking Lot	52,101	50,000	50,000	No
Total Rentals	79,651	65,000	65,000	
Department Revenue-Libraries	10,405	10,000	10,500	Yes
Selectboard	80	50	50	No
Treasurer	11,495	11,500	11,500	No
Trailer Parks	36,336	36,200	36,200	No
Police Other	100	100	100	No
Fire Other	3,402	3,500	3,500	No
Solar Fees	145	0	0	No
Building Insp-Other	3,218	3,200	3,200	No
DPW-Road/Curb Cuts	100	100	100	No
Library Solar	126	0	0	No
Other Department Revenue	55,002	54,650	54,650	
Alcohol	48,125	48,000	48,000	Unknown
General	17,560	17,000	17,000	Unknown
Victualler	4,900	4,500	4,500	Unknown
Town Clerk	810	700	700	Unknown
Police	2,088	1,500	1,500	Unknown
Fire	10,605	9,500	9,500	Unknown
Building Dept	239,115	232,000	235,000	Unknown
Board of Health	19,782	15,000	15,000	Unknown
Library	126	0	0	Unknown
License and Permits	343,111	328,200	331,200	
Parking Fines	24,355	23,000	23,000	No
District Court Violations	1,820	1,000	1,000	No
NSF Checks	150	0	0	No
Police	5,272	5,000	5,000	No
Building Dept	3,000	1,000	1,000	No
Fines & Forfeits	34,597	30,000	30,000	
Investment Income	97,054	90,000	90,000	Yes
Medicaid Reimbursement	55,054	32,797	32,797	No
Comcast Franchise	1,458	1,400	1,400	No
Miscellaneous Recurring	1,458	1,400	1,400	
Treasurer Non-recurring	0			
DPW-Other	82,825	68,000	50,000	Unknown
COA-Other	0	1,000		
Miscellaneous Recurring	82,825	69,000	50,000	



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: June 23, 2020



BUSINESS – C

REQUESTED BY:	Town Administrator
DESIRED ACTION:	Approval of July 2020 budget by the Selectboard
PROPOSED MOTION:	I move to approve the July 2020 budget as presented by the Town Administrator in the amount of \$ _____.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: June 23, 2020



BUSINESS – D

REQUESTED BY:	Chair
DESIRED ACTION:	Approval of contract for new TA Maria Broadbent
PROPOSED MOTION:	I move to approve a three-year contract with Maria Broadbent to serve as the new Wellfleet Town Administrator as presented.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea ____ Nay ____ Abstain ____



SELECTBOARD

AGENDA ACTION REQUEST

Meeting Date: June 23, 2020

VI

SELECTBOARD REPORTS

Reported by:	Topic:



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: June 23, 2020

VII

TOWN ADMINISTRATOR'S REPORT

This report is for the period June 6, 2020 through June 19, 2020.

1. General

- Portable Toilets RFP are due June 24th.
- Working on final town meeting warrant for approval by the Selectboard over the summer.
- Town buildings remain closed as precaution to the COVID-19 virus. Town staff is available by appointment.
- Following Governor Baker's directive staff has been directed to continue to work from home whenever possible.
- Staff members sharing an office alternate their time in the office

2. Fiscal Matters

- FY 21 budget and CIP requests are under review. FY 20 budget will be used until FY 21 budget is approved.

3. Meetings – All meetings are via conference call

- June 8 – Selectboard meeting
- June 9 - Selectboard/Emergency Management Team (EMT)
- June 9 – Selectboard regular meeting
- June 10 – Wellfleet Chamber of Commerce
- June 10 – Board of Health meeting
- June 10 – Selectboard executive session
- June 11 – Emergency Management Team meeting
- June 11 – Cape Cod Commission – Herring River DRI hearing
- June 17 – Finance Committee chair
- June 19 – Selectboard Chairs and Town Administrator's meeting

4. Complaints.

- None, other than usual

5. Personnel Matters:

- Open position – Assistant Town Collector/Treasurer.



SELECTBOARD

AGENDA ACTION REQUEST

Meeting Date: June 23, 2020

IX

CORRESPONDENCE AND VACANCY REPORTS

CORRESPONDENCE:

Friday, June 5, 2020 through Friday, June 19, 2020

Letters (emails):

6/5	Dan Hoort	FW: Wellfleet: Short Term Rentals
6/5	Courtney Butler	Agendas and Packet for 6/8 and 6/9 meetings
6/6	Jennifer Read	Short term rentals in Wellfleet
6/6	Della spring	Town use
6/7	Robert Airosus	letter
6/7	Joanne Wuschke	Short term rentals
6/7	John Regan	Restrictions on short term stays
6/7	Louanne Johnson	Short term rentals
6/7	Carol Magher	To Michael DeVasto/Thank you
6/7	Penelope Jencks	Short term rentals
6/7	Mark Gabriele	Restrictions on short-term rentals
6/7	Anna Lee	Short term rental minimum stay
6/7	John Salsberg	Summer rentals
6/7	Deborah side	Restrictions on short-term rentals
6/7	Cuttings (no name)	R u guys nuts. The extreme disruption your action to keep the town closed to rentals is uncalled for. Caution is in order not closure.
6/7	Susan Watson	Short term rentals
6/7	Ricki Lacy	Short term rentals
6/7	Bonnie Shepard and David Holmstrom	Letter on decision on short-term rental minimum stay for June 9th meeting
6/7	Cindy Keefe	Short term rentals
6/7	Helena Kennedy	The resolution on opening up to short term lessees.
6/7	Alice Bebout	Short-term rentals minimum stay
6/7	Suzanne Gray	Short-term rentals Wellfleet 2020
6/7	Gregory Shmuylovich	swimming
6/7	Steven Goldring	Short term rentals
6/7	Terry Galvin	Short term rentals
6/7	Laura Brown	Short term rentals
6/7	David Lockwood	Wellfleet Minimum Stay Lodging Proposal
6/7	Jessie Birkhead	Short term rentals concerns
6/7	Pamela Blau	Urging that you do not allow rentals of less than 2 weeks
6/7	Martha Wilson	Wellfleet Rentals
6/7	Susan Weegar	Short term rental minimum stays restrictions
6/7	Gina Allen	Short term rentals
6/7	Paul Aiken	Short term rentals
6/7	George Zeller	June 9 Meeting



SELECTBOARD

AGENDA ACTION REQUEST

Meeting Date: June 23, 2020

6/7	Robert Boehringer	Request to not restrict short term rentals
6/7	Roland Kallen	Testing
6/7	William Nicholson	Re. Adding restrictions to the state guidelines for short term rentals
6/7	Emily Gold	Short Term Rentals in Wellfleet
6/7	Ken Eldridge	Wellfleet Rentals
6/7	Dorothy Nemetz	Short Term Rentals
6/7	Courtney Butler	Herring River Commission Hearing June 11
6/7	Sean Gold	Short term rental restrictions
6/7	Sandra Erickson	Short term rentals and beach stickers
6/7	Filiz Aslan	Short term rental minimum stay
6/7	Courtney Butler	Dept. Head TA Votes
6/8	Judy Toussel	Short term rentals
6/8	Trudy Vermehren	Subject of concerning restaurant parking and restrooms
6/8	Rosemary Milliman	Short Term Rentals 2020
6/8	Mike Trovato	TA Search
6/8	David Beebe	Short term rentals
6/8	Sherrilynn Lombard	Short term rental
6/8	Craig and Erin Lis	Summer 2020 rental policy
6/8	Kathy Wiant	Request for BOS Mtg. 6/9
6/8	Steve Lorenz	Short term rentals
6/8	Aylette Jenness	Minimum stay rental issue
6/8	Sheldon Rowan	Upcoming meeting on short-term rental policy in Wellfleet
6/8	John A Nealon	Wellfleet Short Term Rental Policy
6/8	Don Eurich	Short-term rental policy during COVID-19
6/8	Udayan Shah	Selectboard Meeting June 9, 2020
6/8	Ed Meek	Short term rentals
6/8	Theodore Orenstein	Wellfleet minimum stay requirements
6/8	Nancy Domyan	Short term rental policy during COVID-19
6/8	Courtney Butler	FW: Town Meeting and Elections 6/3 Webinar Recording
6/8	Lisa Powell	Wonderful Wellfleet is Different – but not Separate
6/8	Courtney Butler	Executive Session on June 10 at 5PM
6/8	Courtney Butler	Previous Motion for Offer of TA Job
6/8	Howie Feinstein	Short term rentals
6/8	Marla Rice	Short term rental
6/8	Lisa Goldman	Nonresident beach stickers
6/8	Marianne Thomas	Urgent message: short-term rentals - Phase 2 opening
6/8	Damon Wei	BOS Meeting on June 9 to discuss Wellfleet options regarding short term rentals
6/8	Imre Kepes	Short term rental minimum stay
6/8	Joan Swerdlow-Brandt	Short term rentals
6/8	Mike Deltano	Regarding the proposed minimum term length of stay



SELECTBOARD

AGENDA ACTION REQUEST

Meeting Date: June 23, 2020

		for short term rentals
6/8	Karl Frieden	Short-term rental policy during COVID-19
6/8	MA Division of Marine Fisheries	2020 Small-Mesh Trawl Fishery for Squid to Close Effective June 10
6/9	Pam Grandin	Short-term rental input
6/9	Steve Lorenz	Short term rentals
6/9	Diane Messinger	Short term rentals
6/9	Rita Graves	For the Selectboard meeting tonight, June 9, 2020
6/9	James Prestileo	Short term rentals
6/9	Dan Hoort	BOH meeting on 1PM on Wednesday
6/9	Don Reichert	The More Restrictive Approach being Considered
6/9	Kathryn McCarthy	To: Wellfleet Selectboard
6/9	Courtney Butler	FW: TA Contract and Job Description
6/9	Penelope Flynn	Summer rental season
6/9	Alan Simons	Short term rentals this summer
6/9	Gary Goodwin	Wellfleet Seasonal Rentals
6/9	Dan Hoort	One-way signs
6/9	Jeff Vecchio	Letter of Opposition Pursuant to Short Term Rental Restrictions & Registration
6/9	Ceraldi	15 KENDRICK AVE CERALDI RESTAURANTS
6/9	Gary Goodwin	Wellfleet Seasonal Rentals
6/9	Trudy Vermehren	Fwd: Subject of concern concerning restaurant parking and restrooms
6/9	Andrea Pluhar	Fwd: proposed BOH rental regulations
6/10	Courtney Butler	BOH Hearing at 1 PM
6/10	MMA	MMA's Free Webinars!
6/11	John Duane	Reminder – CCC meeting 3pm today
6/11	Jeanne Maclauchlan	Shellfish grant license
6/11	Liberty Schilpp	Rental inspection and fees
6/11	Kathleen Bacon	Phase one
6/12	Helen Miranda Wilson	Short term rentals
6/12	MA Division of Marine Fisheries	Free Saltwater Fishing Days: June 20 & 21
6/12	Courtney Butler	Agenda Packets for Tuesday 6/16
6/12	Courtney Butler	Scan of Communications in Folder
6/12	Dan Hoort	Final day-July 31 st
6/12	Courtney Butler	MMA COVID-19 Update June 12 at 12PM
6/13	Ryan Curley	Orleans Town Meeting Prep
6/14	Jude Ahern	I'm supposed to ask Dan if he's going to submit a budget before he leaves
6/15	Kathleen Bacon	VOTE
6/15	Liberty Schilpp	Resident/taxpayer beach
6/15	Rebecca Brodwick Noble	Resident/taxpayer beach option
6/15	Nicole Surro	Please consider resident and taxpayer beach stickers



SELECTBOARD

AGENDA ACTION REQUEST

Meeting Date: June 23, 2020

6/15	Anne Needel	Resident taxpayer beach
6/15	Lisa Holmes	LeCount Hollow Beach
6/15	Leah Van Ness	Voting for Lecount
6/15	Jose Michael Rodriguez	Resident Beach Sticker
6/15	Rachael Finn	Resident only beach this summer
6/15	Ian Holmes	Tomorrow's agenda
6/16	Courtney Butler	Seashore Beach Fires
6/16	Jeanne Maclauchlan	Outdoor requests
6/16	Rebecca Brodwick Noble	Thank you!
6/16	Carol Magher	A HUGE Thank you from a resident taxpayer
6/16	Dan Hoort	FW: MA Frazier Bill
6/17	Courtney Butler	6/23 – Agenda Items?
6/17	Kathleen Murphy	Thank you
6/17	Janet Reinhart	Executive Session
6/17	Helen Miranda Wilson	Re: Contract for Ms. Broadbent
6/17	Robert Airosus	Concerns
6/17	MA Division of Marine Fisheries	2020 Commercial Striped Bass Fishery
6/17	Janet Reinhart	Executive Session
6/18	Jeanne Maclauchlan	Signatures
6/18	Dick Elkin	Request for agenda item at the next Selectboard meeting.
6/18	Edward Tesson	Richmond Bell
6/18	Susan Reverby	Meeting on Zoom with Wellfleet Seasonal Residents Association
6/18	Dan Hoort	5 th Grade Graduation Caravan
6/19	Courtney Butler	6/23 Packet - and Executive Session
6/19	Courtney Butler	Scanned Correspondence from Folder

Board & Committee Minutes:

6/19	Joe Aberdale	Marina Advisory Comm. 10/23/2019
6/19	Joe Aberdalee	Marina Advisory Comm. 2/27/2020
6/19	Alice Iacuesssa	Marina Advisory Comm. 12/4/2019

Legal:

6/12	KP Law	Barnstable Superior Court, Civil Action No. 1972BACV00408
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Date: June 18, 2020
To: Board of Selectmen
From: Jeanne Maclauchlan
Re: Vacancies on Town Boards



SELECTBOARD

AGENDA ACTION REQUEST Meeting Date: June 23, 2020

Board of Health (5 members, 2 alternates)

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

Requesting Appointment: No applications on file

Board of Water Commissioners

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

Requesting Appointment: No applications on file

Building and Needs Assessment Committee (5 Members)

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

Requesting Appointment: No applications on file

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 + 2 alternates)

Vacant Positions	Appointing Authority	Length of Term
2 alt Positions	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



SELECTBOARD

AGENDA ACTION REQUEST

Meeting Date: June 23, 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

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

Planning Board (7 members + 2 alternates)

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 Position	Board of Selectmen	3 years

2 Alternate Positions

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

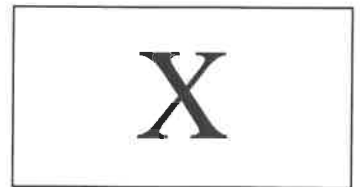
1 Position

Requesting Appointment: No applications on file



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: June 23, 2020



MINUTES

REQUESTED BY:	Executive Assistant
DESIRED ACTION:	Approval of meeting minutes
PROPOSED MOTION:	<p>I move to approve the minutes of May 26, June 2, June 4, June 8, June 9, and June 16, 2020 as amended.</p> <p style="text-align: center;">OR</p> <p>I move to approve the minutes of May 26, 2020 as amended. I move to approve the minutes of June 2, 2020 as amended. I move to approve the minutes of June 4, 2020 as amended. I move to approve the minutes of June 8, 2020 as amended. I move to approve the minutes of June 9, 2020 as amended. I move to approve the minutes of June 16, 2020 as amended.</p>
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

DRAFT – A full audio recording of this virtual meeting can be found on the Town’s website under Wellfleet Town Media.

**Wellfleet Selectboard Meeting
Tuesday, May 26, 2020 at 7pm
Zoom Virtual Meeting**

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

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

ANNOUNCEMENTS, OPEN SESSION AND PUBLIC COMMENT

- Reinhart asked residents to complete their Census forms. Information is on the Town website.
- Butler announced that there is still an open position on the Board of Registrars and those interested can email the Town Clerk for more information.
- Butler announced that information for Early Voting/Voting by Mail is on the Town website, located on the homepage.
- Butler announced that the Recreation Department will be doing a celebratory caravan for Wellfleet’s graduating seniors on Friday, June 5th 11AM. The route will start at Wellfleet Elementary School and go through the center of Town. Please line up at the school by 1045AM that day to participate. Becky Rosenberg has more information.
- Butler announced that the Housing Authority and Housing Partnership have established a Housing Information Line, which is 508-419-4490, and more information is on the Town website and at wellfleetaffordablehousing.org.

PUBLIC HEARINGS

Lottery to impartially determine who shall be granted the right to enter into a lease agreement with the Town to use grant #s 861 and 861A on Field Point

Reinhart placed 8 numbers into a lottery box to correspond with 8 names that were deemed eligible for the lottery by the Shellfish Constable. Wilson said that one of the applicants, Zack Dixon, is already had rights to the lease of a grant, she then read from Section 7.2 of the Shellfish Regulations: “no shareholder, officer, director or other individual holding a similar position having a different title but exercising a similar role, of a corporation that currently holds an aquaculture license in Wellfleet may apply for such grants.”

Wilson noted that Zack Dixon was not eligible for the lottery due to having access to farmed acreage because he is part of the Corporation on the lease – Holbrook Oyster. Dixon said he read the regulation and that what Wilson has said is true – he is in business with the Dalby brothers and they all work on the grant - but that he nor the business have rights to the grant, saying that the business name is not on the grant. Reinhart asked Dixon if he was listed on the Corporation’s papers as an owner; Dixon said yes. Dixon said that the regulations, and that contrary to the last line “of a corporation that currently holds an aquaculture license in Wellfleet may apply for such grants” the corporation he works for he does not hold an aquaculture license. Dixon said he wants to be fair and that if there is a regulation in place, he wants to adhere to it. He also said he wants to be fair to himself and that he has no rights to any grants in Wellfleet. There was further discussion about whether Dixon has rights to the grant even though his corporation does not.

DRAFT – A full audio recording of this virtual meeting can be found on the Town’s website under Wellfleet Town Media.

Shellfish Constable Nancy Civetta said that Town Counsel said it was important for the Board to discuss the intent of the regulation, saying that the language reads in the way that makes Dixon eligible, but if the Board intends that the lottery give someone new a chance, then they need to decide if Dixon is eligible or not.

There was continued discussion of the corporation, Holbrook Oyster, and Dixon’s role there. Bacon and Carlson were not in favor of allowing Dixon to be eligible. DeVasto said he was recusing himself from the Board but had a comment to add as an audience member. DeVasto said that, looking at the regulations, this corporation does not hold any aquaculture license in Wellfleet. He said there is nothing in the regulations that would preclude Dixon from being eligible. There was no action taken on Dixon’s eligibility for the lottery.

The lottery was pulled by Reinhart and the winner was Robert Emmet.

- Bacon moved that the Town enter into a lease agreement with Robert Emmet for the use of grants 861 and 861A for a term of two years.
- Wilson seconded, and the motion carried 4-0, with DeVasto recused.

Determine whether to issue a commercial shellfishing permit to Karen Johnson by waiving one-year domicile requirement

Wilson said the regulations are very clear about this, the one-year domicile requirement. She noted that the rationale of the regulation is to be sure that people getting a commercial permit have experience in the field first. Wilson said that because Johnson has not lived in Wellfleet for one year, that she should not receive a permit this evening.

Johnson responded, saying that the spirit of the regulation was not to penalize people who are in the business to move to Wellfleet, and that she has worked in the business for years as well as in Wellfleet. Johnson asked for a hardship consideration.

Bacon said that she understands Johnson and what she is going through but also understood the reasoning behind Civetta’s recommendation for this regulation to be instituted. Bacon agreed with the regulation and that Johnson cannot receive her permit until 7 months from now when she has been domiciled for one year.

- In accordance with the Town’s Shellfishing Policy and Regulations, including the definition of “resident” in Section 1, the last sentence of Section 7.8.1, and the language of the last paragraph of Section 2, Wilson moved to **not** issue a commercial shellfishing permit to Karen Johnson at this time.
- Bacon seconded, and the motion carried 4-0, with DeVasto recused.

COMMENTS FROM SENATOR CYR AND REPRESENTATIVE PEAKE

Senator Julian Cyr and Representative Sarah Peake greeted the audience and thanked the Board for the invitation to speak. The pair gave an update on current State orders and the re-opening plans for the State. Cyr noted the importance of working together, as Towns, for a uniformed, regional approach. He said the legislation is asking everyone to do their part by washing their hands, covering mouths and noses, watching for symptoms, and maintaining social distance. Cyr said that if these are not maintained, it will show in the health data. Cyr said that he will not support any Town that goes

DRAFT – A full audio recording of this virtual meeting can be found on the Town’s website under Wellfleet Town Media.

their own way beyond the Governor’s guidance, noting the importance of consistency and working together. Cyr is part of the Cape Cod Reopening Task Force and there is information about their actions online at <https://www.reopeningcapecod.org/>.

Peake said public health considerations are what is driving the Baker Administration decisions with regard to reopening. She noted the importance of the summer income for many local businesses and the Cape economy, and that it is crucial to adhere to guidelines and ensure the safety of all for the reopening.

DeVasto asked about short-term rentals and concern about the amount of people coming in and out of the region this summer. He was also concerned about a “one size fits all” approach to reopening across the State. Cyr said there are a number of unique factors on the Outer Cape and noted that there will be a “more muted season” in the area this summer. He said that he has spoken to numerous organizations that provide for public safety and that they are ready for any sort of influx that may arise. In regard to short term rentals, Cyr said that he feels protocols for cleaning will be stricter when short term rentals are allowed to reopen. Peake said that most businesses she has spoken with are ready to reopen and have multiple plans in place. She said it is important to let the data drive decisions.

Bacon and Carlson expressed thoughts and ideas as well with regard to the economy and tourism. Wilson expressed concern for being able to host Town Meeting in a different format. There was further discussion.

TOWN ADMINISTRATOR SEARCH PRESENTATION

Harry Terkanian, Chair of the TA Screening Committee, said there will be a final report of the Committee. He said the Committee conducted 7 interviews, narrowed down 3 finalists, and when one of the finalists withdrew, decided to proceed with presenting two candidates tonight. Bernard Lynch, Community Paradigm Associates, LLC, presented the final candidates for the position of Town Administrator. Lynch noted the process of meeting with the Screening Committee to conduct the search. Lynch noted that there were 39 applications, 8 semi-finalists chosen after review of all applicants, and 7 were interviewed over a period of two days. Lynch said the candidates were asked questions on many topics including COVID-19, personnel and management, goal setting, economic development, housing, natural resources, finance, project management, and relationship with the Selectboard. Lynch also provided reference feedback on both candidates.

The first finalist is Maria Broadbent, from Berwyn Heights, Maryland. The second finalist is Shawn MacInnes, from Dartmouth, MA. MacInnes lives in Sandwich currently. Information presented about both candidates can be acquired through the Town Administration office. The Board will interview candidates during the week of June 2 via Zoom.

BOARD/COMMITTEE APPOINTMENTS AND UPDATES

Nancy Bierhans – Taxation Aid Committee

- Bacon moved appoint Nancy Bierhans to the Taxation Aid Committee for a term ending June 30, 2023.
- Wilson seconded, and the motion carried 5-0.

DRAFT – A full audio recording of this virtual meeting can be found on the Town’s website under Wellfleet Town Media.

Carolyn Rogers – Cultural Council

- Bacon moved to appoint Carolyn Rogers to the Cultural Council for a term ending June 30, 2023 for the 1st term.
- Carlson seconded, and the motion carried 5-0.

James Falcone – Natural Resources Advisory Board

- Bacon moved to appoint James Falcone to the Natural Resources for a term ending June 30, 2023.
- DeVasto seconded, and the motion carried 5-0.

Increase Membership of Dredging Task Force from 5 to 7 members

Wilson asked to have the charge changed on the website.

- Bacon moved to increase the membership of the Dredging Task Force from 5 to 7 members.
- DeVasto seconded, and the motion carried 5-0.

Joe Aberdale – Dredging Task Force

Kevin Coakley – Dredging Task Force

John Wolf – Dredging Task Force

Reinhart said that Joe Aberdale asked to re-join the Task Force.

- Bacon moved to appoint Joe Aberdale to the Dredging Task Force for a term ending June 30, 2023.
- Wilson seconded, and the motion carried 5-0.

There was discussion of whether to appoint Kevin Coakley or John Wolf for the remaining spot on the Task Force. The Assistant Harbormaster had submitted a letter in support of Coakley for the appointment. Reinhart suggested the appointment of Coakley. Wilson noted that both Coakley and Wolf have charter boats, but that Coakley has previously served on the Marina Advisory Committee. Wilson said that if one would benefit directly from the dredging, such as by a charter captain, then consideration must be had. She said she did not see any direct benefit for either Coakley or Wolf. There was further discussion.

Bacon was in support of Wolf and asked to have him make a statement. Both Wolf and Coakley stated their interests in joining the Task Force.

- Bacon moved to appoint Kevin Coakley to the Dredging Task Force for a term ending June 30, 2023.
- DeVasto seconded, and the motion carried 3-2, with Bacon and Wilson opposed.

COVID-19 UPDATES

Department Updates

1) Decision on whether to sell seasonal shellfishing permits for 2020

Wilson said she absolutely supports the Shellfish Constable in her recommendation to not sell recreational seasonal shellfishing permits for 2020. Bacon did not want to take the action of not selling recreational seasonal shellfishing permits. Carlson said the Constable laid out a clear case for her recommendation in her memo to the Board. DeVasto also did not feel that this action should be taken, if there is enough space and staff to allow for recreational shellfishing. Constable Civetta

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said that all seasonal recreational permits – resident and non-resident – would be eliminated. People could still purchase annual passes (\$60 for residents, \$210 for non-residents) if they wished. She also noted that because Indian Neck is the only recreational shellfishing site in the summer, that it does get crowded.

- Bacon moved to not sell seasonal recreational shellfishing permits for 2020.
- Wilson seconded, and the motion carried 5-0.

Community Development Block Grant COVID Funds

Hoort said this is a grant application, with Truro as the lead participant, who invited Wellfleet to participate. This will give Small Business Forgivable Loans & Microenterprise Forgivable Loans and Mortgage and/or Rental Assistance.

- Bacon moved to participate in the regional CDBG COVID-19 GRANT Application and authorize the Selectboard Chair and the Town Administrator to sign the application.
- Wilson seconded, and the motion carried 5-0.

Neighboring Communities

No action taken, postponed until June 2, 2020.

Short-term Rentals

No action taken, postponed until June 2, 2020.

Governor’s Reopening Plan

No action taken, postponed until June 2, 2020.

Business Plans for Reopening

No action taken, postponed until June 2, 2020.

Other Updates and Discussions

No action taken, postponed until June 2, 2020.

BUSINESS

There was no business taken up.

SELECTBOARD REPORTS

- Wilson: attended Community Needs Task Force meeting

TOWN ADMINISTRATOR’S REPORT

This report is for the period May 9, 2020 through May 22, 2020.

1. General

- Working on final town meeting warrant for approval by the Selectboard over the summer.
- Town buildings have been closed as precaution to the COVID-19 virus. Police station remains open. Working on plans for departments to re-open.
- Staff has been directed to work from home whenever possible.
- Staff members sharing an office alternate their time in the office

2. Fiscal Matters

- FY 21 budget and CIP requests are under review. FY 20 budget will be used until FY 21 budget is approved.

3. Meetings – All meetings are via conference call

- May 11 - Town Hall Administration meeting

DRAFT – A full audio recording of this virtual meeting can be found on the Town’s website under Wellfleet Town Media.

- May 11 – Wellfleet Chamber of Commerce
 - May 12 - Selectboard/Emergency Management Team (EMT) public forum
 - May 12 – Selectboard meeting
 - May 13 – Department Head conference call
 - May 13 – Conference call with Senator Warren
 - May 14 – Conference call regarding PSAs
 - May 15 – Wellfleet Chamber of Commerce
 - May 15 – Town Hall staff conference call
 - May 18 – Conference call with Town Moderator
 - May 19 – Selectboard/Emergency Management Team (EMT) meeting.
 - May 20 – Exec Office of Energy and Environmental Affairs Secretary re: beaches
 - May 20 – Wellfleet Chamber of Commerce
 - May 20 – Chief Pauley and Hurley conference call
 - May 21 - Dredging Task Force meeting
 - May 22 – Outer Cape TA/TM with Seashore Superintendent
 - May 22 – Outer Cape TA/TM with Selectboard Chairs
4. Complaints.
- None, other than usual
5. Personnel Matters:
- Community Paradigm Associates and Town Administrator Screening Committee ready to present finalists for new Town Administrator.

TOPICS FOR FUTURE DISCUSSION

- Bacon: Fuel tanks at the Marina
- Wilson: liquor license regulations
- Wilson: Town Administrator search

CORRESPONDENCE REPORT

No comments.

MINUTES

May 12, 2020

- Wilson moved to approve the minutes of May 12, 2020 as amended.
- Bacon seconded, and the motion carried 5-0.

May 19, 2020

- Wilson moved to approve the minutes of May 19, 2020 as printed.
- Bacon seconded, and the motion carried 5-0.

ADJOURNMENT

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

The meeting adjourned at 10:10 pm.

Respectfully submitted,

DRAFT – A full audio recording of this virtual meeting can be found on the Town’s website under Wellfleet Town Media.

Courtney Butler,
Secretary

Public Records Documents available as of 5/26/2020:

1. Roster of Eligible Participants for Lottery Drawing for Shellfish Grant #861/861-A
2. Public Hearing Notice for Determination of Issuance of a Commercial Shellfishing Permit to Karen Johnson
3. Letter from Karen Johnson to the Selectboard dated May 12, 2020
4. Memo from Shellfish Constable Nancy Civetta to the Selectboard re: Request from Karen Johnson for a commercial shellfishing permit, dated May 21, 2020
5. Memo from Shellfish Constable Nancy Civetta to the Selectboard re: 2020 Seasonal Recreational Shellfishing Permits, dated May 21, 2020
6. Town of Brewster COVID-19 Employee Health Guidelines
7. Town of Orleans Beach Opening Schedule Recommendations
8. Town of West Springfield COVID-19 Standard Operating Procedures
9. Letter from the Chamber of Commerce Board of Directors to the Selectboard re: Short-term rental policy during COVID-19, dated May 21, 2020
10. Letter from Alice Boyd, Bailey Boyd Associates, to the Selectboard, re: Participation in CDBG COVID-19 Grant, dated May 3, 2020
11. CDBG Grant Application
12. Appointment papers for Nancy Bierhans, Carolyn Rogers, James Falcone, Joe Aberdale, Kevin Coakley, and John Wolf
13. Town Administrator’s Report
14. Correspondence report
15. Draft minutes of the May 12, 2020 and May 19, 2020 meetings

DRAFT – A full audio recording of this virtual meeting can be found on the Town’s website under Wellfleet Town Media.

**Wellfleet Selectboard with Emergency Management Team Meeting
Tuesday, June 2, 2020 at 10am
Zoom Virtual Meeting**

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 Agent Hillary Lemos; Police Chief Michael Hurley; Fire Chief Rich Pauley; Community Services Director Suzanne Thomas

Chair Reinhart called the meeting to order at 10:00 a.m. This meeting was held via Zoom and the recording is available on the Town website.

ANNOUNCEMENTS, OPEN SESSION AND PUBLIC COMMENT

- Chief Hurley shared a statement he wrote in response to the death of George Floyd in Minneapolis, MN last week.
- Bacon reminded everyone that requests for absentee/mail-in voting ballots can be found at the Post Office and mailed to the Clerk’s office. The information is also on the Town website homepage.
- Audience member Dan Silverman thanked the Police Department and Fire Department staff for their support and role in the
- Audience member Lili-Ann Green reminded the audience that she is the current Barnstable County Delegate for Wellfleet and that she is here to support any efforts going on in the Town.
- Wilson reminded everyone that it is Tick Season – information is on the Town website.

COVID-19 UPDATES AND DISCUSSION

Creation or Expansion of Outdoor Dining Spaces for Restaurants

Chief Pauley requested the Board create a measure for restaurants to increase their outdoor dining capacity. Bacon said that the Alcohol Beverage Control Commission (ABCC) has been given an executive order by the Governor to allow Local Licensing Authorities, the Towns, to expand the sale of alcohol to outdoor areas. Health Agent Lemos said that we do need to wait for the Governor’s OK for restaurants to reopen. Chief Hurley noted that this order is only good until November 1, 2020 or possibly sooner if the order is rescinded. Chief Pauley said he wanted to have a system in place for approval, for when the restaurants are allowed to reopen.

DeVasto said this would be a helpful measure for the restaurants and will put in place a framework for them to reopen. Wilson asked Lemos how many restaurants could come under this change; Lemos said it would apply to every restaurant in Town. Wilson asked how many of those would be looking to have outdoor tables on Town property; Lemos said she was not sure because those with parking lots would prefer to have their outdoor dining areas close to their kitchens. Lemos said perhaps 4 total would use Town property. There was further discussion about staff safety and workplace protocols.

Reinhart asked about contact tracing for restaurant patrons; Lemos said this was not in the guidance that has come out from the State but that may change. Lemos discussed permits needed – she said restaurants need their Food Service License, from the Selectboard and Board of Health, and that

DRAFT – A full audio recording of this virtual meeting can be found on the Town’s website under Wellfleet Town Media.

tents will be needed and a site plan showing outdoor seating must be approved from the Building Inspector. Wilson suggested requiring contact tracing; Bacon said if the Governor includes it in his guideline it would not be necessary. Bacon asked to make the motion and that it include adherence to the Governor’s guidelines

- Bacon moved that the Board create an emergency measure for the 2020 calendar year to allow restaurants in the Town of Wellfleet the ability to create new or expanded outdoor dining space where practical, feasible and safe as follows:
 1. In existing restaurants/establishments that are approved and/or licensed by the Town of Wellfleet, said restaurants/establishments may request that the Selectboard approve new or expanded outdoor dining for Calendar Year 2020. Any request for new or expanded outdoor seating must be made in writing to the Selectboard and include the following information:
 2. Current approved seating capacity (indoor and outdoor) of the restaurant/establishment;
 - a. Proposed approved seating capacity (again indoor and outdoor) of the restaurant/establishment with new or expanded outdoor seating;
 - b. A diagram of the proposed new or expanded outdoor dining/seating area showing dimensions, table arrangement, means of egress, etc.
 3. Upon review of this request by the Health Agent, Building Inspector, Fire and Police Chief(s) a recommendation will be made to the Selectboard within (five) 5 days by said officials as to whether the application for new or expanded outdoor dining space should be approved.
 4. In keeping with the Governor’s final guidelines.
 - Wilson seconded, and the motion carried 5-0.

Neighboring Communities

Reinhart said this was discussed yesterday at a Cape and Islands Selectmen’s meeting; the group decided it would be best to send a joint letter to the Governor but could not come up on letter to send to him. Hoort said that he will continue to send the Board information about what other communities are doing as it comes about. Carlson noted there have been concerns, similar to Wellfleet, of neighboring communities and that we heard from Sen. Cyr last week that there needs to be a regional plan in response. DeVasto, looking at the example of Employee Guidelines from Brewster, said he felt that this was a concise and included good protocols for reopening. Lemos said there was a joint Zoom meeting with the Truro and Wellfleet Boards of Health and Chambers of Commerce for businesses to learn about reopening guidelines and protocols.

There was further discussion about possible guidelines for employees going back to work. Hoort said he would share the Brewster example with Town employees.

Short-term Rentals

Hoort said he sent an email to Town Counsel asking for clarification on which options are available to the Board; Counsel has not responded yet but he expects to hear back by the Tuesday, June 9 meeting. Hoort said that, in a conference call with the Chamber, there was a concern about the possible limiting the number of stays for short-term rentals. He said that people would like to know what to do and give them an answer so people can plan. Carlson said the Town may want to think

DRAFT – A full audio recording of this virtual meeting can be found on the Town’s website under Wellfleet Town Media.

about anything else those with short-term rentals can do during this time – such as renting for longer stays. Wilson said she would like to leave this up to the property owners, but the Town needs to be in line with what other Outer Cape towns are doing – including abiding by Governor’s orders. DeVasto said these have all been ongoing conversations with other Towns.

Lemos said that the Board of Health is having a meeting on June 10 at 1PM to discuss the proposed short-term rental registration program. Information is on the Town website and comments can be sent to the Board of Health. Reinhart said this program will work to keep everyone safe. Bacon said this conversation, about rentals, has been ongoing but that the Town heard from Senator Cyr last week that the Town needs to act with the region. Bacon asked the Board to verbally state they will adhere to the Governor’s guidelines on this matter.

- Bacon moved that the Town of Wellfleet adhere to the Governor’s recommendations with regard to all rentals for the Calendar Year 2020.
- Wilson seconded.
 - Discussion: DeVasto and Carlson were not in favor of this and wanted to see what the Governor comes out with. Wilson said she wants to be on record as a Board that we will adhere to the Governor’s guidelines, and noted that the Town can be stricter than what he ends up coming out with. DeVasto said he felt the current motion, proposed by Kathleen, indicated that the Town would not be any stricter. Hoort said that with or without a motion, the Town must abide by the Governor’s guidelines and that he is coming out with guidance on June 8, and there is a meeting of this Board again on June 9, so the matter can be taken up then.
- The motion failed by 2-3, with Reinhart, DeVasto and Carlson opposed.

Governor’s Reopening Plan

Grout Thomas asked to revisit the discussion of visitor beach stickers for next Tuesday, after the Governor’s guidance is released.

Business Plans for Reopening

No comments.

Other Recommendations and Updates

Wilson discussed options for Town Meeting and asked that the Board send a letter to the Massachusetts Municipal Association (MMA) regarding legislative changes to Town Meeting. Reinhart asked Beach Director Thomas to put more signs on the beaches; Thomas said they have already been ordered and are on their way.

TOPICS FOR FUTURE DISCUSSION

- Wilson: Food Trucks and Use of Town Property
- Wilson: letter to MMA regarding Town Meeting
- Bacon: Emergency Evacuation Plan in the event of severe weather during COVID-19
- Bacon: reopening of Town buildings
- DeVasto: visitor beach stickers
- DeVasto: FY21 Budget
- Carlson: Short-term rentals

DRAFT – A full audio recording of this virtual meeting can be found on the Town’s website under Wellfleet Town Media.

ADJOURNMENT

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

The meeting adjourned at 11:31 am.

Respectfully submitted,

Courtney Butler,
Secretary

Public Records Documents available as of 6/2/2020:

1. Town of Brewster COVID-19 Employee Health Guidelines
2. Town of Orleans Beach Opening Schedule Recommendations
3. Town of West Springfield COVID-19 Standard Operating Procedures
4. Letter from the Chamber of Commerce Board of Directors to the Selectboard re: Short-term rental policy during COVID-19, dated May 21, 2020
5. Email from Chief Pauley to the Board re: creation or expansion of outdoor dining spaces for restaurants, dated May 28, 2020
6. Article from Boston Eater, dated May 26, 2020 “The Boston Licensing Board is Making it Easier for Restaurants to Create Outdoor Dining Spaces”

DRAFT – A full audio recording of this virtual meeting can be found on the Town’s website under Wellfleet Town Media.

**Wellfleet Selectboard Meeting
Thursday, June 4, 2020 at 1pm
Zoom Virtual Meeting**

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

Chair Reinhart called the meeting to order at 1:00 p.m. This meeting was held via Zoom and the recording is available on the Town website.

BUSINESS

Chair Reinhart introduced Bernard Lynch, Community Paradigm Associates, LLC, who described the process for this meeting.

Interview of Maria Broadbent, candidate for appointment as Town Administrator

Lynch asked Broadbent to introduce herself and describe why she liked Wellfleet. Broadbent said she did some seasonal work at the National Seashore and has always wanted to come back to this area. She said she started her career in Maine, then worked in Newport, and is now in Maryland.

Lynch asked Broadbent to describe her time, of two years, in Maryland and asked what prompted her to want to leave. Broadbent said her plan has always been to move back to New England, even though she grew up in Maryland. She said her motivation is that she wants to be on the Outer Cape and she is not having any issues with her current employment. Broadbent described this as an opportunity to something, not from something. Lynch asked Broadbent about her time in Annapolis, where she worked for a long period of time and moved up the ladder, but where she was let go from a position there. Broadbent said that she was in a Director Role for the Mayor’s office and when a new Mayor was elected, he received a lot of pressure to put someone else in her position. Broadbent said she was in charge of a very large project, a 100-acre development on a forest, to review the application for that project. She said she reviewed legislation for forest protection and the development did not move forward because she said the applicant did not meet necessary requirement. Broadbent said there was no power for her or within the law to stop the project, and the Mayor received pressure to replace her. She said she understand his position and opinion and then she worked with the City Council to created their own version of the forest legislation, used to assess the project, which passed and allowed the requirement for public outreach when a project like this does come along in the city.

Lynch asked Broadbent about her actions in response to the current COVID-19 pandemic. Broadbent said that Berwyn Heights, the town where she is currently Town Manager, and that they have a Citizen Emergency Response Team who the Town did a lot of training with. She also noted her extensive experience in Emergency Management, and that when COVID-19 came about she declared a state of emergency on March 13. Broadbent said that her town is working very similarly to Wellfleet, with remote work, closed buildings, and still extensive work on the ground through emergency professionals; she also said she’s worked to apply for CARES ACT funds.

Lynch discussed Broadbent’s leadership skills and read some reference comments. Broadbent said her biggest thrill is a good team of people who work well together. She said she likes to serve as a

DRAFT – A full audio recording of this virtual meeting can be found on the Town’s website under Wellfleet Town Media.

teacher and trainer and ask the thoughts of all on her staff. Broadbent said her style is to let everyone do what they need to do to get their jobs done and wants them to have confidence to do so, but isn’t afraid to intervene when necessary. Lynch asked how she held people accountable; Broadbent said she treats people in a way she wants to be treated and for staff to be able to come to her. She said she does project tracking, quarterly updates with City Council, and other transparent communication processes. Lynch asked about Broadbent’s collective bargaining experience; Broadbent said she currently does not have anyone in collective bargaining units, but has worked in other cities that did, so she has a mix of experience and has participated in many levels of the process.

Lynch asked if Broadbent had experienced any personnel issues; Broadbent said yes, noting a time in Annapolis where an employee who worked in her department, and was an activist, was helping to lead the charge to stop the previously been mentioned. Broadbent said she has handled many personnel issues from hiring to discipline and firing someone and she does not take decisions lightly, but that ones made are for the best of the organization. Lynch asked Broadbent about housing and asked her experience in providing for attainable or affordable housing; Broadbent said she worked a lot directly with this in Annapolis where she licensed 6800 rentals and she also worked with Pen Rose, who worked on some developments in Eastham, to redevelop a long-standing housing site. She noted that the housing problem on the Cape is a regional issue, not just a Wellfleet issue. Lynch asked about economic development and how Broadbent diversifies the economy in a place like Wellfleet, which relies heavily on tourism. Broadbent discussed her experience in Annapolis and revamped the permitting process and opened over 750 businesses while there. City Dock, a program in Annapolis that Broadbent worked on, was a process for projects to be reviewed for their environmental impact.

Lynch asked if there was anything else about environmental management that she wanted to discuss; Broadbent said her program “Weather it Together” is now being used in Newport, RI and other communities. She said she has worked on issues with resiliency and sea-level rise due to the work she did in the city of Annapolis where a lot of flooding takes place. Broadbent further described her experience in environmental management.

Lynch asked Broadbent if she was familiar with the Town Meeting process; Broadbent said yes, she worked in Maine and participated in Town Meeting there. She said Town Meeting is about participating in government together, referring to Maine where Town Meeting pauses for a potluck lunch. Broadbent said she was looking forward to being back in a Town Meeting environment. Lynch asked Broadbent about financial planning; Broadbent said she once worked in a Town where there was not many steps in financial planning or controls and she worked to put them in place. She said she is a prudent budget manager and has regular conversations with her City Council and supplies a report on the budget from the Accountant and she prefers to plan far in advance with the budget. Broadbent said she does do budget forecasting for at least the operating budget and capital improvement projects. Broadbent also described her experience with grant management and other non-tax revenues, including rooms and meals tax, enterprise funds, and other fees.

Lynch discussed Wellfleet’s current projects including dredging, Herring River, and Nauset Regional High School and asked Broadbent her experience in large projects. Broadbent said in any of these types of projects, she did a lot of community outreach and had public involvement. Lynch asked Broadbent about relationships and asked Broadbent how she would engage with citizens. Broadbent said largely, it is just having a conversation with people involved, and getting to know everyone and

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ensure people feel they can trust and come in and talk with you. She also noted she brings things forward to the Board anything she feels they need to know about. Lynch asked Broadbent about transparency and information in local government; Broadbent said she finds out what is important to people, uses social media and town website, and having meetings on various topics to share information and hear people’s thoughts. Lynch asked Broadbent about the relationship she’d expect with the Wellfleet Selectboard, both have 5 members, but Berwyn Heights is a legislative body. Broadbent said she has two work sessions a month with the council and that they have open dialogues, the council also brings constituent issues to her attention. Broadbent said she is a stickler for the Open Meeting Law. Lynch asked Broadbent how she would handle a situation where the Board was not leaning toward the best interest of the Town. She said if it is something she is aware of, she would have a conversation right away and she works to give members of the Board the best information, but is not one to correct people in public. Broadbent confirmed that she is the first manager for Berwyn Heights.

Lynch said that self-awareness is a key part of leadership and asked Broadbent if there was an experience she would consider a mistake and how she would have handled it. Broadbent said she would acknowledge her mistake and shared an experience where she learned not to assume that everyone else thinks that what she thinks is a good idea.

Carlson asked Broadbent if she had any thoughts on how to remain responsive to constituency while maintaining control of her schedule and processes for keeping in touch with staff. Broadbent said she’s been fortunate to have a really good gatekeeper (Executive Assistant) and she knows that part of the job is allowing people to come in and talk. In regard to staff meeting, she said she wants to make sure that staff meetings are a good use of everyone’s time and things are accomplished.

Bacon asked what the impact of COVID-19 on the budget and how she would work to regionalize the police and fire departments with neighbor towns. Broadbent said she has spent time on the Cape getting to know managers on the Outer Cape, specifically with regard to inter-municipal agreements. Bacon said she’d hoped that Broadbent would make Wellfleet her home and asked which activities she would engage in while here. Broadbent said eating oysters, and that she loves the ecology and history of the Cape and would like to explore those areas, and she is also a gardener.

Wilson asked Broadbent if she had read the Charter and what aspects of the Town Administrator job, as defined in the Charter, might present the most difficulty. Broadbent said she has gone through it and that she has done all things listed under this position and is interested in procurement. Wilson asked Broadbent what her favorite subject in high school; Broadbent said that ornamental horticulture was her favorite because her high school had a program with the USDA.

DeVasto asked about the Newport Clean City Program and what that entailed. Broadbent said her observation was that Newport was a tourist destination, but it was not clean. She worked with the Town Manager and that Clean City took current operations together to perform more efficiently. DeVasto asked about Broadbent if she planned to move here and stay for a long time, noting the Town is interested in some continuity. Broadbent said she has no further aspirations beyond this position and that, being 55, she wants to buy a house in the area.

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Reinhart asked Broadbent how she handles stress and handling someone who is antagonistic. Broadbent said she handles people who are antagonistic with patience and confidence. Broadbent said she does have family on the Cape, and she knows the winter scene on the Cape.

Broadbent thanked the Board for this opportunity.

Interview of Shawn MacInnes, candidate for appointment as Town Administrator

Lynch asked MacInnes to introduce himself and what this opportunity in Wellfleet means. MacInnes said he has lived on the Cape for 25 years and lives in Sandwich with his wife and daughter, and Wellfleet has always been a town that interested him. MacInnes also noted his 20 years in Yarmouth, where he worked in numerous roles. In Yarmouth he did a lot with IT and getting programs online to run efficiently, then became the Municipal Operations Director where he served as a Chief Operating Officer and continued to work on high-level projects and did human resources work. He also helped Yarmouth become a Green Community. MacInnes noted that he went to Dartmouth to take a higher opportunity. MacInnes noted the first Host Community Agreement he worked on in Dartmouth with a retail marijuana shop that is expected to bring in over \$500,000 for the town. MacInnes also shared his desire to build strong teams.

Lynch asked MacInnes why he was leaving Dartmouth now, after nearly two years, and what lessons he has learned there. MacInnes said Wellfleet has always been of interest to him and he said he is an open-communicator and expects the same from his staff and he leverages their skills and develop them as well for succession planning. Lynch asked MacInnes about conflict resolution, speaking about a contamination site in Dartmouth; MacInnes said conflict revolves around lack of communication and he does hold department head meetings to foster collaboration.

Lynch asked MacInnes about his approach to COVID-19 in Dartmouth; MacInnes said the health and safety of the public has been the top priority, but there is a response team that meets weekly, and continuity of operations plans in place. He also looked at the budget and did forecasting in response to the pandemic, and implemented a hiring and non-essential purchasing freeze. Lynch asked MacInnes how he holds people on his team(s) accountable; MacInnes said he likes processes and setting goals and timelines. Lynch asked MacInnes if he had dealt with any personnel issues; MacInnes said yes and reiterated that communication is key and most issues he has had to handle have been because expectations were not communicated.

Lynch asked about MacInnes’s experience with economic development; MacInnes said he did a lot of work in Yarmouth and with wastewater in the main street area. He said it is important to rely on and work with the regional communities, especially in regard to housing. Lynch asked about the balance between big projects; MacInnes said these don’t happen overnight and changes should be made incrementally by presenting options. Lynch asked about the Cape Cod Energy Park in Yarmouth. MacInnes said this project is the location of a transfer station and septic area and utilizes an enterprise fund. Lynch asked about MacInnes’s experience with coastal resilience and environmental management; MacInnes said he does a lot of work in Dartmouth with conservation lands and talked about current projects.

Lynch asked MacInnes about his experience with municipal finance; MacInnes said he does a lot of forecasting and the different funding opportunities available, and noted that Dartmouth has a AAA Bond Rating. Lynch asked MacInnes about his time as IT Director in Yarmouth; MacInnes said he

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put a lot of programs online, including permits, to allow for easier access and processing, and is implementing the same in Dartmouth. He noted the importance of information being online and having access to Town Hall via the website at all hours.

Lynch asked MacInnes, saying that Dartmouth and Yarmouth are larger organizations, how he would transition to a smaller organization. MacInnes said he had the IT Director leave Dartmouth 3 months into his start there and had to take on the initiatives he had in mind on his own. Lynch, speaking of the many current projects in Wellfleet, asked MacInnes his experience and lessons learned for managing such projects. MacInnes said meeting regularly with the team is important. Lynch asked how he would build relationships with the citizens and keep them engaged. MacInnes said he would make the rounds and attends events in the community and allow the public to come speak to him when they need to. Lynch asked MacInnes about the relationship with the Selectboard he envisions to have. MacInnes said the Board in Dartmouth is a good, diverse board, and he likes to get to know the members and keep communication with them to provide the best information possible. He said it was important for the Board to set a leadership tone for the town and work as a cohesive unit.

Carlson asked MacInnes if, as an engineer, he found human nature to be frustrating and how he handles it. MacInnes said he understands and appreciates people of all kinds. Carlson asked MacInnes why he was leaving Dartmouth so soon, saying she feared he did not like the TA job or that he might leave Wellfleet. MacInnes said the opportunity came up and he did not want to miss it, and that he is familiar with the Cape and issues faced there.

Bacon commented, in reference to Main Street development and lack of septic, and said she appreciated MacInnes making note of those issue. Bacon also mentioned that she too sees a possible silver lining for the Cape with regard to COVID-19 and more people moving here to work remotely. Bacon asked MacInnes about expansion of the fiber-optic network on the Outer Cape and what his ideas on that are. MacInnes discussed Open Cape and the advantages it provided in Yarmouth and said there are other technologies available also.

Wilson asked MacInnes about the Open Meeting and Conflict of Interest Laws and how he would handle a situation if a member was not complying with these laws. MacInnes said his goal is to always present all information to the Board prior to a meeting. Wilson asked the downsides of 5G; MacInnes said there are studies that have not been conclusive and that it is up to the community to decide if they wish to have it available. Wilson asked MacInnes what his favorite subject in high school was and about his outside hobbies and interests. MacInnes said geometry or physics were his favorites and he also plays in a hockey league, is an avid runner, and does the PMC bike ride each year.

Reinhart said Wellfleet’s priorities are around nature and the environment and asked MacInnes his feelings between a building project and an environmental project and protecting the environment in large projects. MacInnes said he leans on the desires of the community and the Board and keeping a balance.

DeVasto asked about affordable housing and MacInnes’s thoughts on different avenues that can be taken. MacInnes said Wellfleet using Town land is a good move and again mentioned working with neighboring towns.

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MacInnes thanked the Board for the opportunity to meet and present himself to the Town and that he would love to be a part of the community.

The Town Department Heads will meet the candidates on Friday, June 5. The Board will decide in a meeting on Monday, June 8.

ADJOURNMENT

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

The meeting adjourned at 3:50 pm.

Respectfully submitted,

Courtney Butler,
Secretary

DRAFT – A full audio recording of this virtual meeting can be found on the Town’s website under Wellfleet Town Media.

**Wellfleet Selectboard Meeting
Monday, June 8, 2020 at 3pm
Zoom Virtual Meeting**

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

Chair Reinhart called the meeting to order at 3:00 p.m. This meeting was held via Zoom and the recording is available on the Town website.

ANNOUNCEMENTS, OPEN SESSION AND PUBLIC COMMENT

There were no announcements or public comments.

BUSINESS

Discussion, Deliberation, and Selection of Town Administrator

Reinhart asked the Board to share their vote and 3 reasons why they choose that candidate.

Wilson said that both candidates were good and the Board had 2 good choices and she considered much about them both. Wilson said that she felt the person who could address the most of the Town’s needs is Maria Broadbent. Wilson said that Broadbent has done procurement in other places and simply needs to become an official in MA to get her certification. She felt Broadbent had a wider set of experience and named Broadbent’s prior environmental project management experience as a good fit for Wellfleet.

Bacon said both finalists bring a strong and diverse skill set to the position. She said she preferred someone who was really going to live here and dive deep and hoped the chosen candidate would be with the Town for the next decade. She listed many current and future projects for the Town as well. Bacon said her choice for the next Town Administrator is Shawn MacInnes. Bacon felt Maria would be “too easy” a boss.

Carlson thanked Community Paradigm for their efforts in the search process. Carlson favored MacInnes’s broad background and IT skills.

DeVasto said he was really happy with both candidates, but he felt Broadbent had the larger breadth of experience and leadership skills. He liked that Broadbent managed by getting feedback from the bottom-up.

Reinhart said she considered “who would be best for the Town” in her decision. Reinhart said that Broadbent has a great background in the environment, affordable housing, and collective bargaining. She also noted that Broadbent showed self-awareness and leadership. Reinhart’s vote was for Broadbent.

- Reinhart moved to extend a conditional offer of employment to Maria Broadbent with the following terms: 1. Passing a medical examination including a stress test; 2. Passing a drug test; 3. Passing a background check including employment history. Note: References, credit

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history, education and criminal offender record checks have all been completed; 4. Reaching agreement on a contract of employment.

- Wilson seconded, and the motion carried 3-2, with Bacon and Carlson opposed.

There was discussion of next steps in the offer and negotiation process. Hoort offered to work out the contract details with Town Counsel. Hoort said the salary offered was \$170,000 +/- . He recommended the Board meet in Executive Session to decide a negotiating start point. There was further discussion.

Hoort noted that, per the Charter, a 4/5 vote for the Town Administrator to be appointed, therefore the prior vote of 3-2 is not sufficient to offer employment to Broadbent. The Board went into further discussion about the candidates. Carlson was unwilling to change her vote. Bacon said she considered her vote all weekend and it was a toss up, however her fiber was telling her that Shawn was to be the stronger leader for the Town.

There was further discussion between the Board about the candidates’ strengths. Hoort suggested that the Board either take a vote, and the opposed members change their votes, or postpone this discussion to a future meeting, to be fair to the candidates.

- Reinhart moved to extend a conditional offer of employment to Maria Broadbent with the following terms: 1. Passing a medical examination including a stress test; 2. Passing a drug test; 3. Passing a background check including employment history. Note: References, credit history, education and criminal offender record checks have all been completed; 4. Reaching agreement on a contract of employment.
- DeVasto seconded, and the motion carried 5-0.

ADJOURNMENT

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

The meeting adjourned at 4:00 pm.

Respectfully submitted,

Courtney Butler,
Secretary

Public Records Documents available as of 6/8/2020:

1. Town Administrator candidate resumes

DRAFT – A full audio recording of this virtual meeting can be found on the Town’s website under Wellfleet Town Media.

**Wellfleet Selectboard Meeting
Tuesday, June 9, 2020 at 7pm
Zoom Virtual Meeting**

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; Chief Pauley

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

ANNOUNCEMENTS, OPEN SESSION AND PUBLIC COMMENT

- Wilson said that there will be a public hearing for the Herring River Project on Thursday, June 11 at 3PM.
- Pam Grandin read a statement about short-term rentals.
- Matt Rosenberg expressed concerns about short-term rentals.
- Tim Sayre thanked Bacon for her service on the Board.
- Tim Sayre said that it is not up to the Board to decide how a business functions, it is up to the business and read a personal statement.

PUBLIC HEARINGS

Application received May 12, 2020 from The Fox and Crow, Inc., Trudy Vermehren, manager, to amend the annual liquor license to add an outdoor bar and dining area.

Bacon stated that the service bar outside of The Fox and Crow is a service bar, not a place where liquor or food can be sold, citing that bar service cannot be done right now under the Governor’s orders. Carlson thanked restaurant owners for thorough documentation in their applications. Wilson said she spoke with the Building Inspector and the Chair of the Zoning Board of Appeals with regard to parking. Citing a letter that Vermehren sent to the Board earlier in the week asking for a parking hour limit in Town to assist businesses and restaurants, Wilson said that the Board should let people try and find parking on their own and see how it goes.

Vermehren said that her application is not directly related to the Governor’s orders, that she had planned to establish this outdoor dining area prior to the pandemic – she is requesting an amendment to her annual liquor license. Fire Chief Rich Pauley reminded the audience of the motion the prior week to streamline this process and listed documents required. He said that he has been doing site visits with these establishments the past week. Reinhart asked Chief Pauley if he signed off on all the applications before the Board tonight; Chief Pauley said yes.

DeVasto asked about seating capacity. There was discussion about the use of indoor seats in the outdoor area.

- Wilson moved to amend the annual liquor license, for The Fox and Crow, Inc., to add an outdoor service bar and dining area.
- Bacon seconded, and the motion carried 5-0.
- DeVasto moved to allow The Fox and Crow Inc., to move their indoor seating to the outdoor dining area as to not increase occupancy, as approved by the Fire Department until the Governor’s orders expire or November 1, 2020 whichever is sooner.

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

Application received May 15, 2020 from Mac’s Shack, May Hay, manager, to amend the seasonal liquor license to add an outdoor bar and dining area.

DeVasto asked about the roping off of separate areas, saying he wanted to make sure Hay understood what Chief Pauley said about having a solid barrier, such as cement, for the area that abuts into the parking lot. Hay said yes. DeVasto confirmed with Hay that the outdoor bar will be not be open until the Governor’s order is lifted; Hay said that it will be a service bar only.

- Bacon moved to temporarily amend the seasonal liquor license, for Mac’s Shack to add an outdoor bar service and dining area, until the Governor’s order expires or November 1, 2020 whichever is sooner.
- Wilson seconded, and the motion carried 5-0.

Application received May 15, 2020 from The Beachcomber, Todd LeBart, manager, to amend the seasonal liquor license to add an outdoor bar and dining area.

Dan Murray, employee of the Beachcomber, said the restaurant is considering a tent and will confer with the Fire Chief and Building Inspector first. Murray asked the Board if they would consider opening the White Crest parking lot for his restaurant employees. Beach Administrator Suzanne Thomas said she would like more consideration before deciding. Wilson said this would have to be a separate agenda item.

- Bacon moved to temporarily amend the seasonal liquor license, for The Beachcomber to add an outdoor service bar and dining area, until the Governor’s order expires or November 1, 2020 whichever is sooner.
- Wilson seconded, and the motion carried 5-0.

Application received May 15, 2020 from VR’s, Peter VR Hall, manager, to amend the seasonal liquor license to add an outdoor bar and dining area.

There was no discussion.

- Bacon moved to temporarily amend the seasonal liquor license, for VR’s to add an outdoor service bar and dining area, until the Governor’s order expires or November 1, 2020 whichever is sooner.
- Wilson seconded, and the motion carried 5-0.

Application received May 15, 2020 from The Pearl Restaurant, Alison Hester, manager, to amend the seasonal liquor license to add an outdoor bar and dining area.

Reinhart said this restaurant has not been compliant with regulations and jumped the gun by using town property and a tent without permission. Reinhart said the Fire Chief and Building Inspector have spoken to the restaurant twice and the Pearl ignored their orders; she wanted to postpone the topic.

Ben Zehnder, attorney for the Pearl, and Alison Hester, manager, were on the call. Zehnder said the Pearl provided a site plan and that plan includes jersey barriers as Chief Pauley requested. He said the Board could consider the application tonight. Reinhart asked Zehnder why the Pearl was in blatant disregard to the regulations; Zehnder said they were told and then filed the appropriate paperwork so this would be punitive to not approve their application. There was further discussion.

DRAFT – A full audio recording of this virtual meeting can be found on the Town’s website under Wellfleet Town Media.

Hester said she has been manager of the Pearl for 5 years. Reinhart asked if she had ever been found disregarding regulations before; Reinhart said no. Reinhart said Hester’s reason that the “pandemic made her nervous and she wanted to take care of her staff and the restaurant, so she started to plan ahead”, was not adequate.

Bacon said she agreed with Zehnder, that this was a mistake on Hester’s part and that it was not intentional. Wilson said that use of Town property is something that people have to ask for and that it is restricted this year to avoid having places where people can gather. There was further discussion of the application.

The Board did not take any action on the application for an amended seasonal liquor license for The Pearl.

ACKNOWLEDGEMENT OF 2020 GRADUATES

Wellfleet Elementary School 2020 5th graders

Reinhart congratulated the 2020 Senior Class and 5th Grade Class and thanked them for being a part of the Town.

- Bacon moved that the Wellfleet Selectboard congratulate the Wellfleet Elementary School graduating fifth grade class and wish them luck in their future education. Congratulations to
 - Troy Costa
 - Jessica Francis
 - Romance Hunt
 - Mia McIntosh
 - Oliver Medeiros
 - Lucy Newman
 - Jedidiah ‘Jed’ Noble
 - Jordan Nye
 - Helena Pabo
 - William ‘Eli’ Paine
 - Ethan Rosen
 - Boone Scalcione
 - Ani St. Onge
 - Serena Townsend
 - Finn Valli
 - Caidon Vasquez
 - Kolina Winslow
 - Violet Yingling
 - And thank you to their teacher Mrs. Kathy Ferri, Principal Mary Beth Rodman and the entire staff at the Wellfleet Elementary School
- Wilson seconded, and the motion carried 5-0.

Wellfleet 2020 Senior Class

- Bacon moved to congratulate Wellfleet's 2020 graduating seniors and wish them well in their future endeavors.
 - Alex Heath
 - Charles Anderson

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- James Lord
- Patricia Lord
- Will Moyer
- Jenna Carreiro
- Zeyi Lu
- Nelliemay Dipinto
- Julie Wilson
- Robert Marriott
- Nicolaos Annis
- Ruby Warner
- Molly Shafnacker
- Cassidy Cook
- Joshua Lucas
- Daisy-ann Montaque
- Evelyn Rose
- AnnaBelle Beaudoin
- Fantasia Hatch
- Christopher Pickard
- Sasha LaPointe
- Isabel Merl
- Ashleigh Rose
- Maddie Kelly
- Clay Kenny

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

OTHER RESTAURANT AMENDMENTS

Ceraldi – moved to later in agenda

C Shore

There was no discussion.

- Bacon moved to temporarily amend the seasonal liquor license, for C Shore to add an outdoor service bar and dining area, until the Governor’s order expires or November 1, 2020 whichever is sooner.
- Carlson seconded, and the motion carried 5-0.

The Wicked Oyster

There was no discussion.

- Bacon moved to temporarily amend the seasonal liquor license, for The Wicked Oyster to add an outdoor service bar and dining area, until the Governor’s order expires or November 1, 2020 whichever is sooner.
- Wilson seconded, and the motion carried 5-0.

APPOINTMENTS

Reappointments of Full Time Police Officers

Chief Mike Hurley thanked all the officers for their service. The Board thanked all officers for their service.

DRAFT – A full audio recording of this virtual meeting can be found on the Town’s website under Wellfleet Town Media.

- Bacon moved to reappoint the following Full Time Police Officers for the period July 1, 2020 through June 30, 2021
 - Laecio D Oliviera
 - Mark Braun
 - Nicholas Daly
 - Edward Garneau
 - Jeremiah Valli
 - Robert Pimentel
 - Michael Allen
 - Matthew McGue
- DeVasto seconded, and the motion carried 5-0.

Reappointments of Special Police Officers

- Bacon moved to appoint/reappoint the following Special Police Officers for the period July 1, 2020 through June 30, 2021
 - Leslie Reynolds
 - W. Russell Hughes
 - Seth DiGiacomo
 - Christopher Hartsgrove
 - Eric Trudeau
 - Kristy Pressey
 - Christopher Anderson
 - Meghan Farrell
 - Ryan Wright
 - Scott Higgins
 - John Szucs
 - Marc Spigel
 - Desmond Keogh
- DeVasto seconded, and the motion carried 5-0.

Reappointment of Andrew Ryan as Seasonal Deputy Shellfish Constable

The Board welcomed Ryan back and wished him a good summer.

- Bacon moved reappoint Andrew Ryan as seasonal deputy shellfish constable for the periods July 1, through November 3, 2020 and May 13, through June 30, 2021.
- Wilson seconded, and the motion carried 5-0.

COVID-19 UPDATES AND RECOMMENDATIONS

Short-term rentals

Hort said that he spoke with Counsel and that the Board of Health would really be the entity to decide a minimum stay on short term rentals. He asked the Board to make a decision and stick with it tonight. Reinhart asked lodging operators to abide by the Governor’s guidelines. Bacon expressed that this ongoing conversation has caused anxiety for many people and that 136 emails were received by the Board. She said it did not make sense that since short term rentals have been going on for weeks, we could not now close the Town down. DeVasto, an advocate for restrictions on short term rentals, said the Board has always agreed that whatever is decided is consistent with other towns throughout the region. He said there has been misinformation and that there has never

DRAFT – A full audio recording of this virtual meeting can be found on the Town’s website under Wellfleet Town Media.

been a motion put forward to restrict rentals. DeVasto said he would not support a motion to restrict rentals if it was not being passed in other towns.

Carlson reminded anyone who rents in the summer that the Governor recommends a 24-hour period between guests for cleaning. Wilson said the Board is here to look at different ways to approach a situation. Wilson said she thinks that the length of a rental stay should be determined by the property owner.

Audience member Mary Ellen Manning asked the Board to consider a minimum 2-week stay. Wilson said she did not believe that restricting property owners to any length would prevent people from being here. DeVasto said he has received overwhelming support to restrict short term rentals and the reason he believed it could have been a mitigating factor, because it would reduce the amount of turnover. There was further discussion. Audience member Matt Rosenberg thanked the Board and said he and other homeowners are taking this matter very seriously.

Visitor beach stickers

Suzanne Thomas said this discussion is moot because there is no restriction on short term rentals.

- Bacon moved that the sale of visitor beach stickers commence on June 13, 2020.
 - DeVasto suggested reopening all beaches, except one for residents/taxpayers only, to visitors. Bacon said she did not think this was legal. Thomas said she heard what Mr. DeVasto was saying but changes to the regulations was not published as a public hearing. She asked the Board not to vote on this yet without a public hearing. Wilson said anyone could go to a beach before or after hours so this would not restrict use of any one beach.
 - Audience member Jonathan Schwartz confirmed that visitor stickers were to be sold this summer and thanked the Board for its consideration.
 - Audience member Josh Yeston suggested that when the use of Town property is reconsidered, the Board look also at reopening the back lot at White Crest for use by resident/taxpayers.
- Wilson seconded, and the motion carried 5-0.

Food Trucks

Bacon said food trucks should be handled the way they have always been handled, and with the proper licensing and permitting with the Selectboard and Board of Health be allowed to operate on town property. Wilson said she spoke to a person who owns a food truck at one of the beaches and asked their plan for the summer, that person said they were waiting to see what the Board decided. DeVasto suggested mobile food trucks, not just allowing them to sit at one place. Thomas distinguished between food trucks requiring a use of town property, saying the ones at ocean beaches are acquired through a procurement contract, and the permission for use of town property is granted through that process.

Use of Town Property – Revisited

Wilson said the Board should still not allow the use of town property to avoid groups of larger than 10 people. She said there is a lot of private property and national seashore land in the area. Bacon said the Board should be looking at use of town property on a case by case basis with the consideration of the Board of Health. Citing the 2 uses of town property before the Board tonight for Ceraldi and The Pearl, that requests should be looked at individually. Reinhart said this was also

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in her mind for use of town property by yoga groups, instructional surfing lessons, etc. DeVasto agreed with Bacon and said the Board needs to be able to hear uses of town property. Carlson said she would keep the current order to not allow the use of town property, except for the two restaurants. There was further discussion.

Reinhart asked Thomas her opinion; Thomas said she feels bad for the groups that want to have small events, such as a 10-person wedding. She suggested having a size limit on the types of events they will hear requests for so as to limit what they will be willing to hear. Chief Pauley said he would not support any gathering of hundreds of people at this point in time and allow department heads to weigh in. Chief Hurley said staff could vet the applications that do come in to take some of that weight off the Board. Hoort said he would not have a problem with a small wedding but that the Governor still restricts gatherings to less than 10 people; he suggested looking at them on a case by case basis.

Audience member Molly Kasakoff said she felt that businesses should be allowed to apply for use of town property, not just restaurants. Wilson agreed with Chief Pauley and that if any department does not approve of the application, it not be heard by the Board.

- Bacon moved that the use of town property, after having been vetted by Board of Health, Police and Fire, be considered by the Selectboard on a case by case basis.
- DeVasto seconded, and the motion carried 4-1, with Carlson opposed.

Update on Governor’s Reopening Plan

Wilson asked that when people who visit from away have to quarantine for 2 weeks and asked how that worked with shorter term rentals. Reinhart said the Governor is urging people to quarantine, when coming from out of state, but it is not a mandate. DeVasto said he was concerned that the Governor did not require any travelers – from in or out of state – to quarantine. Wilson agreed with DeVasto.

Discussion of Town Meeting

Hoort said legislation was just passed but it does not affect Wellfleet in anyway, that it allows remote participation for Representative forms of town government. Hoort said the Board will see a budget proposal soon that operates at 1/12 of the Fiscal Year 2020 Budget. Hoort said Town Meeting can still be held on October 5 and that he will work to finish the Warrant before he retires. Bacon said she attended the MMA webinar about Town Meeting last week and her notes were as follows:

- Reduce the warrant; nix all capital spending except the water question;
- Seek outdoor venues, have greeters and masks;
- Pre-town meeting forum via Zoom so everyone is familiar with the articles on the Warrant;
- All department heads should be involved with all aspects of Town Meeting and PSAs should be done as a resource for residents;
- Exits and entries should be clearly marked;
- Have emergency personnel on site; and
- Start the plan now

Wilson asked Hoort if the date for Town Meeting could be changed; Hoort said yes, up to approximately 5 weeks prior to Town Meeting to produce the Warrant. Wilson said she was surprised that the legislature did not allow Zoom to be a platform for Open Town Meeting. Wilson said it did not feel right to her to reduce the quorum. There was further discussion.

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Moderator Dan Silverman said that it was unrealistic to think the legislature would give us what we need. He suggested that department heads and the Town Administrator begin planning now. He did not think holding a Zoom meeting would be practical or allow for confirming voter registration and votes. There was further discussion.

DeVasto said he heard the legislature was looking at allowing Town Meeting to be held outside of Town borders. Silverman said that he believed DeVasto to be correct. Reinhart asked to form a planning committee that included Silverman and other staff.

Other updates and recommendations

Bacon asked to have the highway sign changed to reflect social distancing and wearing masks. Chief Hurley said yes.

BUSINESS

Use of Town Property for Ceraldi and The Pearl

Zehnder said the Board did not hear an expressed apology from The Pearl and he provided one. Wilson again expressed concern for the risks of the coronavirus spreading. Michael Ceraldi, of Ceraldi, said the town property that is in question that he wishes to use for service is the top of the leaching field of 15 Kendrick Avenue’s septic system. Reinhart said that part of the process for tonight is for the Fire Chief and Building Inspector do a site visit first. Bacon said there is an easement on the land. Bacon said she would not approve the removal of benches, as requested, since they have been donated in memory of loved ones who have passed on. There was further discussion.

DeVasto said the capacity of the Town will be reduced to serve the population here no matter what the Board does for the restaurants, and that the Board needs to support them opening in the limited capacities they can. Wilson said the restaurants need to have insurance.

- Bacon moved to temporarily amend the seasonal liquor license, for Ceraldi, Inc. to add an outdoor service bar and dining area, until the Governor’s order expires or November 1, 2020 whichever is sooner.
- Wilson seconded, and the motion carried 5-0.

- Bacon moved to approve the Use of Town Property for Ceraldi, Inc. located around their premises on Kendrick Avenue for the 2020 season, subject to the conditions, if any as listed on the application form pending an inspection by the Building Department and Fire Department. The fee is to be determined by the Board.
- Wilson seconded, and the motion carried 5-0.

The Pearl

- Bacon moved to temporarily amend the seasonal liquor license, for The Pearl Restaurant to add an outdoor service bar and dining area, until the Governor’s order expires or November 1, 2020 whichever is sooner.
 - Carlson was concerned with the way in which the restaurant behaved, putting up their tent prior to having Board approval. Reinhart asked Hester and Zehnder if the upstairs, open-air deck be used; Zehnder said they have considered it. He asked the Board to accept the apology and see how they behave this summer and not punish

DRAFT – A full audio recording of this virtual meeting can be found on the Town’s website under Wellfleet Town Media.

them by not approving their temporary, seasonal liquor license amendment. There was further discussion.

- Wilson seconded, and the motion carried 4-1, with Wilson opposed.
- Bacon moved to approve the Use of Town Property for The Pearl Restaurant. located around their premises on Kendrick Avenue for the 2020 season, subject to the conditions, if any as listed on the application form pending an inspection by the Building Department and Fire Department. The fee is to be determined by the Board.
- Wilson seconded, and the motion carried 4-1, with Wilson opposed.

Discussion of FY21 Budget and 1/12 Spending Mechanism

No action taken.

Update on Fuel Tanks at the Marina

Bacon said the Town Meeting approved replacing the Fuel Tanks and that she was concerned they had not been replaced yet. She asked when this would be considered a priority. Will Sullivan, Assistant Harbor Master Asked Bacon when she would like to see them go in, if not this fall; Bacon said any time before they leak. Sullivan said they are vaulted tanks, therefore could not leak out, and that the process would still require a contract and did not think the summer was the best time to dig them up and replace them. Bacon asked why this was taking so long; Sullivan said he thought initially it was set to be at a different location and asked for input. Wilson said the Board had hoped it was going to happen already and this past winter would have been a good time to do it. Wilson asked the complications of dredging the harbor and installing the tanks at the same time; Sullivan said there were none. There was further discussion. DeVasto thanked the Harbormaster’s office for looking into the best option for placing the tanks.

Update of Town Administrator Interviews/Hiring Process

Reinhart said that a conditional offer of employment was offered to Maria Broadbent and that the Board will meet in executive session to negotiate her contract. Hoort said he spoke with Broadbent today and that Butler is working with Broadbent to set up her background check and physical.

SELECTBOARD REPORTS

There were no reports.

TOWN ADMINISTRATOR’S REPORT

This report is for the period May 9, 2020 through May 22, 2020.

1. General
 - Working on final town meeting warrant for approval by the Selectboard over the summer.
 - Town buildings have been closed as precaution to the COVID-19 virus. Police station remains open. Working on plans for departments to re-open.
 - Staff has been directed to work from home whenever possible.
 - Staff members sharing an office alternate their time in the office
2. Fiscal Matters
 - FY 21 budget and CIP requests are under review. FY 20 budget will be used until FY 21 budget is approved.

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3. Meetings – All meetings are via conference call
 - May 11 - Town Hall Administration meeting
 - May 11 – Wellfleet Chamber of Commerce
 - May 12 - Selectboard/Emergency Management Team (EMT) public forum
 - May 12 – Selectboard meeting
 - May 13 – Department Head conference call
 - May 13 – Conference call with Senator Warren
 - May 14 – Conference call regarding PSAs
 - May 15 – Wellfleet Chamber of Commerce
 - May 15 – Town Hall staff conference call
 - May 18 – Conference call with Town Moderator
 - May 19 – Selectboard/Emergency Management Team (EMT) meeting.
 - May 20 – Exec Office of Energy and Environmental Affairs Secretary re: beaches
 - May 20 – Wellfleet Chamber of Commerce
 - May 20 – Chief Pauley and Hurley conference call
 - May 21 - Dredging Task Force meeting
 - May 22 – Outer Cape TA/TM with Seashore Superintendent
 - May 22 – Outer Cape TA/TM with Selectboard Chairs
4. Complaints.
 - None, other than usual
5. Personnel Matters:
 - Community Paradigm Associates and Town Administrator Screening Committee ready to present finalists for new Town Administrator.

TOPICS FOR FUTURE DISCUSSION

- Reinhart: discussion of fees
- Wilson: reorganization of Board after election
- DeVasto: resident/taxpayer beach discussion
- DeVasto: beach fire permits discussion

CORRESPONDENCE REPORT

- Bacon: 136 letters about short-term rentals
- Wilson: asked that staff scan and send paper correspondence to the Board

MINUTES

Carlson asked to take up the amendments of minutes at a future meeting.

ADJOURNMENT

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

The meeting adjourned at 11:00pm.

Respectfully submitted,

DRAFT – A full audio recording of this virtual meeting can be found on the Town’s website under Wellfleet Town Media.

Courtney Butler,
Secretary

Public Records Documents available as of 6/9/2020:

1. Public Hearing papers for The Fox and Crow, Mac’s Shack, The Beachcomber, VR’s, and The Pearl
2. Tents and Other Membrane Structures code – 2015 International Fire Code
3. Use of Town Property Fees
4. Liquor License amendment and outdoor seating plans for The Fox and Crow, Mac’s Shack, The Beachcomber, VR’s, The Pearl, Ceraldi, C Shore, and The Wicked Oyster
5. Appointment papers for Full Time Police Officers, Special Police Officers, and Andrew Ryan
6. Letter from The Board to Dan McKiernan, MA DMF, re: Appointment of Andrew Ryan as Seasonal Deputy Shellfish Constable
7. DLS Bulletin dated May 2020, re: An Act to Address Challenges Faced by Municipalities and State Authorities Resulting From COVID-19
8. Memo about Fuel Tanks at Marina
9. Historical list of Marina Fuel Sales from 2010-2019
10. Town Administrator’s Report
11. Correspondence report
12. Draft minutes of the May 26, 2020 and June 2, 2020 meetings

DRAFT A full audio recording of this virtual meeting can be found on the Town's website under Wellfleet Town Media.

**Wellfleet Selectboard with Emergency Management Team Meeting
Tuesday, June 16, 2020 at 10am
Zoom Virtual Meeting**

Selectboard Members Present: Chair Janet Reinhart; Helen Miranda Wilson; Michael DeVasto; Justina Carlson; Ryan Curley (not yet sworn in, will not vote)

Also Present: Assistant Town Administrator Mike Trovato; Executive Assistant Courtney Butler; Health Agent Hillary Lemos; Police Chief Michael Hurley; Fire Chief Rich Pauley; Community Services Director Suzanne Thomas; Town Accountant Gene Ferrari

Chair Reinhart called the meeting to order at 10:00 a.m. This meeting was held via Zoom and the recording is available on the Town website.

ANNOUNCEMENTS, OPEN SESSION AND PUBLIC COMMENT

- Reinhart congratulated Ryan Curley on his election to replace Kathleen Bacon
- Chief Hurley announced that on Wednesday, June 17 and Thursday, June 18 from 8AM-7PM, there will be free COVID-19 testing at Outer Cape Health Services Wellfleet, Provincetown, and Harwich locations.

COVID-19 UPDATES AND DISCUSSION

Discussion of FY21 Budget and 1/12 Spending Mechanism

Town Accountant Ferrari said that the Dept. Of Revenue (DOR) is allowing Towns to work with 1/12 of the Fiscal Year 2020 budget in Fiscal Year 2021, until the FY21 budget is passed at Town Meeting. Wilson asked if CARES Act Funds would come into the budget, and if it could be used during the 1/12 allotment; Ferrari said yes. He said he did not think there would be an issue of spending more than the 1/12. There was further discussion.

DeVasto asked if the CARES Act Funds had already been received; Chief Hurley said yes. DeVasto clarified that these funds were only for COVID-19 related matters, not for recovering lost revenue; Ferrari said yes.

CARES Act Funds

Chief Hurley said there are portions of money from COVID-19 expenses that the Town can recoup. He discussed the process for attaining funds from FEMA and other aid agencies. Reinhart asked who was in charge of the overall budget for this; Chief Pauley said it is he and Chief Hurley.

DeVasto asked how much revenue would be coming in or lost; Trovato said it was too early to tell. Wilson asked how long these CARES Act Funds would be available; Chief Hurley said this would allow them to incur any costs until June 30, 2021 and that the Town is eligible for up to \$240,000.

Beach Fire Permits

Thomas said that beach fires themselves are not problematic but the disconnect is issuing a permit for the fire without the one-on-one contact needed to supply them. She said the online process becomes cumbersome for what people are required to upload to the system. DeVasto asked if there was some way to do a drop off paper application and suggested other ways to be able to allow beach fires to occur. There was discussion.

DRAFT A full audio recording of this virtual meeting can be found on the Town's website under Wellfleet Town Media.

Thomas said she thought of having a target date of July 1 to allow more time to figure out the system. DeVasto said that was good. Wilson suggested deadlines and advanced reservations. Chief Pauley said whatever system is designed needs to be fully efficient and signed off by Dept. Heads first.

Resident/Taxpayer Beach Option

DeVasto recommended this option for resident/taxpayers to have a beach to themselves during COVID-19. Reinhart said the Board received a lot of mail in support of this option. Thomas suggested making this for the entire summer and do an assessment after the summer and to also keep note of how many spaces are available. Thomas and the Board suggested McGuire Landing (LeCount Hollow). Wilson said she was in favor of this option and also asked to not close the White Crest lot, but allow it to be open for more parking.

There was further discussion. Audience member Janet Drohan supported the issue but said that it was not considered that many residents have visitors who stay and cannot then go to the Resident Beach. Audience member Donna McCaffery was worried about the sale of visitor stickers continuing while one beach was being closed to them; she suggested using White Crest rather than McGuire Landing. McCaffery asked if the number of beach stickers being sold to visitors will be limited; Thomas said that discussion has not taken place yet.

Wilson asked how many spots were at McGuire Landing; Thomas said it is about 150, with 25% of those becoming coned off to reduce capacity. Audience member Denise Queally asked how non-resident taxpayers would use the beach; Thomas said it would be for anyone with a resident beach or resident beach/transfer sticker.

- DeVasto moved that McGuire Landing be open to resident and non-resident taxpayer beach stickers only until Labor Day, 2020.
- Wilson seconded, and the motion carried 4-0.

Other updates and recommendations

Reinhart suggested not having another meeting until June 30, after the Governor's Phase 3 update. Butler noted that this meeting, of the Board and EMT would not take place again until June 30 anyway, citing the bi-weekly schedule. Chief Pauley suggested meeting on June 23 and then look at suspending or rearranging the meetings; Chief Hurley agreed.

Wilson said the updates take only an hour and inform the Board and the community about what is going on, she preferred to have the schedule remain the same.

RESTAURANT AMENDMENTS AND OUTDOOR DINING

Harrigan's Café

Chief Pauley commended the Board in getting ahead of the process by voting to streamline the Outdoor Dining Expansion requests. He said that this process has gone off without fail. The Chiefs, Health Agent, and Building Inspector gave verbal OKs for this application.

- DeVasto moved to allow Harrigan's Café to add an outdoor service bar and dining area, until the Governor's order expires or November 1, 2020, whichever is sooner.
- Wilson seconded, and the motion carried 4-0.

DRAFT A full audio recording of this virtual meeting can be found on the Town's website under Wellfleet Town Media.

TOPICS FOR FUTURE DISCUSSION

ADJOURNMENT

- Wilson moved to adjourn.
- Carlson seconded, and the motion carried 4-0.

The meeting adjourned at 11:00 am.

Respectfully submitted,

Courtney Butler,
Secretary

Public Records Documents available as of 6/16/2020:

1. Request for approved outdoor dining from Harrigan's Cafe
2. DLS Bulletin dated May 2020, re: An Act to Address Challenges Faced by Municipalities and State Authorities Resulting From COVID-19
3. CARES Act Fund information memo



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: June 23, 2020

XI

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 _____

