



## Wellfleet Selectboard

### Note: Start Time of 7pm

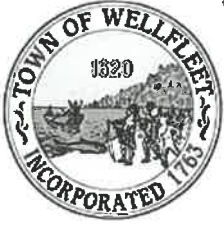
The Wellfleet Selectboard will hold a public meeting on **Tuesday, September 8, 2020, at 7:00 p.m.** **This meeting will be held via Zoom Video Conference** in accordance with the temporary suspension and enhancement of the Open Meeting Law requirements by Governor Baker. Instructions for a Zoom video 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](http://www.youtube.com/c/wellfleettownmedia).
2. Join the meeting hosted in Zoom by using the following link:  
<https://zoom.us/j/98172916632?pwd=aGVDeIhZDlY3B5SlpUMzBkMi9QeTFOZz09>
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: 981 7291 6632 and Passcode: 471449**
  - 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: 981 7291 6632 and Passcode: 471449**. 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](mailto: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](http://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. Announcements, Open Session and Public Comments**

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

- II. Public Hearings**
  - A. Annual Tax Classification Hearing
- III. COVID-19 Updates and Recommendations**
- IV. Board/Committee Appointments and Updates**
  - A. Onsite Engineering – Final Report of Evaluation of Septic Options for 95 Lawrence Road Housing Project [Assistant Town Administrator]
  - B. Fall Tax Bill Inserts
    - 1) Recycling Committee
    - 2) Taxation Aid Committee
  - C. Rights of Public Access Committee – Choose 3
    - 1) Mike Kubiak
    - 2) Barbara Brennessel
    - 3) Stephen Ducati
    - 4) Melissa Yow
    - 5) Sonja Woodman
    - 6) Thomas Siggia
    - 7) Nicholas Baron
  - D. Planning Board – Olga Kahn from alternate to regular member
  - E. Planning Board Meeting Schedule Discussion [Curley]
    - 8) Planning Board Comments and Involvement in the Proposed Route 6/Main Street and Cape Cod Rail Trail Projects
- V. Use of Town Property**
  - A. Location TBD – Sam Giamatti and Sarah Blanford
- VI. Business**
  - A. Additions to Recreational Shellfishing Permit Categories [Shellfish Constable]
  - B. Shellfish Permits for Town Staff [Shellfish Constable]
  - C. Request to Change Article 22: Shellfish Revolving Fund to Include Increased Spending Limit [Shellfish Constable]
  - D. Correction of a Mistaken Designated Shellfish Growing Area in Regulations [Shellfish Constable]
  - E. Selectboard FY2021 Goals – Begin Process by Reviewing FY2020 Goals
  - F. Response to Seashore Superintendent Brian Carlstrom’s letter dated August 28, 2020, re: Cape Cod Rail Trail & Route 6 Corridor Improvements Project Coordination [Wilson]
  - G. Final Recommendations for Warrant Articles 23 and 25 [Moderator]
- VII. Selectboard Reports**
- VIII. Town Administrator’s Report**
- IX. Topics for Future Discussion**
- X. Correspondence and Vacancy Reports**
- XI. Minutes**
  - A. August 25, 2020
- XII. Adjournment**



## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020

# II

### PUBLIC HEARINGS – A

<b>REQUESTED BY:</b>	<b>Tax Assessor</b>
<b>DESIRED ACTION:</b>	<b>Annual Tax Classification Hearing</b>
<b>Split tax rate between Commercial &amp; Residential</b>	<b>I move to make the Residential Factor the numeral 1 for FY2021.</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____
<b>Option 1</b>	<b>2019 motion: I move to approve the adoption of a residential tax exemption of 20% for FY2020 (FY2021).</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____
<b>Option 2</b>	<b>2019 motion: Open Space exemption – No action taken</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____
<b>Option 3</b>	<b>2019 motion: Small Business exemption – No action taken</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____

TOWN OF WELLFLEET  
PUBLIC NOTICE

In accordance with Chapter 369 of the Acts of 1982, amending Chapter 797 of the Acts of 1979, the Wellfleet Board of Selectmen will conduct a public hearing on the issue of allocating the local property tax levy among the five classes for Fiscal Year 2021. (Chapter 40, Section 56 as amended by Chapter 369 of the Acts of 1982)

This public hearing will be conducted on Tuesday, September 8, 2020 at 7:00 p.m. at the Wellfleet Senior Center. Options open to the Town will be provided, and any taxpayer wishing to present oral or written information on their views will be recognized by the Chair. At the hearing, the Board of Assessors will provide all information and data relevant to making a final determination on the allocation of the tax burden among the five classes of real property: residential, open space, commercial, industrial, and personal property as set forth in Chapter 40 Section 56.

WELLFLEET BOARD OF SELECTMEN

## MEMORANDUM

To: Select Board, Town Administrator  
From: Assessor  
Subject: **Classification Hearing - Fiscal 2021**  
Date: September 8, 2020

The Legislature has given local communities limited flexibility in allocating the tax burden among the various classes of property. The Select Board has the opportunity to lower the tax rate of residential taxpayers and increase the tax rate of commercial and personal property taxpayers. The Town of Wellfleet has always employed one tax rate for all classes of property. At the Classification Hearing, the Select Board must reaffirm or change this position.

**The Board of Assessors recommends retaining the unified tax rate** for all classes of property. The current split between classes is 96% residential and 4% commercial & personal property. The shift would place an undue burden on 4% of the Wellfleet taxpayers. **To retain the single tax rate, a motion with a favorable vote to "make the Residential Factor the numeral 1 for Fiscal 2021" must be made.**

The Board of Assessors must also inform the Select Board of other options involving the shifting of the tax burden. The following is for information only. **No action need be taken.**

### Option One:

There is a Residential Exemption available to those domiciled in Wellfleet. An amount up to 35% of the average assessment of the entire residential class could be deducted from the total assessed value of domiciled taxpayers. The total amount of exempted value would then be allocated among all residential class taxpayers. The net effect is an increase in the tax rate for all residential taxpayers.

**The Board of Assessors does not have a recommendation.**

### Option Two:

The "Open Space Exemption" allows up to 25% of the assessed value of land so designated to be exempt from taxation. The burden would be shifted to all other classes of property.

**The Board of Assessors recommends no action.** There is no need for an open space exemption at this time as several tax-friendly options are available for those interested in preserving all or part of their property as open space. Parcels that could qualify are currently involved in other programs that have satisfied any need to date.

### Option Three:

Small Business Exemption - An amount up to 10% of the assessed value of a small business (less than 10 employees and an assessed value of less than \$1,000,000) may be deducted. The total deductions are then shifted to those businesses not classified as "small."

**The Board of Assessors recommends no action.** The majority of the town's businesses are "small." The additional burden would be shifted to a handful of taxpayers.



## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020

III

### COVID-19 UPDATES AND RECOMMENDATIONS

<b>REQUESTED BY:</b>	<b>Chair</b>
<b>DESIRED ACTION:</b>	<b>TBD</b>
<b>PROPOSED MOTION:</b>	<b>TBD</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020

IV

### BOARD/COMMITTEE APPOINTMENTS AND UPDATES – A

<b>REQUESTED BY:</b>	Assistant Town Administrator
<b>DESIRED ACTION:</b>	Onsite Engineering – Final Report of Evaluation of Septic Options for 95 Lawrence Road Housing Project
<b>PROPOSED MOTION:</b>	N/A
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____

# 95 Lawrence Road Wastewater System Evaluation

## Executive Summary

### INTRODUCTION

This executive summary provides a summary of the findings and conclusions presented in the larger Town of Wellfleet 95 Lawrence Road Development Wastewater System Evaluation Report prepared and submitted to the Town on August 21, 2020. That evaluation was commissioned by the Town, in conjunction with the 95 Lawrence Road Task Force (Task Force), to complete the evaluation of sewage treatment and disposal options for a planned affordable housing development at 95 Lawrence Road in Wellfleet, Massachusetts. The tasks completed as part of the evaluation include the assessment of feasibility and costs associated with installing either an Innovative and Alternative (I/A) subsurface sewage disposal system (SSDS) permitted under 310 CMR 15.000, Title 5, or a larger treatment and disposal system option that would also serve the area surrounding the planned development, which would be permitted under 314 CMR 5.00, Groundwater Discharge Permit Program.

The Town of Wellfleet, via creation of the Task Force, have undertaken planning efforts to develop 6 acres of a 9.26 acre Town-owned parcel into forty six (46) affordable housing units, resulting in up to 90 new bedrooms. The project site, located at 95 Lawrence Road, in its current state consists of a combination of undisturbed land, a baseball field and an elevated water storage tower. The site is located to the northeast of the Wellfleet Elementary School and east of the Wellfleet Police and Fire Department Headquarters, with access to Route 6 (Grand Army of Republic Highway) Road to the south from Lawrence Road. Based on previously prepared conceptual layouts for the development of the site, the proposed affordable house complexes, in general, would be located to the northwest of the baseball field's outfield and to the south of the water storage tank's access drive.

As noted in the RFP, the project site is located within the Duck Creek sub-watershed, which ultimately conveys groundwater to Wellfleet Harbor. According to the Massachusetts Estuaries Project (MEP) March 2017 report, a significant reduction in nitrogen loading is required to achieve MEP threshold nitrogen concentrations for compliance with the Clean Water Act (CWA) in this watershed. In response to this study's findings, the Town of Wellfleet and the Task Force acknowledge the importance of maintaining the environmental health of Wellfleet Harbor and its significance to the Town's residents and therefore commissioned this study to understand the costs and benefits of including enhanced nitrogen removal in addition to the septic system that would be required if this site were to be developed.

As presented in the evaluation report, the tasks completed included an assessment of several MassDEP approved I/A technologies and Wastewater Treatment Systems that might serve the project and/or larger surrounding area. The evaluation process was completed by soliciting technical and budgetary proposals from I/A technologies that are on the MassDEP I/A approval list for General Use for new construction on systems that are larger than 2,000 gallons per day. Similar proposals were solicited for larger wastewater treatment systems that are above 10,000 gallons per day and would be permitted by the MassDEP under the Groundwater Discharge Permit Regulations. In addition to assessing the various nitrogen reducing treatment technologies, we completed an



assessment of the feasibility of siting effluent disposal systems on the site and prepared preliminary layouts and estimated probable construction costs for those systems.

Based upon the information provided by the various vendors, a technical and cost analysis of each system was completed and presented in the evaluation report. The report was divided into two sections. Section 3 of the full report details the results of the I/A septic system analysis and Section 4 provides the results of the assessment of the larger Groundwater Discharge Permit wastewater treatment facility options. This executive summary includes the results of the analysis for these options as presented in the full report.

### *INNOVATIVE/ALTERNATIVE SEPTIC SYSTEM ANALYSIS; RESULTS AND DISCUSSION*

According to the best available information from the Town of Wellfleet Board of Health and MassGIS, we have not found any evidence that would not support the feasibility to implement an Innovative/Alternative subsurface sewage disposal system to address sewage treatment and disposal at the 95 Lawrence Road development. The project site and the surrounding area is not within any mapped areas of concern related to 310 CMR 15.000, Title 5, and the Town of Wellfleet Wellhead Protection District.

While this area has been included in the recent Massachusetts Estuaries Project study associated with Wellfleet Harbor, which indicated this area contributes to nitrogen loading of Duck Creek, during our discussions with MassDEP regarding the Estuaries Study, it was mentioned to us that there have been internal discussions within MassDEP about designating areas of influence to this Estuary as a Nitrogen Sensitive Area in accordance with 310 CMR 15.215 but that nothing formal has been proposed. If this were to occur, then the project site would likely be subject to the requirements of 310 CMR 15.214, which limits the allowable loading of a site from a subsurface sewage disposal system to 440 gpd/acre without alternative treatment, and up to 550 gpd/acre to discharges greater than 2,000 gallons with an Innovative/Alternative treatment system. When utilizing the 550 gpd/acre threshold, this limits the loading of the site to 5,546 gallons per day (50 bedrooms), which is less than the development's currently proposed flow 9,900 gallons per day. As such, if this area were mapped as a Nitrogen Sensitive Area and the planned development is more than 50 bedrooms, then in order to accommodate this loading, the sewage treatment and disposal system would have to be permitted under the Groundwater Discharge Permit Program, 314 CMR 5.00.

Under the presumption that the project area would not be designated a Nitrogen Sensitive Area and the project would proceed with an Innovative/Alternative subsurface sewage disposal system, the six technologies reviewed appear adequate to meet the requirements of nitrogen reducing treatment systems. Based on our review of the proposals and consultation with a contractor that has installed multiple Innovative/Alternative subsurface sewage disposal systems, the Amphidrome, Bioclere and FAST treatment systems represent the lowest capital cost, while the Nitrex, Advantex, and Amphidrome represent the systems with the least cost to operate. Overall, the treatment system costs range from \$396,000 to \$743,000 with a median cost approximately \$500,000. The annual operational costs are in the range of \$19,000 to \$23,000 per year. Based on our experience, these costs appear consistent with similar size treatment systems of equal complexity.

As shown in the schematic figures included in Section 3.3 of the full report, the configuration and footprint of each system can vary substantially. In an effort to provide a succinct summary of each vendor proposal and its suitability for the project and site conditions, we have provided the following Table:

*//A Subsurface Sewage Disposal System  
Treatment System/Site Suitability Assessment  
95 Lawrence Road  
Wellfleet, Massachusetts*

<b>Treatment System</b>	<b>Opinion of Cost</b>	<b>Advantages</b>	<b>Disadvantages</b>
<b>Advantex</b>	\$663,104	<ul style="list-style-type: none"> <li>• Second lowest cost to operate system</li> </ul>	<ul style="list-style-type: none"> <li>• Higher capital cost compared to other systems</li> <li>• Certain system components are required to be installed above grade in non-traffic areas</li> <li>• Large system footprint</li> </ul>
<b>Amphidrome</b>	\$395,270	<ul style="list-style-type: none"> <li>• Lowest capital cost compared to other system</li> <li>• Entire system can be installed under traffic areas</li> <li>• Lower end of range for cost to operate</li> </ul>	<ul style="list-style-type: none"> <li>• Requires more frequent sludge removal events than other systems</li> </ul>
<b>Bioclere</b>	\$470,750	<ul style="list-style-type: none"> <li>• Lower capital cost compared to other system</li> </ul>	<ul style="list-style-type: none"> <li>• Certain system components are required to be installed above grade in non-traffic areas</li> <li>• Requires more frequent sludge removal events than other systems</li> </ul>
<b>FAST</b>	\$494,500	<ul style="list-style-type: none"> <li>• Lower capital cost compared to other system</li> <li>• Entire system can be installed under traffic areas</li> </ul>	<ul style="list-style-type: none"> <li>• Second highest cost to operate</li> </ul>
<b>Nitrex</b>	\$742,460	<ul style="list-style-type: none"> <li>• Entire system can be installed under traffic areas</li> <li>• Lowest cost to operate system</li> <li>• Lowest electrical consumption of all systems</li> </ul>	<ul style="list-style-type: none"> <li>• Highest capital cost compared to other systems</li> <li>• Large system footprint</li> </ul>
<b>SeptiTech</b>	\$498,000	<ul style="list-style-type: none"> <li>• Entire system can be installed under traffic areas</li> </ul>	<ul style="list-style-type: none"> <li>• Highest cost to operate</li> </ul>

In regard to the site's effluent disposal system, given the anticipated site conditions of this area, the effluent disposal system could be sited within the confines of the adjacent baseball, or in all likelihood anywhere within the confines of the site based the abundance of soil observation and percolation test data for this area and the lack of site constraints.

For the 95 Lawrence Road development, we reviewed three configurations of effluent disposal systems; stone leaching trenches, leaching chamber trenches, and drip dispersal. Based on our review, it appears that the lowest capital cost system would be the drip dispersal option followed by stone leaching trenches and then leaching chamber trenches. Overall, the cost range between options varies by 15% with the overall range of the high end cost between \$225,000 and \$260,000. Upon performing deep observation holes on the site to determine the extents/depth of top and subsoil layers, the costs difference among these options will likely result in one of the configurations becoming the clear lowest capital cost option.

Based on the information and cost data presented in Section 3 of the full report, we have prepared the following Table to compile, summarize and present a comprehensive budget and timeframe associated with the design and construction of the I/A systems considered for the proposed 95 Lawrence Road project.

*Innovative/Alternative Treatment Systems  
Opinion of Planning Budget and Timeframes  
95 Lawrence Road  
Wellfleet, Massachusetts*

<b>Vendor/Technology</b>	<b>Advantex</b>	<b>Amphidrome</b>	<b>Bioclere</b>	<b>FAST</b>	<b>Nitrex</b>	<b>SeptiTech</b>
Innovative/Alternative System	\$663,104	\$395,270	\$494,750	\$494,500	\$742,460	\$498,000
Effluent Disposal System	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000
<b>Sub-Total</b>	<b>\$888,104</b>	<b>\$620,270</b>	<b>\$719,750</b>	<b>\$719,500</b>	<b>\$967,460</b>	<b>\$723,000</b>
Contingency – 20%	\$177,620	\$124,054	\$143,950	\$143,900	\$193,492	\$144,600
Engineering & Permitting Services	\$20,000					
<b>Total Budget Cost</b>	<b>\$1,085,724</b>	<b>\$764,324</b>	<b>\$883,700</b>	<b>\$883,400</b>	<b>\$1,180,952</b>	<b>\$887,600</b>
Design & Permitting Timeframe	6 to 9 months					
Construction Period	9 to 12 months					

## DECENTRALIZED SEWAGE COLLECTION SYSTEM CONFIGURATION ANALYSIS

In addition to the review of I/A system alternatives for the site, the Town's RFP also requested that the Team review a larger, decentralized treatment system option to serve the area beyond the planned housing development. Under this scenario, a treatment system permitted under 314 CMR 5.00, the Groundwater Discharge Permit Program, would be provided to serve the development at 95 Lawrence Road and a combination of either:

1. The nearby Town-owned parcels consisting of the Town of Wellfleet Police Headquarters, Town of Wellfleet Fire Department Headquarters and the Wellfleet Elementary School (i.e., Scenario #1) or;
2. The nearby Town-owned parcels plus the surrounding/adjacent residential parcels to the project site (i.e., Scenario #2).

The fact that the 95 Lawrence Road development in combination with either scenario would result in a calculated theoretical design flow greater than 10,000 gallons necessitates permitting of the system under the Groundwater Discharge Permit Program versus Title 5.

Under Scenario #1 above, the extents of the sewage collection system would service the Town of Wellfleet Fire Department Headquarters, the Town of Wellfleet Police Department Headquarters, and the Town of Wellfleet Elementary School. We anticipate that a centralized sewage pump station could be located at the Police Department site to facilitate gravity sewage collection from the Fire Department and Elementary School parcels. The opinion of probable cost to construct the above-described collection system is in the range of \$775,000 to \$900,000 and is shown conceptually as Figure 15 in the full report.

For Scenario #2, using the Town of Wellfleet Assessor data in concert with MassGIS data, we reviewed the topography and number of abutters to area adjacent to 95 Lawrence Road site to determine the area that could be reasonably served by a decentralized treatment system located on the 95 Lawrence Road parcel. Based on this analysis, described in detail in the full report, the focus of the service area for Scenario #2 was limited to Gross Hill Road, Lawrence Road, Long Pond Road, Nimitz Way, Old Long Pond Road, Old Kings Highway, Pine Valley Road, and Whereaway Lane. A summary of the residential and Town-owned parcels included under Scenario #2 is located in Appendix B and is shown conceptually on Figure 16 of the full report. The opinion of probable cost to construct the above-described collection system is in the range of \$2,100,000 to \$2,400,000.

Using the extents of the sewer area for Scenarios #1 and #2, we then compiled the information regarding the size of the Town-owned facilities (Scenario #1) as well as the corresponding number of bedrooms for each identified residential connection (Scenario #2). Using this information, we then calculated the theoretical maximum day sewage generation for Scenarios #1 and #2 using System Sewage Flow Design Criteria established by 310 CMR 15.203, Title 5. The summary of the maximum day sewage generation for each scenario are listed in the Tables below. The estimated costs associated with the construction of each system type at each scenario for flow is provided, along with schematic layouts, in greater detail in Section 4.4 of the full report.

*Maximum Day Sewage Generation – Scenario #1  
95 Lawrence Road  
Wellfleet, Massachusetts*

<b>Use/Location</b>	<b>Units</b>	<b>Design Flow Criteria</b>	<b>Design Flow (Gallons)</b>
95 Lawrence Road Development	90 bedrooms	110 gallons/bedroom	9,900
Police Station	11,067 sf	75 gallons/1,000 sf	830
Fire Station	14,898 sf	75 gallons/1,000 sf	1,117
Wellfleet Elementary School	363 people	20 gallons/person	7,260
		<b>Total</b>	<b>19,107</b>

*Maximum Day Sewage Generation – Scenario #2  
95 Lawrence Road  
Wellfleet, Massachusetts*

<b>Use/Location</b>	<b>Units</b>	<b>Design Flow Criteria</b>	<b>Design Flow (Gallons)</b>
95 Lawrence Road Development	90 bedrooms	110 gallons/bedroom	9,900
Police Station	11,067 sf	75 gallons/1,000 sf	830
Fire Station	14,898 sf	75 gallons/1,000 sf	1,117
Wellfleet Elementary School	363 people	20 gallons/person	7,260
Residential Abutters	109 bedrooms	110 gallons/bedroom	11,990
		<b>Total</b>	<b>31,097</b>

**DECENTRALIZED TREATMENT SYSTEMS ANALYSIS; RESULTS AND DISCUSSION**

Treatment systems approved under the Massachusetts Ground Water Discharge Permit Program utilize a combination of treatment units generally consisting of primary settling/screening followed by aerobic treatment, secondary settling and tertiary filtration. Additional units are often appended to the treatment process to accomplish nitrogen removal in environmentally sensitive areas.

Consistent with the procedure to evaluate the Innovative/Alternative treatment system, a Groundwater Discharge Permit RFP was forwarded to five vendors to obtain proposals for a system capable of servicing the uses listed in Scenarios #1 and #2, which are based on 25,000 gallon and 35,000 gallon system options.

In order to be consistent with the evaluation scope, the Team also developed and compared overall treatment system package costs to determine anticipated total capital cost associated with each system. Using the proposals that were furnished by each vendor, we compiled the information into four categories that, in general, would influence the overall cost of each system. These categories include; the proposed equipment package cost, the volume/number of tanks required for each

system, required building size (if needed), and an estimate of installation/labor costs required to install each package, which takes into consideration the complexity of system installation and the amount of process piping/equipment labor. To assist with determining the cost associated with the complexity of system installation and process piping, the Team again consulted with a contractor that is familiar and experienced with Groundwater Discharge Permit treatment systems and has completed multiple system installations on Cape Cod.

In this Section, we reviewed two options, for siting a larger, decentralized treatment system to serve the proposed 95 Lawrence Road development and nearby parcels of land. As presented, the two options included a system to accommodate only the adjacent Town-owned properties and one that would accommodate that, plus flow from the surrounding residential lots to the 95 Lawrence Road site. The first scenario resulted in a maximum day sewage generation of 19,107 gallons, with the second scenario, which included select residential abutters, increased the maximum day sewage generation of 31,097 gallons. Using these two sewage volumes, the Team evaluated four types of treatment technologies; membrane bioreactors, the Amphidrome system, sequencing batch reactors, and the Nitrex system.

Based on our review of the proposals and consultation with the contractor, the Amphidrome treatment system resulted in the lowest overall capital cost. Overall, the treatment system costs for the 25,000 gallon option ranged from \$840,000 to \$1,393,000 and the 35,000 gallon option ranged from \$1,043,000 to \$1,583,000. In addition, we also compiled and assessed the estimated operations and maintenance costs associated with the operating these systems. These costs ranged from \$70,000 to \$105,000 per year for the 25,000 gallon system and \$82,000 to \$115,000 for the 35,000 gallon system. Based on our experience, these costs appear consistent with similar size treatment systems of equal complexity.

As shown in the schematic layouts included in Section 4 of the full report, the configuration of each system can vary substantially along with the footprint required for each system. For the purpose of this evaluation, we selected the area associated with the southwest portion of the site as the area to site each treatment system.

Consistent with 95 Lawrence Road development effluent disposal system evaluation, we reviewed the same effluent disposal system configurations, which consisted of stone leaching trenches, leaching chamber trenches, and a drip dispersal system. Based on the analysis completed and described in the full report, it appears that the lowest capital cost system would be the leaching chamber system for both the 25,000 gallon and 35,000 gallon scenarios, which, when using the high end of the cost ranges would be \$215,000 and \$248,000, respectively.

Based on the information and cost data presented in detail in Section 4 of the full report, we have prepared the following Tables to compile, summarize and present a comprehensive budget and timeframe associated with the two decentralized scenarios for the proposed 95 Lawrence Road project. These Tables present the cost impacts from increasing nitrogen removal from the watershed by incorporating additional parcels into the proposed project and will allow the Town to compare that to the costs associated with a nitrogen removal system for just the 95 Lawrence Road housing project.

*Large Decentralized Treatment System  
Opinion of Planning Budget and Timeframes  
25,000 Gallon Option  
95 Lawrence Road  
Wellfleet, Massachusetts*

<b>Vendor/Technology</b>	<b>Amphidrome</b>	<b>Membrane Bioreactor – Skid</b>	<b>Membrane Bioreactor – Assembled</b>	<b>Nitrex System</b>	<b>Sequencing Batch Reactor</b>
Sewage Collection System	\$900,000	\$900,000	\$900,000	\$900,000	\$900,000
Treatment Facility	\$840,175	\$1,392,179	\$914,650	\$1,178,195	\$979,950
Effluent Disposal System	\$215,000	\$215,000	\$215,000	\$215,000	\$215,000
<b>Sub-Total</b>	<b>\$1,955,175</b>	<b>\$2,507,179</b>	<b>\$2,029,650</b>	<b>\$2,293,195</b>	<b>\$2,094,950</b>
Contingency – 20%	\$391,035	\$501,435	\$405,930	\$486,639	\$418,990
Survey, Engineering & Permitting Services	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
<b>Total Budget Cost</b>	<b>\$2,546,210</b>	<b>\$3,208,614</b>	<b>\$2,435,300</b>	<b>\$2,979,834</b>	<b>\$2,713,940</b>
Design & Permitting Timeframe	18 to 24 months				
Construction Period	15 to 20 months				

*Large Decentralized Treatment System  
 Opinion of Planning Budget and Timeframes  
 35,000 Gallon Option  
 95 Lawrence Road  
 Wellfleet, Massachusetts*

<b>Vendor/Technology</b>	<b>Amphidrome</b>	<b>Membrane Bioreactor – Skid</b>	<b>Membrane Bioreactor – Assembled</b>	<b>Nitrex System</b>	<b>Sequencing Batch Reactor</b>
Sewage Collection System	\$2,400,000	\$2,400,000	\$2,400,000	\$2,400,000	\$2,400,000
Treatment Facility	\$1,042,250	\$1,583,812	\$1,145,488	\$1,401,615	\$1,067,800
Effluent Disposal System	\$248,000	\$248,000	\$248,000	\$248,000	\$248,000
<b>Sub-Total</b>	<b>\$3,690,250</b>	<b>\$4,231,812</b>	<b>\$3,793,488</b>	<b>\$4,049,615</b>	<b>\$3,715,800</b>
Contingency – 20%	\$738,050	\$846,362	\$758,697	\$809,921	\$743,160
Survey, Engineering & Permitting Services	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000
<b>Total Budget Cost</b>	<b>\$4,704,300</b>	<b>\$5,353,174</b>	<b>\$4,827,185</b>	<b>\$5,134,536</b>	<b>\$4,733,960</b>
Design & Permitting Timeframe	18 to 24 months				
Construction Period	18 to 24 months				

Lastly, in addition to assessing the capital costs associated with furnishing and installing these systems, as part of our analysis, we compiled and compared the anticipated operational costs associated with the ongoing operation and maintenance of the systems.

The following two Tables summarize the costs for operations and maintenance of each system at the two flow scenarios, as provided by the vendors and includes estimated costs associated with electricity, chemicals, sludge pumping, and requirements for operation and oversight. Section 4.4 of the full report provides additional detail into the assumptions made and information used to generate these estimates.



Groundwater Discharge Permit  
Opinion of Annual Operation Cost Summary  
25,000 Gallon System  
95 Lawrence Road  
Wellfleet, Massachusetts

Vendor/Technology	Amphidrome	Membrane Bioreactor – Skid	Membrane Bioreactor – Assembled	Nitrex System	Sequencing Batch Reactor
Electricity (kWh/day)	59	301	187	47	230
Sludge Pumping (gallons)	36,100	144,305	61,340	27,333	69,000
<b>Chemicals</b>					
Alkalinity/pH Adjustment (lbs./day)	43.8	-	-	-	-
Supplemental Carbon (gallons/day)	0.95	-	-	-	-
<b>Estimated Costs</b>					
Electricity Cost	\$3,200	\$16,380	\$10,176	\$2,558	\$12,517
Chemical Cost	\$4,372	\$4,028	\$3,928	\$4,223	\$4,000
Sludge Pumping	\$6,498	\$25,975	\$11,041	\$4,920	\$12,420
Vendor's Estimated Operation Cost	\$14,070	\$46,383	\$25,145	\$11,701	\$28,937
Contract Operations Oversight			\$40,000		
Laboratory Testing			\$7,000		
MassDEP Annual Compliance Fee			\$1,080		
Routine Maintenance			\$10,000		
<b>Estimated Overall Annual Cost</b>	<b>\$72,150</b>	<b>\$104,463</b>	<b>\$83,225</b>	<b>\$69,781</b>	<b>\$87,017</b>

Groundwater Discharge Permit  
Opinion of Annual Operation Cost Summary  
35,000 Gallon System  
95 Lawrence Road  
Wellfleet, Massachusetts

Vendor/Technology	Amphidrome	Membrane Bioreactor – Skid	Membrane Bioreactor – Assembled	Nitrex System	Sequencing Batch Reactor
Electricity (kWh/day)	89	340	226	105	317
Sludge Pumping (gallons)	70,500	161,934	128,230	30,667	97,000
<b>Chemicals</b>					
Alkalinity/pH Adjustment (lbs./day)	65.7	-	-	-	-
Supplemental Carbon (gallons/day)	1.1	-	-	-	-
<b>Estimated Costs</b>					
Electricity Cost	\$4,844	\$18,503	\$12,299	\$5,714	\$17,252
Chemical Cost	\$5,610	\$8,264	\$4,892	\$5,913	\$6,000
Sludge Pumping	\$12,690	\$29,148	\$23,081	\$5,520	\$17,460
Vendor's Estimated Operation Cost	\$23,144	\$57,464	\$40,272	\$24,247	\$40,712
Contract Operations Oversight			\$40,000		
Laboratory Testing			\$7,000		
MassDEP Annual Compliance Fee			\$1,080		
Routine Maintenance			\$10,000		
<b>Estimated Overall Annual Cost</b>	<b>\$81,224</b>	<b>\$115,544</b>	<b>\$98,352</b>	<b>\$82,327</b>	<b>\$98,792</b>



## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020

IV

### BOARD/COMMITTEE APPOINTMENTS AND UPDATES – B

<b>REQUESTED BY:</b>	<b>Tax Collector</b>
<b>DESIRED ACTION:</b>	<b>Approval of Fall Tax Bill Inserts</b>
<b>PROPOSED MOTION:</b>	<b>I move to approve the Fall Tax Bill Insert for the Recycling Committee.</b>  <b>I move to approve the Fall Tax Bill Insert for the Taxation Aid Committee.</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____

# WELLFLEET RECYCLING COMMITTEE

Drink Cape Cod Tap



The world's best water is right at your fingertips.  
Go ahead. Turn it on.

Take care.

If it's your dog,  
then it's your doody.



takecarecapecod.org

Take care.

There's a better hiding  
spot for your garbage.  
The trashcan.




Take care.

**MEETINGS: FIRST TUESDAY EACH MONTH AT 11:00, WELLFLEET-MA.GOV**  
** FOLLOW US @WELLFLEETRECYCLES FOR NEWS AND RECYCLING TIPS**

**AND PLEASE REMEMBER TO DISCARD USED FACE MASKS AND GLOVES IN THE TRASH!**

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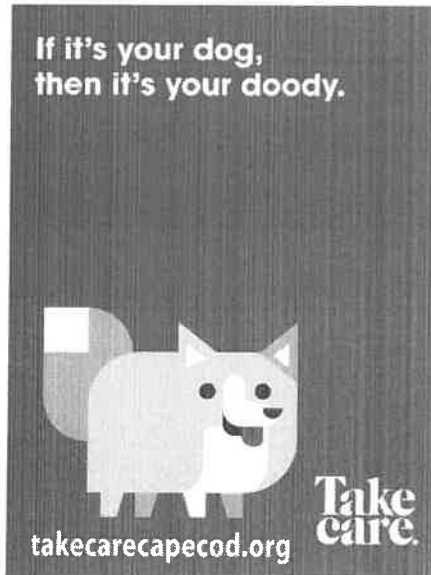


Take care.

**MEETINGS: FIRST TUESDAY EACH MONTH AT 11:00, WELLFLEET-MA.GOV**  
** FOLLOW US @WELLFLEETRECYCLES FOR NEWS AND RECYCLING TIPS**

**AND PLEASE REMEMBER TO DISCARD USED FACE MASKS AND GLOVES IN THE TRASH!**

# WELLFLEET RECYCLING COMMITTEE



**MEETINGS: FIRST TUESDAY EACH MONTH AT 11:00, WELLFLEET-MA.GOV**  
**@ FOLLOW US @WELLFLEETRECYCLES FOR NEWS AND RECYCLING TIPS**

**AND PLEASE REMEMBER TO DISCARD USED FACE MASKS AND GLOVES IN THE TRASH!**

# WELLFLEET RECYCLING COMMITTEE



**MEETINGS: FIRST TUESDAY EACH MONTH AT 11:00, WELLFLEET-MA.GOV**  
**@ FOLLOW US @WELLFLEETRECYCLES FOR NEWS AND RECYCLING TIPS**

**AND PLEASE REMEMBER TO DISCARD USED FACE MASKS AND GLOVES IN THE TRASH!**

**TAXATION AID FUND ASSISTS HOMEOWNERS WITH PROPERTY TAXES**

- \* For Wellfleet Homeowners age 55+ or disabled at any age, AND
  - \* Low income below \$40,000 for single resident, or below \$55,000 for household
- Application is available from Town Treasurer, or download at [www.wellfleet-ma.gov](http://www.wellfleet-ma.gov)  
Assistance filling out form is available through Council on Aging at 508-349-2800.

*(Note – All information submitted is highly confidential)*

**TAXATION AID COMMITTEE IS ASKING FOR DONATIONS TO FUND**

All money for the Taxation Aid Fund is through **voluntary donations** dedicated directly to the Fund, (not out of Town budget). The Fund is running low!! Please, can you help?

Make check payable to: "Wellfleet Taxation Aid Fund"

Mail with this insert to: T.A.F., Town Hall, 300 Main Street, Wellfleet MA 02667. Thank you!

Name \_\_\_\_\_ Addr \_\_\_\_\_ Amt \$ \_\_\_\_\_



## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020

# IV

### BOARD/COMMITTEE APPOINTMENTS AND UPDATES – C

<b>REQUESTED BY:</b>	Principal Clerk
<b>DESIRED ACTION:</b>	Appoint 3 member to the Rights of Public Access Committee
<b>PROPOSED MOTION:</b>	<p>I move to appoint _____ to the Rights of Public Access Committee, for a term ending June 30, 2021.</p> <p>I move to appoint _____ to the Rights of Public Access Committee, for a term ending June 30, 2021.</p> <p>I move to appoint _____ to the Rights of Public Access Committee, for a term ending June 30, 2021.</p> <ul style="list-style-type: none"><li>• Mike Kubiak</li><li>• Barbara Brennessel</li><li>• Stephen Ducati</li><li>• Melissa Yow</li><li>• Sonja Woodman</li><li>• Thomas Siggia</li><li>• Nicholas Baron</li></ul>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



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

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

FILL OUT THE FORM BELOW and mail it to:  
Wellfleet Selectmen's Office, Town Hall, 300 Main Street, Wellfleet, MA 02667

Name Mike Kubiak Date 8-11-20

Mailing Address Wellfleet MA 02667

Phone (Home) \_\_\_\_\_ (cell) 508-340-9603

E-mail GardensbyMeshell@GMAIL.COM

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

BSA Projects youth; Brazil volunteer Abroad  
College, Town Service 20's, good Steward 30's.  
Parliamentarian Westfield State; various Committees'

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

Outdoor labor professional with tools  
trucks, machines, labor if needed. Would love  
to see a vast improvement in our beloved  
town ways & means.

Committees/Boards of Interest: 1) 'Newly formed' Curly Proposal  
2) Finance Committee  
3) \_\_\_\_\_



To: Ryan Curly Chair Wellfleet BOS  
CC: Wellfleet BOS  
From: Mike Kubiak 110 Avery Ave Wellfleet 508-340-9603  
RE: Chair of "TBD Committee" Newly proposed by you.

Dear Sir,

Please accept my letter of interest in Chairing the newly formed freedom trail committee. I would like to volunteer myself and my equipment, at no-charge to the town (privately insured) for the benefit of the town via this committee. I would like to meet every Third Thursday afternoon at 4PM at a different location that needs betterment with committee members and any volunteers. To improve the land and also discuss the future work of the committee.

I would enjoy the opportunity to call to order the first committee meeting August 20<sup>th</sup> at Spectacle pond, for the betterment of the restricted water flow and access at the landing due to a felled tree. After and with the committee consultation we can proceed to another location.

Namaste,

Mike Kubiak

A handwritten signature in black ink, appearing to read "Mike Kubiak". The signature is fluid and cursive, with a long horizontal stroke extending to the right.



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

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FILL OUT THE FORM BELOW and mail it to:

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

Name Barbara Brennessel Date Aug 23, 2020

Mailing Address \_\_\_\_\_

Wellfleet MA 02667

Phone (Home) 508 349 2347 (cell) 508 479 6553

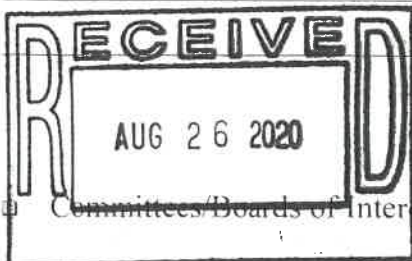
E-mail bbrennessa@wheatonma.edu

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

Board Member: Friends of Herring River  
Volunteer: Wellfleet Bay Wildlife Sanctuary

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

Former Member (~12 years) Shellfish  
Advisory Board



Committees/Boards of Interest: 1) Rights of Public Access (1 year)  
2) \_\_\_\_\_  
3) \_\_\_\_\_



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

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

FILL OUT THE FORM BELOW and mail it to:  
Wellfleet Selectmen's Office, Town Hall, 300 Main Street, Wellfleet, MA 02667

Name STEPHEN SETTE DUCAT Date 29 AUG 20

Mailing Address Wellfleet, MA 02667

Phone (Home) \_\_\_\_\_ (cell) 781 960 3091

E-mail ssdphoto@gmail.com

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

background in design, building & demolition.  
Award winning photographer. Drone pilot/UAV  
Building & Historic Preservation Knowledge.

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

Certified UAV License, CSAA40, Experience in  
Planning, Architecture, Bachelor Programme  
Wentworth Institute of Tech in Web Design.  
Multiple award winning images in design & Engineering.  
Video Shooting & Editing Proficient.

Committees/Boards of Interest: 1) Rights of Public Access Comm H  
2) Conservation Commission  
3) Planning Board



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

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

FILL OUT THE FORM BELOW and mail it to:

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

Name Melissa Yow Date 8/30/20

Mailing Address \_\_\_\_\_

Wellfleet, MA 02667

Phone (Home) \_\_\_\_\_ (cell) 860-751-8776

E-mail myow36@gmail.com

Please describe briefly any work experience, including volunteer service, that you feel would be useful to the Town: 5 years shellfishing experience, including almost 2 years of wild harvesting in Wellfleet, 1 1/2 years of shellfish dragging in Wellfleet harbor, and this year is my first year starting my own oyster farm off Indian Neck.

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

2 years of experience in business.  
Very good with computer, several years of experience writing research.

Committees/Boards of Interest: 1) Rights of Public Access Committee  
2) \_\_\_\_\_  
3) \_\_\_\_\_



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

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

FILL OUT THE FORM BELOW and mail it to:

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

Name Sonya Woodman Date 8/29/20

Mailing Address \_\_\_\_\_

Wellfleet MA 02667

Phone (Home) 508 292 0434 (cell) 508 292 0434

E-mail SS Woodman 99 @ comcast.net

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

3 years work experience on shellfish farms  
1.5 years commercial shellfishing independently

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

Commercial Shellfishing licence  
Bachelor degree - UMass Dartmouth.

Committees/Boards of Interest: 1) Rights of Public Access Committee  
2) \_\_\_\_\_  
3) \_\_\_\_\_



# Wellfleet Shellfish Department



300 Main Street, Wellfleet, Massachusetts 02667

## MEMORANDUM

DATE: September 2, 2020  
TO: Town of Wellfleet Selectboard Members  
RE: Recommendation for Melissa Yow and Sonya Woodman to Rights of Public Access Committee

---

Dear Selectboard Members:

The establishment of the new Rights to Public Access Committee was a welcome one for the Shellfish Department. Issues with access to shellfishing areas come up frequently, and the department has been liaising with private property owners to clear up access questions, broker access agreements and generally moderate difficulties. Deputy Constables Chris Manulla and Drew Ryan have been dedicating time and resources to document landings that are used by the shellfishing community. This is a serious issue, not only for shellfishermen, but for the public at large. We understand that this committee will address many types of public access, however, I feel that since shellfishing is the number one year-round industry for the town – and number one in the state for value of our landings – we need to have strong voices from the up-and-coming generation of shellfishermen represented on this committee.

I actively recruited both Sonya Woodman and Melissa Yow to serve on this committee. They have both been working in the industry for a number of years, both on grants and in the wild. Sonya is also a mushroom forager, so her experience will extend beyond shellfishing into upland areas. Melissa wrote the most detailed aquaculture grant five-year plan I have ever read, so I know she has many thoughtful analytic skills to bring to the table. Both of these women have never received as much as a verbal warning from the department and are upstanding shellfishermen who have had no issues at all with the town, the state or the Shellfish Department.

I feel they will offer much significant insight to this group on all fronts, and yet being from the shellfishing community, their participation will add valuable input to the discussions. I would ask that you appoint both of them to this important committee.

Sincerely,

A handwritten signature in cursive script, appearing to read "Nancy Civetta".

Nancy Civetta  
Shellfish Constable

[wellfleet-ma.gov/shellfish-department](http://wellfleet-ma.gov/shellfish-department)

Phone (508) 349-0325



Fax (508) 349-0305



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

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

FILL OUT THE FORM BELOW and mail it to:

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

Name THOMAS SIGGIA Date 8/26/2020

Mailing Address \_\_\_\_\_

Wellfleet MA 02667

Phone (Home) \_\_\_\_\_ (cell) 518-935-3093

E-mail TSSIGGIA@GMAIL.COM

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

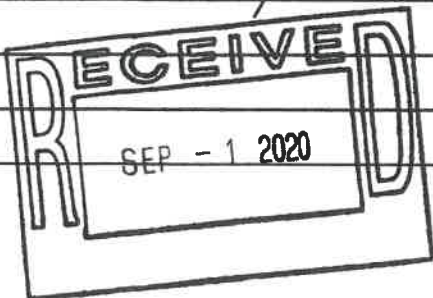
IBM - VP of OPERATIONS Hardware division

Volunteer - SAB, Historic Committee, CDC

Air theft stop, SPAT, 246 kitch

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

Siena College - BS in Marketing



Committees/Boards of Interest: 1) Rights of Public Access Committee  
2) \_\_\_\_\_  
3) \_\_\_\_\_



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

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

FILL OUT THE FORM BELOW and mail it to:

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

Name NICOLAS P BARON Date 8/31/2020

Mailing Address Wellfleet MA 02667

Phone (Home) 774-368-0020 (cell) 774-368-0020

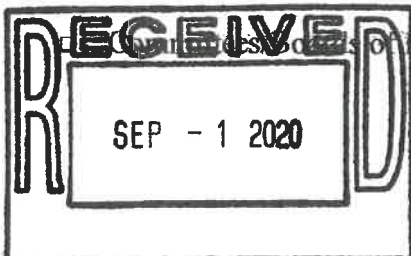
E-mail nickbaron700@gmail.com

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

None

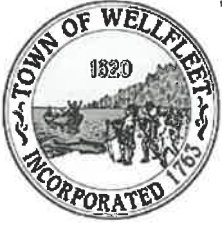
Please add any other information that you think may be useful, including education or other formal training, specialized courses, professional licenses or certifications, etc.:

Lifelong wellfleet resident



Committees of Interest: 1) Rights of Public Access Committee  
2) \_\_\_\_\_  
3) \_\_\_\_\_





## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020

# IV

### BOARD/COMMITTEE APPOINTMENTS AND UPDATES – D

<b>REQUESTED BY:</b>	<b>Principal Clerk</b>
<b>DESIRED ACTION:</b>	<b>Appointment of Olga Kahn as a regular member of the Planning Board</b>
<b>PROPOSED MOTION:</b>	<b>I move to appoint Olga Kahn, currently an alternate, as a regular member of the Planning Board with a term ending June 30, 2023.</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



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

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

FILL OUT THE FORM BELOW and mail it to:

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

Name Olga Kahn Date 8-28-20

Mailing Address 300 Main Street  
Wellfleet, MA 02667

Phone (Home) \_\_\_\_\_ (cell) 781 454-9686

E-mail olgakahn@gmail.com

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

I have previously been a member of the Wellfleet Housing Authority, the Historical Commission, and the Planning Board.

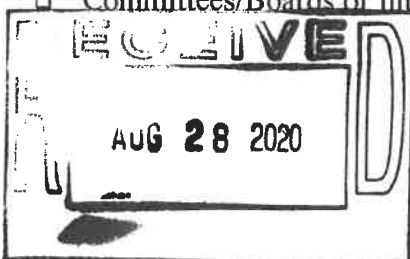
Please add any other information that you think may be useful, including education or other formal training, specialized courses, professional licenses or certifications, etc.:

I have held Massachusetts architectural and construction supervisor licenses. (Now retired.)

Committees/Boards of Interest: 1) \_\_\_\_\_

Planning Board - full member  
(not alternate)

2) \_\_\_\_\_  
3) \_\_\_\_\_





## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020

# IV

### **BOARD/COMMITTEE APPOINTMENTS AND UPDATES – E**

#### **1) Planning Board Comments and Involvement in the Proposed Route 6/Main Street and Cape Cod Rail Trail Projects**

<b>REQUESTED BY:</b>	<b>Selectboard member Curley</b>
<b>DESIRED ACTION:</b>	<b>Discussion of Planning Board Meeting Schedule</b>
<b>PROPOSED MOTION:</b>	<b>N/A – Discussion</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____

**September 3, 2020**

**To:** Wellfleet Selectboard

**From:** Rebekah Eldridge, Committee Secretary to the Planning Board

Dear Selectboard Members,

I am writing this memo to provide information about the projects that the Wellfleet Planning Board has been working on, as well as their minutes from each meeting since January 22, 2020 until now:

- The Planning Board has been working with an owner of a property on Wilson's Way to see if he needs a new subdivision plan or and Approval Not Required Plan (ANR) for his property where he is hoping to put a smaller house on. They met with him on January 22<sup>nd</sup> and gave him a complete list of steps he needs to take before he can move further with his project and before coming back to the Board. He has not requested to be on a meeting to date.
- The Board has also been working with the Wellfleet Housing Authority discussing affordable housing in Wellfleet.
- Habitat for Humanity submitted their final paperwork (the as-built plans) in January and the homes are currently occupied.
- Through February and March, the Board worked with Cape Cod Cannabis for their shop opening in the South Wellfleet General Store. At their last meeting on March 4, 2020, the Board approved all parking issues that were a concern and there was no more business regarding the Planning Board.
- The Board has also been working on Sam Hollow Rd in Wellfleet which is right off of Old King's Highway. This has been an ongoing project for many years. The subdivision is now in its final stages and the Board will need to meet when the lots are sold so the covenants can be released. There has only been one lot sold and a house is currently being built. The owner and his lawyer have not been in contact to have a meeting to release any covenants. We are expecting within the next couple months to hold a Zoom meeting to release one or more covenants.
- There has been one ANR application, received on June 29, 2020 for the Chequessett Yacht and Country Club. Chair Gerry Parent made an appointment with me to come into the office and sign the mylar before the twenty-one-day waiting period had ended. ANR's only require the Chair's signature, if it were a subdivision plan it would require a meeting and all the Board member signatures.
- On August 20, 2020, there was a question about 20 Briar Lane, regarding the demolition of the main house on the property. Upon further investigation, the application was withdrawn, and the Board is currently waiting for a new one to be filed.

# DRAFT

**Wellfleet Planning Board  
Wednesday January 22, 2020 7PM  
715 Old King's Highway, Duck Pond Room  
Meeting Minutes**

**Members Present:** Gerald Parent, Chair; Andy Freeman, David Rowell, Alfred Pickard, David Mead-Fox, Bonnie Shepard

**Members Absent:** Beth Singer

**Others Present:** Mike Trovato, Assistant Town Administrator; Eric Larson, Sharon Rule-Agger, Stephanie Cox, Gary Sorkin, chair local housing partnership

**Announcements, Open Session & Public Comment:** Note: Public comments must be brief. The board will not deliberate or vote on any matter raised solely during announcements & public comment.

Chair Parent called the meeting to order at 7:00pm

## **Eric Larson ~ Wilton's Way Wellfleet, Ma – No Motions or Votes were taken**

- Eric Larson came before the Board with questions about his property on Wilton's Way. He explained that he wants to merge two plots of land to make the lot buildable. Chair Parent gave some background information on the property. He stated that this was an approved subdivision years ago. The map shows the access from route 6 into the subdivision which Larson owns lot 25.1. He stated the Route 6 access turns on to Freejom Road which is a dirt road and parallels lot 24.1 and goes along lot 24.1 and then before the back-lot line takes a northerly turn and a right-hand turn to the cul-de-sac. He indicated that there is no 40- or 5-foot access to Freejom Road. Freeman asked if there was a recorded written easement that permits access from Route 6 across parcel 29. Larson stated that he looked through deeds and didn't see one. Chair Parent stated there were no easements of record. Freeman asked about access by the fire department. Larson stated that he spoke with the fire department and they indicated that they need 14 by 14 to gain access which does not exist at this time, but he will remove brush to make 14 feet for access. Pickard stated he is concerned that there is a road that goes over someone else's property which is used on a regular basis. He believes Larson has a right to that property but is concerned about lot 28. Pickard asked if there was a way you could get a triangle out of lot 24. Chair Parent stated as far as Larson's rights the two lots that he has he can build on as a legal lot.

## **Housing Authority ~ No Motions or Votes were taken**

- Sharon Rule-Agger appeared before the Board in response to its request for more information about the ADU bylaws. She stated the goal of the housing authority was to advocate for Bylaw change in Wellfleet making it easier for property owners to create small market rate year-round rental housing.
- She went on to say they are submitting a proposed ADU bylaw that was drafted by Stephanie Cox that is modeled on the existing ADU bylaw and the Cape Cod Commissions Model Bylaw and she explained it also draws from updated bylaws from

# DRAFT

surrounding towns. She explained that they would like to see one ADU per eligible property to be allowed by right that would be rented at market rate on a year-round basis. Rule-Agger stated that the current bylaw allows up to three AADU's on an eligible property by special permit. She explained the proposed changes would allow one AADU or ADU by right and two AADU's by special permit if the property is eligible.

- Pickard asked what was considered market rate for one, two, or three-bedrooms. Cox stated it would be whatever the market would bare. Freeman asked why not have two separate bylaws, one for AADU and another for ADU. Rule Agger read a story from a shell fishing family and how hard it is to live in Wellfleet with a young family and a growing business. She explained the current AADU bylaw is no longer working for the town.
- The Board noted that there are 15 in town, but only 6 that have filed paperwork with the town. This doesn't mean they are not being rented either as an ADU or AADU but that they aren't documented with the town. Mead-Fox asked if there was any way to quantify the demand from two different types of renters. Mead-Fox asked if there was more data not just on the cape. He asked what the demand for each income status was.
- Cox told the board that she met with the Cape Cod Commission in the previous week talking about the ADU's and AADU's. She explained most homeowners get overwhelmed pulling permits and going in front of different boards to apply for an ADU which can dissuade them from creating an ADU and that if the process can be made simpler, she feels that more homeowners create them.
- Freeman stated he is concerned that homeowners will opt to create ADU's and not AADUs since they can charge market rent for ADUs. Cox stated there is a tax credit in place for only AADU's.
- Pickard expressed he has renters that are unable to afford what they are paying now, and he doesn't receive that much of a tax break. Cox stated that homeowners right now are not creating units, but with the new bylaw, there is incentive for them to do so. Rowell discussed maybe making an incentive for homeowners to create AADU's a tax exemption was discussed.
- Chair Parent stated what needs to happen now is revisit the AADU with some of the input that has been brought to them to see if it needs to be tweaked from 30% tax deduction to a 50% tax deduction. With the housing authority's input, they can figure this out.
- Sorkin stated they could come back to the Board with some changes to the AADU's and maybe get this by-law to town meeting this year. Chair Parent stated he didn't want to rush into this and doesn't think it will make it for town meeting. He doesn't recommend they put this to town meeting. He doesn't feel there is enough time.
- Cox stated they want to work with the Planning Board and not submit their own bylaw independently.
- Chair Parent asked where the Board would like to go from here. Rowell would like to continue the discussion on AADU. Shepard stated she thinks there needs to be more concentrated time on the AADU's. She would like to work with the housing authority further. Mead-Fox agreed with other Board members but stated he didn't want to separate

# DRAFT

the ADU's and AADU's he feels they do affect each other. Pickard would like to continue with AADU discussion Pickard stated he would like support information how can the tax program be unscrambled as he feels it isn't working currently. Chair Parent suggested Trovato call town counsel regarding state regulations. Trovato stated that the special act of 2010 senate and house representatives was adopted by the voters of Wellfleet in 2011

- Sorkin asked what the Board was looking for as far as an ADU bylaw. Chair Parent asked Sorkin to coordinate with Trovato to put some language together.
- Rowell presented a map that he blew up and highlighted all the condominiums or cottage colonies in the town of Wellfleet. He stated it made it easier to understand what Pickard had stated about having it be an overlay district. He stated he wished he had the technology to know the water distribution throughout the map. Pickard stated there is a budget of \$50,000 in an escrow account for title searches, deeds, bounds and other researches for National Seashore. Chair Parent said this could be a cottage colony by-law change.

## **Cape Cod Commission ~ No Motions or Votes were taken**

- Chair Parent discussed the letter from the Commission. Mead-Fox stated that by January 28<sup>th</sup> the Board needs to send a recommendation to the Commission and didn't think there was enough time to get together a response.

## **Habitat for Humanity ~ No Motions or Votes were taken**

- Chair Parent stated that a special permit was given, and the full-length road was waived. He stated that the as-built map plan was submitted. but that he didn't have the plan. Eldridge left the plan on her desk at town hall. Chair didn't want to do anything until they have the as built. This will be continued to the next meeting in February

## **Upcoming meeting schedule**

- Meetings to be held February 12<sup>th</sup> and 19<sup>th</sup> and the March meeting will be discussed at one of those meetings.

## **Correspondence**

- Chair Parent updated the Board that there has been no information from Cape Cod Cannabis regarding parking, which Chair Parent explained was needed in order to make a recommendation to the Zoning Board of Appeals. There was also a request to change the configuration of the curb cut to move the curb further down the parking lot.

## **Minutes ~ December 4, 2019**

- Continued for the next meeting

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## **Topics for future concern**

- Mead-Fox would like to discuss with the board about climate change. Climate ready building codes and climate ready bylaws.

Meeting Adjourned 10:00pm



# DRAFT

**Wellfleet Planning Board  
Wednesday February 12, 2020 7PM  
715 Old King's Highway, Duck Pond Room  
Meeting Minutes**

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**Members Present:** Gerald Parent, Chair; Andrew Freeman, David Rowell, David Mead-Fox, Alfred Pickard

**Members Absent:** Beth Singer, Bonnie Shepard

**Others Present:** Allan Kronfield, Operating Officer Cape Cod Cannabis; Simon Baker, Chief Executive Officer, Cape Cod Cannabis; Larysa Kavaleva, Chief Financial Officer, Cape Cod Cannabis; Daniel Lencionl, Operational Manager, Cape Cod Cannabis; Jill Shafer, Counsel for Cape Cod Cannabis; Matt Christianson, Architect; Helen Miranda Wilson, Selectboard member; Gary Sorkin, Sharon Rule-Agger, Stephanie Cox, Kate & June Nowack, abutters for a land to be taken by the town.

Chair called the meeting to order at 7:02 pm

**Announcements, Open Session & Public Comment:** Note: Public comments must be brief. The board will not deliberate or vote on any matter raised solely during announcements & public comment.

## **Cape Cod Cannabis ~ South Wellfleet General Store**

- Chair Parent stated this is a project of significant impact due to the parking. There is no permit needed as the Board is not the special permit granting authority. He explained that the Board has to analyze the parking and the traffic in and out of the property. A letter will be issued to the Zoning Board of Appeals regarding what the decision was.
- Chair then directed his attention to the applicants and expressed his concerns of square footage being used, adequacy of the parking, the access in and out of the property. He stated the Board doesn't need a full presentation, because this is a matter of parking and square footage. Chair Parent made the applicants aware that he is the previous owner of the South Wellfleet General Store.
- The applicants provide the Board with new updated maps. The applicant stated this shop will be open by appointment only so they will be able to manage the parking and that there will be a full-time security person at the front door. Kronfield stated that there will be people that will oversee the parking lot.
- The map handed to the board was color coded for the Board to better understand where the parking for Cape Cod Cannabis would be. Kronfeld explained that the bike shop has 4 spaces, the Beachcomber has 8 spots and Cape Cod Cannabis has four types of parking categories, one for employees, one for express parking for three-minute, ten minute, and thirty-minute parking. The total parking spaces for Cape Cod Cannabis is 34 spots. He went on to explain that each code was for the different parking on the map.
- Freeman asked what the square footage for just their business. Kronfeld stated it was 3,917 square feet. Freeman asked how they calculated it. Baker explained how they came to the numbers and some of that space will be used for offices.

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- Freeman stated that customers from the restaurant across the street had used some of the designated parking in the past and that this might cause a problem.
- Mead-Fox asked how they were planning to handle bicycle traffic. Baker stated they intend to maintain bike parking for any bike customers.
- Pickard asked when the three parking assistants would start. He wanted to know what they considered summertime. They explained that they considered summer to run from Memorial Day through Labor Day.
- Pickard asked if there was an apartment being used. The group stated that yes there was. Pickard asked about the parking for the apartment. Baker explained that there is an agreement with the landlord that the parking space for the apartment will not be used. Pickard stated that this should be documented in the file.
- Chair Parent asked the group if they understood some people use the parking area to park for the restaurant and also to walk to the beach. He stated if the parking isn't closed off while their facility is closed this will occur. Chair Parent feels that access to the parking needs to block early in the morning to avoid this circumstance.
- Pickard expressed his concern about the apartment, there needs to be two spaces which is stated in the permits. Shafer stated that it was in the lease, Pickard expressed to them they need to find another spot. Baker stated they would be more than happy to add one more space for the apartment.
- Chair Parent stated another concern about the shell that was in the lot. Baker stated they were going to replace the stone with crushed stone. Chair Parent asked if they would be a year-round business, Baker stated that was the group's intent. Chair Parent would like to have a wall of some type to be reshaped as a buffer with the trees.
- Chair Parent asked the group if they plan to receive the permit the following night at the Zoning Board of Appeals. Shafer stated she understands there is a need for an updated plan. Chair Parent stated he felt it was in the best interest of Cape Cod Cannabis to get the new updated plan so Zoning can see that they are working with the Planning Board.
- The Board will write a letter to the zoning board of appeals detailing what they are asking for regarding parking. Pickard asked the group if there were letters that went out to abutters.
- **Pickard moved to continue this to the next Planning Board meeting when they are to receive an updated full-size plan with more details regarding a gate system concerning the morning parking situation, extra parking space, stone and paving, upper level paving, widening the slope and structural support gaining five more feet. The premise of what they are looking for will be put into a letter for the Zoning Board of Appeals. Rowell seconded the motion, motion carried 5-0**
- Chair Parent asked to have this for them for the February 19<sup>th</sup> meeting.

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### Discussion on Affordable Housing

- Freeman began by asking Sorkin what they were planning to discuss this evening. Sorkin explained that they would like to look at the wording at the bylaws for AADU's (Affordable Accessory Dwelling Units). Pickard went on to explain how the current AADU's work and how much can be charged. He stated the document that they are currently discussing needs to be found and reviewed. Sorkin Stated they have it and will provide the Board with it at the next meeting. Pickard stated that the previous ATA (Assistant Town Administrator) Rex knew what the intent was for an AADU and sat down trying to write it and figure it out. It worked at the time. Pickard stated that this is not a HUD program.
- Freeman stated again his concern that there needs to be consistency in interpretation of the implementation of this bylaw. Sorkin stated there needs to be something written up so that doesn't happen. Chair Parent stated that a new guideline could be written. Miranda Wilson stated she wouldn't do that, she stated to make sure that the guideline doesn't misinterpret the bylaw.
- Sorkin stated that there has been an issue with year-round rental, he gave an example that his tenant moved out in March and it took him months to get a new tenant in the apartment. There were issues with that being year-round. Pickard went on to explain how that works. He said doing the paperwork is imperative. The board continued to discuss what a year-round rental is, and how can one determine what the one year is. They continued to discuss this and hopefully changing the wording then present it to town counsel and come back to the Planning Board to see whether the language needs to be changed. The board thanked them for coming and will return once something has been written up.

Commented [AFT]: What document?

### Climate Issues

- This is continued to the next meeting he will be first on the agenda

### Disposition of Town Owned Land

- Chair Parent took the meeting out of order to do this subject first. They discussed Kincaid first, Parcel #14 Map #30. The Nowack's are abutter's and stated their daughter and significant other would like to investigate buying that property. They were told by the town that there might be a way for them to buy it to build a single-family residence. Chair Parent expressed that there doesn't appear to be enough frontage for road access.
- Chair Parent stated that the cluster bylaw might permit two dwellings on the property putting a driveway on. He stated he believes with the bylaw that they would have to prove that they could lay out a 40-foot road. Freeman stated he was wondering if the town sold them lot 14 and the owners came in and subdivided, could they have frontage. Pickard stated they needed to create a cul-de-sac; he feels there is enough land to do this. Pickard went on to talk about the cost of the lot, he gave an example of the beach land that the town had. They continued to discuss this land and if it was buildable. The Nowack's pointed out to the board where their house was located on the lot.
- Freeman questioned the price of the sale. Chair Parent gave an example if the town sold the land for \$5000 what has the town gained, he feels there is no more liability and potentially a tax revenue. He stated he didn't feel it was a bad thing to sell the land.

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- **Rowell moved to have the town sell Map #30, Parcel #14, Chair Parent seconded, motion carried 3-2-1**
- Miranda Wilson explained the housing authority removed their petition for a parcel of land. She explained they thought about it and decided to not move forward with this property. Pickard expressed his disappointment in this decision.
- 201, 203 & 209 were discussed and then voted on
- **Freeman moved to have the town transfer custody of these properties to conservation committee, Mead-Fox seconded the motion; motion passed 5-0**

### Minutes

- January 22, 2020 ~ Continued to the next meeting due to Eldridge being out on sick leave.

### Topics for future concern

**Freeman moved to adjourn at 10:00pm, Rowell seconded, motion carried 5-0**

# DRAFT

**Wellfleet Planning Board  
Wednesday March 4, 2020 7PM  
715 Old King's Highway, Duck Pond Room  
Meeting Minutes**

**Members Present:** Gerald Parent, Chair; Andrew Freeman, Bonnie Shepard, David Rowell, David Mead-Fox, Olga Kahn

**Members Absent:** Alfred Pickard

**Others Present:** Alan Kronfield, Operating Officer Cape Cod Cannabis; Larysa Kavaleva, Chief Financial Officer Cape Cod Cannabis; Matt Christianson, Architect for Cape Cod Cannabis; Rebekah Eldridge, Committee Secretary

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

**Announcements, Open Session & Public Comment:** Note: Public comments must be brief. The board will not deliberate or vote on any matter raised solely during announcements & public comment.

Chair Parent welcomed the newly appointed alternate Olga Kahn

**Cape Cod Cannabis, South Wellfleet General Store, 1446 A State Highway, Wellfleet MA (Map #30, Parcel #5)**

- Kronfield and Christianson presented to the board the newly updated maps with parking and their solution to the parking gates and issues that the board presented to them at the last meeting.
- Kronfield explained to the board that they will have removable parking ballads to address the concerns. They continued discussion on parking, traffic issues, and business hours.
- **Freeman moved to send a letter to the Zoning Board of Appeals approving Cape Cod Cannabis' parking maps. Believing the plan meets all requirements set forth by the ZBA; Mead-Fox seconded, carried 5-0**

**Climate Ready Plan**

- Mead-Fox presented to the board some issues he would like the board to consider concerning climate issues that face the town of Wellfleet. He asked the board their thoughts and ideas on how to go about moving forward and some issues they find are important. The board continued to discuss all options regarding climate change and a plan for the town. The board came to the decision that this will be a continued discussion as they narrow down some important topics. The board would like to try and set up a joint meeting with the Board of Health and Conservation Commission to see what they recommend on where to start.
- **No motions or votes were taken**

# DRAFT

## **Discussion on Meeting Cancelations and Meeting Schedule Changes**

- Chair Parent explained to the board that it is at the chair's discretion to cancel meetings as he or she sees fit. The meetings will continue to be held on the first and third Wednesday of each month.
- **No Motions or Votes were taken**

## **Sam Hollow Road, Wellfleet, MA 02667 (Map #23, Parcel #73)**

- Updated As-Built Plans, Chair Parent stated to the board that there are no votes or actions that need to be taken Brady wanted to keep the board informed as to the progress of the subdivision. The board went over the map and discussed the property.
- **No motions or votes were taken**

## **Minutes**

- January 22, 2020 ~ Both meeting minutes will be continued until March 25, 2020
- February 12, 2020 ~ When they can be read and amended

## **Topics for Future Concern**

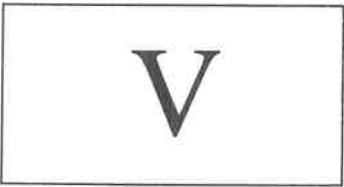
- Chair Parent went over some correspondence that the board received
  - Proposal for land division, Wellfleet Chequesset Yacht Club, dividing 2 lots along the Herring River.
  - Letter from the State regarding Open Meeting Law Complaint, the state found the Planning Board was not in violation of the Open Meeting Law.

**Meeting Adjourned 9:15pm**



# SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020



## USE OF TOWN PROPERTY – A

<b>REQUESTED BY:</b>	Principal Clerk
<b>DESIRED ACTION:</b>	Approval of use of town property for Sam Giamatti and Sarah Blanford on September 20, 2020
<b>PROPOSED MOTION:</b>	<p>I move to approve the use of town property at _____, by Sam Giamatti and Sarah Blanford, on September 20, 2020, contingent upon the completion of an application and subject to the conditions, if any, as listed on that application form, for a fee of \$110.</p> <p><i>** \$50 application processing fee **</i></p>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s): _____
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____

## **Courtney Butler**

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**From:** Maria Broadbent  
**Sent:** Thursday, September 3, 2020 1:06 PM  
**To:** Courtney Butler  
**Subject:** Application for use of public property

Please see below. Did they submit the application and is it on the BOS agenda. M.

---

**From:** Michael Hurley <michael.hurley@wellfleet-ma.gov>  
**Sent:** Thursday, September 3, 2020 1:01 PM  
**To:** Maria Broadbent <Maria.Broadbent@wellfleet-ma.gov>  
**Subject:** FW: 9/7 event

See below from Sam, do you know if they submitted a town property application to be on the Tues 9/8 Select Board meeting. not, then we are back at square one with the next Select Board meeting being Tues 9/22 which is after the planned Sun 9/20 event.

I am available by phone if there are any questions or we need to get them on the agenda today before it closes out.

Mike

**Michael P. Hurley**  
**Chief of Police**  
Wellfleet Police Department  
36 Gross Hill Road  
Wellfleet, MA 02667  
Phn: (508) 349 – 3702  
Fax: (508) 349 – 7683

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**From:** Sam Giamatti <samgiamatti@gmail.com>  
**Sent:** Thursday, September 3, 2020 12:50 PM  
**To:** Michael Hurley <michael.hurley@wellfleet-ma.gov>  
**Subject:** Re: 9/7 event

Hi Chief Hurley,

I just got your voicemail. Sorry for the slow response, I've been at work. We have decided to push the event back until September 20 to allow more time for planning. I believe my colleague, Sarah blandford, submitted a permit application to the town. We are envisioning a farmers-market style rally, with different organizations and individuals setting up booths. I will keep you updated on our plans. Let me know what you need from us to help this go smoothly!

Best, Sam

Il giorno lun 31 ago 2020 alle 19:54 Sam Giamatti <samgiamatti@gmail.com> ha scritto:

Dear Chief Hurley,

I hope you've been well since I last saw you on July 4th. I'd like to thank you and your officers again for working with us to make sure everything went smoothly. I'm writing now to let you know that I and several colleagues are again planning an event to take place on Labor Day. The ongoing protests in Wisconsin are a reminder that, although the anger of oppressed minorities has entered mainstream culture in an unprecedented way, we have a long way to go to effect concrete and lasting change.

We are still discussing our vision for the event on the 7th, and I will keep you updated on how we proceed. We would like to raise community awareness and support for the police reform bill currently being considered in the state house, as well as to encourage voter registration. We hope that the event will consist of a march/rally with a few speakers, and we are also considering inviting local and nationwide organizations, such as the Cape Cod Democratic



Socialists of America or the NAACP, to participate by setting up booths at which they can collect donations, register voters, or do other necessary work.

I hope that you will work with us to celebrate this Labor Day. Please let me know if you have any thoughts or concerns. We look forward to working with you to advocate for change.

Best,  
Sam Giamatti

## Courtney Butler

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**From:** Michael Hurley  
**Sent:** Tuesday, September 1, 2020 4:46 PM  
**To:** Board of Selectmen  
**Cc:** Maria Broadbent; Courtney Butler  
**Subject:** FW: 9/7 event

Hello All,

FYI please see below, I am still trying to get in contact with Mr. Giamatti to find out the logistics and advise him that booths/tents cannot happen on town property. The police department will assist with any public safety issues with moving marchers safely through town.

Mike

**Michael P. Hurley**  
**Chief of Police**  
Wellfleet Police Department  
36 Gross Hill Road  
Wellfleet, MA 02667  
Phn: (508) 349 – 3702  
Fax: (508) 349 – 7683

**From:** Sam Giamatti <samgiamatti@gmail.com>  
**Sent:** Monday, August 31, 2020 7:54 PM  
**To:** Michael Hurley <michael.hurley@wellfleet-ma.gov>  
**Subject:** 9/7 event

Dear Chief Hurley,

I hope you've been well since I last saw you on July 4th. I'd like to thank you and your officers again for working with us to make sure everything went smoothly. I'm writing now to let you know that I and several colleagues are again planning an event to take place on Labor Day. The ongoing protests in Wisconsin are a reminder that, although the anger of oppressed minorities has entered mainstream culture in an unprecedented way, we have a long way to go to effect concrete and lasting change.

We are still discussing our vision for the event on the 7th, and I will keep you updated on how we proceed. We would like to raise community awareness and support for the police reform bill currently being considered in the state house as well as to encourage voter registration. We hope that the event will consist of a march/rally with a few speakers, and we are also considering inviting local and nationwide organizations, such as the Cape Cod Democratic Socialists of America or the NAACP, to participate by setting up booths at which they can collect donations, register voters, or do other necessary work.

I hope that you will work with us to celebrate this Labor Day. Please let me know if you have any thoughts or concerns. We look forward to working with you to advocate for change.

Best,  
Sam Giamatti



## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020

VI

### BUSINESS – A

<b>REQUESTED BY:</b>	<b>Shellfish Constable</b>
<b>DESIRED ACTION:</b>	<b>Additions to Recreational Shellfishing Permit Categories</b>
<b>PROPOSED MOTION:</b>	<b>I move to amend Section 5.2.1, Eligibility for Noncommercial Permits and Section 5.2.2, Noncommercial Permit Fee Schedule, of the Wellfleet Shellfishing Policy and Regulations, as written and proposed by the Shellfish Constable, in accordance with the August 14, 2020 memo from the Massachusetts Division of Marine Fisheries Director Daniel J. McKiernan, in order to bring the regulations in to compliance with the November 2018 change to M.G.L. c. 130, s. 52.</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



# Wellfleet Shellfish Department



300 Main Street, Wellfleet, Massachusetts 02667

## MEMORANDUM

DATE: September 1, 2020  
TO: Town of Wellfleet Selectboard Members  
RE: Additions to Recreational Shellfishing Permit Categories

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Dear Selectboard Members:

We need to bring the Town of Wellfleet's Shellfishing Policy and Regulations into compliance with the November 2018 change to M.G.L. c. 130, s. 52, which now prohibits a municipality from charging a veteran a fee to harvest shellfish for non-commercial purposes that is greater than the fee charged to residents of that municipality. Basically, all Massachusetts veterans are entitled to a resident-rate recreational shellfishing permit. We have already been accommodating this in practice, but we need to make it explicit in our regulations.

In addition, the department has decided that it would like to offer the resident rate for a recreational shellfishing permit to non-resident Town of Wellfleet employees, much as the Beach Department does by offering town employees resident-rate beach stickers.

Therefore, I am requesting the changes on the following page. I hope you will vote to approve these changes. I am available for any questions.

Sincerely,

Nancy Civetta  
Shellfish Constable

*~continued~*

[wellfleet-ma.gov/shellfish-department](http://wellfleet-ma.gov/shellfish-department)

Phone (508) 349-0325



Fax (508) 349-0305

5.2.1. Eligibility for Noncommercial Permits

Annual and seasonal noncommercial permits may be issued to anyone, twelve (12) years of age or older. **Veterans of the Commonwealth of Massachusetts are entitled to a fee not greater than the fee charged to residents of the Town of Wellfleet upon presentation of their Veteran ID card. In addition, non-resident employees of the Town of Wellfleet are entitled to one (1) recreational shellfishing permit at the resident rate; this is only valid for the employee him- or her-self while currently employed by the Town.**

5.2.2. Noncommercial Permit Fee Schedule (amended 04/12/16 amended 09/08/2020)

Annual Permits (Jan.1-Dec. 31)	
Resident or Taxpayer	60.00
Resident or Taxpayer over 65 years old	20.00
Nonresident or Nontaxpayer	210.00
<b>Massachusetts Resident Veteran Permit*</b>	<b>60.00</b>
<b>Massachusetts Resident Veteran Permit over 65 years old *</b>	<b>20.00</b>
<b>Town of Wellfleet Employee</b>	<b>60.00</b>
<b>Town of Wellfleet Employee over 65 years old</b>	<b>20.00</b>
Eel Permit	3.00
Seasonal Noncommercial Permits (June 1 – Sept. 30)	
Resident or Taxpayer	40.00
Non-resident or Non-taxpayer	85.00
<b>Massachusetts Resident Veteran Permit*</b>	<b>40.00</b>
<b>Town of Wellfleet employee</b>	<b>40.00</b>
<b>Replacement Fee (for all categories)</b>	<b>20.00</b>

**\*To enjoy the Massachusetts Veteran Discount, applicants must provide:**

- 1. A Massachusetts license bearing the Veteran seal,**
- 2. A Massachusetts license and a DD-214 form**
- 3. A Massachusetts license and a Veteran ID card issued by the U.S. Department of Veteran Affairs**



# The Commonwealth of Massachusetts

## Division of Marine Fisheries

251 Causeway Street, Suite 400, Boston, MA 02114

p: (617) 626-1520 | f: (617) 626-1509

[www.mass.gov/marinefisheries](http://www.mass.gov/marinefisheries)



CHARLES D. BAKER  
Governor

KARYN E. POLITO  
Lt. Governor

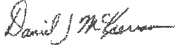
KATHLEEN A. THEOHARIDES  
Secretary

RONALD S. AMIDON  
Commissioner

DANIEL J. MCKIERNAN  
Director

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TO: Boards of Selectmen and City Councils

FROM: Daniel J. McKiernan, Director 

DATE: August 14, 2020

SUBJECT: Fees charged to Commonwealth veterans for recreational shellfishing

This memo reminds municipalities that issue recreational shellfish permits of the requirement to comply with MGL Chapter 130 section 52 to charge veterans of the Commonwealth who purchase a recreational shellfish permit a fee no greater than the fee for residents of the municipality. This memo further explains that nonresident veterans are to be charged as similarly situated residents under a municipality's permit fee structure. Moreover, I am requesting all municipalities to explicitly post the fee for these veteran citizens on its municipal websites.

Specifically, in November 2018, state legislation was enacted at Chapter 218 Section 29 of the Acts of 2018 ("An Act Relative To Veterans' Benefits, Appreciation, Validation and Enforcement," referred to herein as the "Act"). This Act amended M.G.L. c. 130, s. 52 to prohibit a municipality from charging a veteran a fee to harvest shellfish for non-commercial purposes that is greater than the fee charged to residents of that municipality. Municipalities are advised to consult the Secretary of State's web site to determine criteria on how a veteran is defined in Massachusetts. The link to this information is: <https://www.sec.state.ma.us/cis/cisvet/vetdefin.htm>.

Under, M.G.L. c. 130, s. 52 municipalities that manage shellfishing in their waters are required to set aside areas for the non-commercial harvest of shellfish for "family use" and to issue permits to "any inhabitant" of the Commonwealth residents for such purpose. Many municipalities charge a higher fee to non-residents for such permits. The Act amended the fourth paragraph of M.G.L. c. 130, s. 52 as follows (the amended language is highlighted in bold):

*Every city or town which exercises the authority over such coastal fisheries as provided in this section shall set aside an area or areas not then in private control or under municipal cultivation in which the commercial taking of shellfish shall be prohibited and from which shellfish may be taken, for his own family use, by any inhabitant of the commonwealth holding a permit therefor from such city or town. In any city or town issuing such permits to take shellfish for family use, any inhabitant of the commonwealth shall be issued such a permit upon payment of the fee, if any, established therefor **provided, however, that such city or town shall not charge a veteran a fee greater than the fee charged to a resident of such city or town.** Such permits shall be uniform, and the regulations established in connection therewith shall make no distinction among different classes of permit holders except with respect to the amount of the fee therefor. Such permit shall not allow the taking of shellfish of a size at a season prohibited by law and the amount therefor taken for any family shall not exceed in any one week, one bushel of any or all kinds of shellfish, but the councilmen or selectmen, as the case may be, may, with the approval of the director, reduce the maximum amount of any or all of such shellfish taken for such purpose.*

To comply with the law, a nonresident veteran should be assessed a fee no more than a similarly situated resident of the municipality in accordance with the municipality's permit fee structure. For instance, if the permit fee for resident veterans over a certain age is less than that of other residents, then a nonresident veteran over the specified age should be similarly assessed the lower fee. Here, fees include all fees, such as the fee for the permit itself and any additional fees for "shellfish enhancement" that some communities charge.

I recognize that the law was amended late in the calendar year of 2018 and many municipalities were unable to amend their regulations in time for the issuance of 2019 permits. Furthermore, each municipality has its own schedule and rulemaking processes to make annual revisions to shellfish rules. I understand, from my conversations with many shellfish constables across the Commonwealth, that veterans are receiving the benefit as required by the law because municipal clerks are assessing the proper fees even if the fee schedule is ambiguous in published materials.

However, in my recent examination of various municipal websites listing shellfish regulations and permit fees, there are significant differences in the level of clarity of how the municipalities have met their obligation under the law. **I am requesting that each municipality upgrade their regulations (if necessary) and make clear on its web sites the fees that are charged to Commonwealth's veterans who are seeking a nonresident recreational shellfish permit.**

Thank you for your attention to this matter. Please feel free to contact me if you have any questions at [dan.mckiernan@mass.gov](mailto:dan.mckiernan@mass.gov).



## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020

VI

### BUSINESS – B

<b>REQUESTED BY:</b>	<b>Shellfish Constable</b>
<b>DESIRED ACTION:</b>	<b>Shellfish Permits for Town Staff</b>
<b>PROPOSED MOTION:</b>	<b>I move to amend Section 5.2.2, Noncommercial Permit Fee Schedule, of the Wellfleet Shellfishing Policy and Regulations to reflect the permitted sale of recreational shellfishing permits to non-resident Town of Wellfleet employees at the resident rate, as recommended by the Shellfish Constable and Shellfish Department staff.</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____





## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020

VI

### BUSINESS – C

<b>REQUESTED BY:</b>	Shellfish Constable
<b>DESIRED ACTION:</b>	<b>Request to Change Article 22: Shellfish Revolving Fun to Include Increased Spending Limit</b>
<b>PROPOSED MOTION:</b>	<b>I move to support the recommended increase of \$10,000 for the request in Article 22: Shellfish Revolving Fund Spending Limit, as proposed by the Shellfish Constable.</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



# Wellfleet Shellfish Department



300 Main Street, Wellfleet, Massachusetts 02667

## MEMORANDUM

DATE: September 2, 2020

TO: Town of Wellfleet Selectboard Members

CC: Town Administrator Maria Broadbent and Town Moderator Danny Silverman

RE: Request to change Article 22

Dear Selectboard Members:

It has come to my attention that Barnstable County will have a matching grant program for fisheries enhancement available to towns this fall to help deal with the ripple effects from COVID-19. In Wellfleet's case, I think that we are likely to have oyster growers with a surplus of over three-inch oysters due to the market downturn, and we are also experiencing an increase in recreational fishing pressure at Indian Neck.

We can apply for a matching grant from the County with a proposal to buy the surplus oysters from grant holders and distribute them to the Indian Neck recreational area for recreational harvest. In order to participate in this program, I would like to use monies from our Revolving Fund for Propagation, which takes 75% of all shellfish revenues (from permit sales and grant lease fees) and puts them into a fund only to be used for propagation. The funds come out of the pockets of those who use our shellfish resources, not through town tax revenue, so this will have no impact on people's taxes nor on the Town's FY21 budget.

I would like to propose an additional up to \$10,000 increase in usage of the revolving fund in FY21. I will always need to think ahead and prepare for unknowns that may arise. For FY21, it will help us take advantage of the County's and other grant opportunities related to COVID-19 relief that may come about, as well as allowing us to continue to run propagation programs like the channel quahog relay that we did in March and April, and any other initiatives to contribute worthwhile sustainable shellfish propagation activities to the town, while helping local shellfishermen weather the market downturn effects that might get worse as we move into the fall and winter.

This would require that the warrant article #22 authorize spending from the Revolving Fund to be increased from \$40,000 to \$50,000. The \$40,000 in the current article funds our town propagation budget line 180, which has all but eliminated the tax dollars being directed to our propagation activities already.

[wellfleet-ma.gov/shellfish-department](http://wellfleet-ma.gov/shellfish-department)

Phone (508) 349-0325



Fax (508) 349-0305

Here is the article from the warrant:

**ARTICLE 22: Shellfish Revolving Fund Spending Limit.** To see if the Town will vote to establish a spending limit for FY2021 of \$40,000 for the Shellfish Revolving Fund established pursuant to MGL Chapter 44, Section 53E½.

**Majority vote required.**

**Selectboard:** Recommends 5-0.

**Finance Committee:** Recommends 7-0.

**Shellfish Advisory Board:** Recommends 0-0.

**SUMMARY:** The purpose of this article is to establish the spending limit for the Shellfish Revolving Fund which was established for propagation efforts. The Shellfish Department's propagation efforts include the seeding of quahogs and oysters in all Wellfleet waterways which also contributes to improving water quality and natural oyster set in our harbor to benefit growers and spat collectors. This revolving fund takes the responsibility for funding the shellfish department's budget line 180 out of the taxpayer's pockets and puts it in the hands of those who make their living in the shellfish industry and those who harvest shellfish recreationally. The Shellfish Propagation Revolving Fund revenues will be derived from shellfish grant revenue and permit fees. The Revolving Fund expenditures may be used for the propagation, cultivation, protection and study of shellfish only.

**Here is how I would amend the motion to read during Annual Town Meeting:**

ARTICLE 22: Shellfish Revolving Fund Spending Limit.

MOTION: I move that the Town which has established a Revolving Fund for Shellfish Propagation in accordance with Massachusetts General Laws Chapter 44, Section 53E½ vote to establish the total amount that may be expended from said fund for Fiscal Year 2021 ~~at \$40,000~~ for up to \$50,000.

Attached is a complete accounting of revenues and expenditures from the Shellfish Fund and the Shellfish Revolving Fund for Propagation for your reference, so you understand that the money is available.

I am happy to bring this item to both Shellfish Advisory Board and the Finance Committee for a vote at their next meetings prior to the Annual Town Meeting. I look forward to discussing this at your September 8 meeting. Thank you for your consideration,



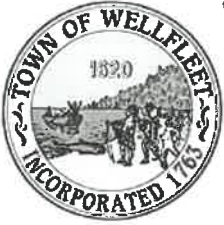
Nancy Civetta

**Shellfish Revolving Fund for Propagation FY20: 7/1/2019-6/30/2020**

Type	Amount	
Permit Sales Revenue	\$ 88,110.00	total per Sticker Tracker 7/1/2019-6/30/2020
Grant Fees Revenue	\$ 10,100.00	total per Jeanne MacLauchlan 7/1/2019-6/30/2020
Sarah Queen Refund	\$ (150.00)	
Karen Johnson Refund	\$ (310.00)	
David Conroy Refund	\$ (20.00)	
TOTAL	\$ 97,730.00	
25% available to TA	\$ 24,432.50	
<b>75% for Shellfish Revolving Fund for Propagation</b>	<b>\$ 73,297.50</b>	
Spent on Channel Quahog Program FY20	\$ (3,275.00)	ATM authorized \$5,000 in expenditures for FY20
Current SRFP FY20 Balance	\$ 70,022.50	

**Shellfish Revolving Fund for Propagation (SRFP) FY21: 7/1/2020-6/30/2021**

Current SRFP FY20 Balance	\$ 70,022.50	
<b>ATM FY21 request to authorize \$40,000 from Shellfish Revolving Fund for Propagation to fund Shellfish Department Budget line 180</b>	<b>\$ (40,000.00)</b>	
Remaining	\$ 30,022.50	
<b>Additional request from Shellfish Constable for COVID relief opportunities</b>	<b>\$ (10,000.00)</b>	
Remaining FY20 balance in SRFP	\$ 20,022.50	
Additional shellfish permit sales revenues 7/1/2020-8/31/2020	\$ 6,220.00	
Additional shellfish grant license fees revenues 7/1/2020-8/31/2020	\$ -	grant fees are due 2/28 each year; no grant transfer payments were received in July and August
Current SRFP FY20-21 Balance	\$ 26,242.50	



## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020

VI

### BUSINESS – D

<b>REQUESTED BY:</b>	<b>Shellfish Constable</b>
<b>DESIRED ACTION:</b>	<b>Correction of a Mistaken Designated Shellfish Growing Area in Regulations</b>
<b>PROPOSED MOTION:</b>	<b>I move to correct the area of Lt. Island South in Section 4.2.2, Boundaries, of the Wellfleet Shellfishing Policy and Regulations, to reflect the appropriate Cape Cod Bay 11 (CCB11) designation, as recommended by the Shellfish Constable.</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s): _____
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



# Wellfleet Shellfish Department



300 Main Street, Wellfleet, Massachusetts 02667

## MEMORANDUM

DATE: September 1, 2020  
TO: Town of Wellfleet Selectboard Members  
RE: Correction of a Mistaken Designated Shellfish Growing Area in Regulations

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Dear Selectboard Members:

We realized that the Lieutenant Island South area in our regulations is mistakenly listed as CCB10 instead of CCB11. CCB stands for Cape Cod Bay and the number denotes different Division of Marine Fisheries' designated shellfish growing areas where shellfish may be harvested. CCB10 is Hatch's Creek, which divides Wellfleet and Eastham shellfishing areas, however it is a prohibited area, which means that no shellfish may ever be harvested from it. Instead, CCB11 is an open area and includes the area south of Lt. Island. Please see attached maps. This is a simple copy edit error, which is easily fixed. Please see below as taken from Section 4.2.2 Boundaries on page 11 of our regulations.

South Lieutenant's Island (CCB ~~10~~ 11): All marine waters and intertidal areas enclosed east of a boundary from the osprey nest pole on the southern end of Lieutenant's Island to the Eastham/Wellfleet marker in Hatch's Creek, and south of the Lieutenant's Island Bridge.

This has been an issue because shellfishermen cannot list CCB10 on their tags, as it is a prohibited area. The actual area they harvest from is fully in CCB11, which is open to shellfishing.

Thank you for voting to approve this simple, but important change.

Sincerely,

Nancy Civetta  
Shellfish Constable

*~continued~*



**Massachusetts**  
**Division of Marine Fisheries**  
SHELLFISH SANITATION AND MANAGEMENT

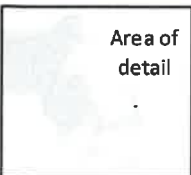
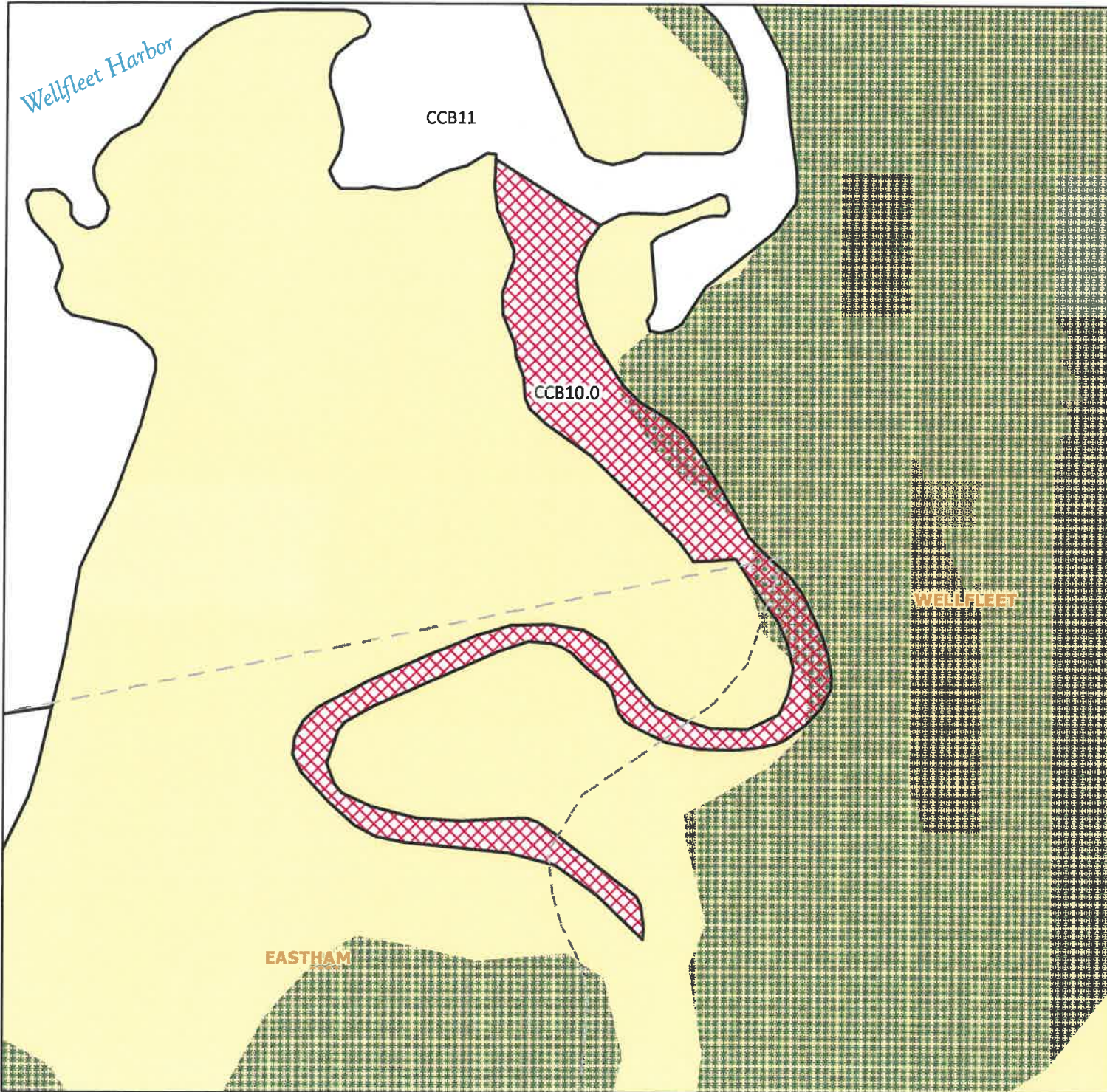
**Shellfish Area Classification**

Approved	Conditionally Restricted
Conditionally Approved	Prohibited
Restricted	Produced: 7/1/2013

Growing Area Code: CCB10

Area Name: HATCHES CREEK

Area Town(s): Eastham, Wellfleet



Area of detail

*This map depicts the Marine Fisheries' sanitary classification of shellfish growing waters in accordance with the National Shellfish Sanitation Program. It does not indicate the current status, either "open" or "closed" to harvesting due to shellfish management or public health reasons. Always confirm the status with local authorities and/or Marine Fisheries. Information on this map may be out-dated or otherwise incorrect, and should not be relied upon for legal purposes.*






- Marsh/Wetland
- Saltmarsh
- Pond/Lake/Reservoir
- Town Boundaries
- Stream/Ditch/Canal





**Massachusetts**  
**Division of Marine Fisheries**  
**SHELLFISH SANITATION AND MANAGEMENT**

**Shellfish Area Classification**

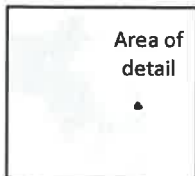
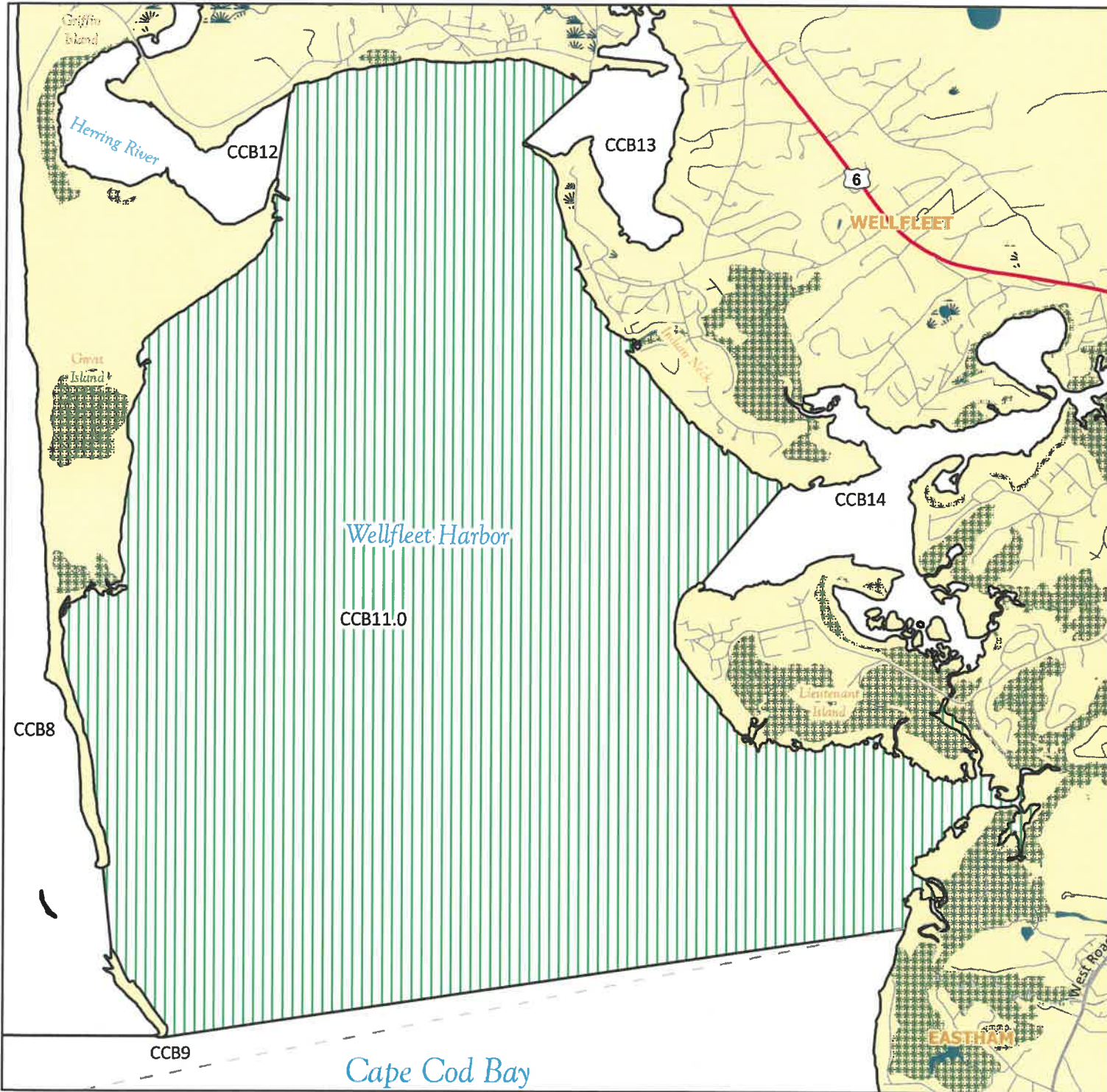
	Approved		Conditionally Restricted
	Conditionally Approved		Prohibited
	Restricted		

Growing Area Code: CCB11

Area Name: WELLFLEET HARBOR

Area Town(s): Eastham, Wellfleet

Produced: 01/17/2019



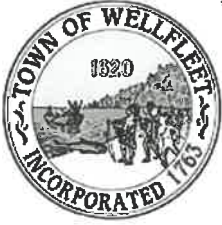
Area of detail

*This map depicts the Marine Fisheries' sanitary classification of shellfish growing waters in accordance with the National Shellfish Sanitation Program. It does not indicate the current status, either "open" or "closed" to harvesting due to shellfish management or public health reasons. Always confirm the status with local authorities and/or Marine Fisheries. Information on this map may be out-dated or otherwise incorrect, and should not be relied upon for legal purposes.*

-  Marsh/Wetland
-  Saltmarsh
-  Pond/Lake/Reservoir
-  Town Boundaries
-  Stream/Ditch/Canal







## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020

VI

### BUSINESS – E

<b>REQUESTED BY:</b>	<b>Chair</b>
<b>DESIRED ACTION:</b>	<b>Selectboard FY2021 Goals – Begin Process by Reviewing the FY2020 Goals</b>
<b>PROPOSED MOTION:</b>	<b>Discussion</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____

## **Fiscal Year 2021 Goals**

**On the following page are the Fiscal Year 2020 Selectboard goals.**

**Each Selectboard member should write their proposed Fiscal Year 2021 goals and submit them to the Town Administrator and Executive Secretary. A compilation of the goals will then be presented to the Selectboard for their approval.**

### **Timeline:**

<b>September 8</b>	<b>Selectboard review FY 2020 goals</b>
<b>September 17</b>	<b>Deadline for submission of FY 2021 goals</b>
<b>September 22</b>	<b>Selectboard make initial review of FY 2021 goals</b>
<b>October 13 or 27</b>	<b>Selectboard finalize FY 2020 goals</b>

# Summary of FY20 Selectboard Goals

## Property and Buildings

- Harbor dredging and maintenance (JR) (HMW) (MD)
- Shellfish Shack (HMW) (KB)
- Plans for improvement (JR)
- Bike trails and lanes/path (JR) (MD) (HMW)
- Parking (JR)
- Assessment of all infrastructure and buildings – maintenance plan (MD)
- Town Hall Lawn (MD)

## Housing

- 95 Lawrence Road development (JR) (KB)
- Attainable housing - increase inventory for year-round market rate and affordable rentals. Also increase assistance to working domiciled residents to purchase homes. (MD)
- Support AADU program (JC)

## Economic Development

- Fiber Optics/Cell Tower/Utilities (JR) (KB)
- Local business/jobs (JC)

## Environment

- Climate mitigation (JR) (HMW) (KB) (MD)
- Flood mitigation (KB)
- Work with the National Park service to look at land swaps (HMW)
- Wastewater/Water (JR) (KB) (JC)
- Represent Wellfleet on CC Water Protection Collaborative and Fund (JC)

## General

- Board and Committee memberships (HMW)
- Improve ongoing communication and process for compliance with Boards and Committees (HMW) (JC)
- Recreation - Work with the national seashore to increase recreational opportunities including bike trails and parking areas. (MD) (HMW)

JR - Goals suggested by Select person Janet Reinhart

KB – Goals suggested by Select person Kathleen Bacon

MD – Goals suggested by Select person Michael DeVasto

JC – Goals suggested by Select person Justina Carlson

HMW – Goals suggested by Select person Helen Miranda-Wilson



## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020

VI

### BUSINESS – F

<b>REQUESTED BY:</b>	Selectboard member Wilson
<b>DESIRED ACTION:</b>	Response to Seashore Superintendent Brian Carlstrom's letter dated August 28, 2020, re: Cape Cod Rail Trail & Route 6 Corridor Improvements Project Coordination
<b>PROPOSED MOTION:</b>	TBD
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____

Dear Superintendent Carlstrom,

At our last meeting on July 28, 2020, the Wellfleet Selectboard met to discuss the DOT's 25% completed plan to change the configuration of a dangerous stretch of Rte. 6 and to have it directly connect there with a section of the DCR's proposed Cape Cod bike trail.

At that meeting, and in your August 28, 2020 letter, to Paul Jahnige, Director of DCR Greenway and Trails Program, and Brian Chapman, Project Manager at the DOT, you proposed that we would work together to see if the DCR, the DOT, the Park, the Selectboard, our Bike and Walkways Committee and "to meet again, regarding these plans" We would welcome that and, despite your stated support for most elements of the existing plans, we hope to arrive at a better, alternative solution to creating a bike path that runs through this part of Wellfleet, and for improving the safety of the intersection of Rte 6 and Main Street which we have been requesting since 2014.

This could include abandoning the proposal of a DCR parking lot on Rte. 6. The current terminus at the State campground on Old King's Highway in South Wellfleet could be sufficient.

Since the Cape Cod Commission report was drafted, a lot of water has gone under the bridge. More of the public has more information relating to continuing the Bike Trail through Wellfleet and has repeatedly asked to have an influence on this part of the process. Everyone on the Outer Cape drives through this stretch of road. We are all abutters.

A Town Meeting vote to ask the State to hit the pause button on the ongoing DOT/DCR project was almost unanimously voted for. At the last Selectboard meeting, a majority of the Board voted to ask Governor Baker to help this happen. A petition signed by over a thousand people has been sent to the State. Many public meetings

and a number of meetings that the public were not informed of have been held. At all of them, an overwhelming majority of those attending voiced reasonable, articulate objections to the current plan, and offered alternative solutions.

Whether or not the DCR posts their proposed parking lot as a “terminus”, bicyclists will be invited onto Rte. 6 by the widened bike lane and bicycle-friendly sidewalk that is being considered by the DOT. It will be a seemingly convenient to access the center of town and nearby attractions, and in reality, will channel them into and through the most dangerous intersection in Wellfleet. This will not supply a more “low stress travel environment” as described in Cape Cod Commission’s list of Goals for the Project, to say the least.

What exists there now on the east side of Rte. 6, is a usable, paved shoulder, highlighted with broken-line, curb-cut markings and sharrows. It provides a continuum with the road to the north and south with no distracting arrangements. We have asked that this be available on both side of Rte. 6, on both sides of the road, as it now exists throughout Wellfleet, with a simple grass strip buffer along the outside. And that a bike path be developed nowhere near this dangerous zone.

- In recent years, the process for organizing “...input from town officials and staff members, town bicycle and pedestrian committees, and from public workshop and meeting attendees” has been less coordinated than it should be. During this time, at many meetings, the majority of attendees voiced the need to have a safer solution. Quoting from the Cape Cod Commission Report, “given public concern about this portion of the primary route, the project team recommends further study to identify the most suitable option.”

That needs to happen.

We need to do a better job of looking at this together and finding a way to get bicycles through this section of Wellfleet other than what's now proposed. Whatever is finally decided on will have serious consequences and be in place for a very long time.

*Let's do this, before either State Agency has further advanced the process in any way.*

Sincerely, etc.







## United States Department of the Interior

NATIONAL PARK SERVICE  
Cape Cod National Seashore  
99 Marconi Site Road  
Wellfleet, MA 02667

IN REPLY REFER TO:

D-18

August 28, 2020

Paul Jahnige, Director DCR Greenways & Trails Program  
MA Department of Conservation and Recreation  
136 Damon Rd.  
Northampton, MA 01060

Brian Chapman, Project Manager  
MA Department of Transportation  
10 Park Plaza, Suite 4160  
Boston, MA 02116

Subject: Cape Cod Rail Trail & Route 6 Corridor Improvements Project Coordination

To MA DCR and MA DOT Project Managers,

We are writing concerning the materials that Stantec shared with the Town of Wellfleet on July 24, 2020 on your agencies' behalf. We attended the Selectboard meeting this week and have been able to review the materials. The Route 6 and Rail Trail extension projects that you are proposing have great interest to us and we would like to share additional comments to those in our April 9 letter (see attached).

We held consultations with several members of MA DCR and MA DOT during the *Outer Cape Bicycle Pedestrian Master Plan* (Master Plan) development, which was a collaboration of Cape Cod National Seashore, in conjunction with the Cape Cod Commission, with the towns of Wellfleet, Truro and Provincetown. These two agency projects - the MA DOT Complete Streets safety enhancing strategy for the Wellfleet Route 6 corridor and the MA DCR Rail Trail extension - are major projects envisioned in the Master Plan.

We strongly support buffering the bicycle and pedestrian use from the vehicles on the busy Route 6 corridor where motorists routinely cross the fog line as an essential safety measure in this commercial section of the highway corridor. At a minimum the installation of flexible, removable delineator bollards should be installed to safely separate motorists from bicyclists.

As we wrote in April, the 10-foot-wide sidewalk on the Route 6 corridor plan is essentially what was envisioned as a **fully-separated multi-use pathway** in the Outer Cape Bicycle-Pedestrian Master Plan (OCBPMP) selected after extensive consideration and analysis of a preferred primary (spine) route up the Outer Cape. There were no other satisfactory alternatives that would provide this bicycle transportation need. We would like to see both Segments 2 and 3 of the Route 6 improvements have buffered bicycle lanes, and to see a 10-foot multi-use path width on the east side of Route 6 extend to the Truro town line and beyond.

We still encourage coincident phasing of the project in less phases. Most importantly, we believe that the 2-mile MA DCR bicycle trail project should be undertaken in one piece from LeCount Hollow Road to a new terminus at Route 6. We believe completing the entire MA DCR project will avoid: 1) added costs of contracting, mobilization and construction, 2) the potential a second phase loses or never gets funding, 3) adverse impacts to bicyclist safety on Old County Road and Cahoon Hollow Road, and 4) unintended consequences, such as excessive overuse at Duck Pond.

We believe that the Rail Trail – Route 6 terminus has been designed to meet the bicyclist safety challenges expressed by the public and the town, although we are aware that there is still community opposition. We would be pleased to have the opportunity to meet again regarding these plans along with Town of Wellfleet representatives and Cape Cod Commission transportation and bicycle planning staff.

Please share these comments with Stantec engineers. Also, we would appreciate a chance to discuss our comments from this and our April correspondence via a conference call.

Sincerely,



Brian T. Carlstrom  
Superintendent

cc:  
DCR Commissioner Jim Montgomery  
State Senator Julian Cyr  
State Representative Sarah Peake  
Governor Baker's Office  
Wellfleet Town Administrator Maria Broadbent  
Wellfleet Selectboard  
Steven Tupper, Cape Cod Commission



## United States Department of the Interior

NATIONAL PARK SERVICE  
Cape Cod National Seashore  
99 Marconi Site Road  
Wellfleet, MA 02667

IN REPLY REFER TO:

D-18

April 9, 2020

MA Department of Conservation and Recreation  
Office of Public Outreach  
251 Causeway Street, Suite 600  
Boston, MA 02114

Brian Chapman, Project Manager  
MA Department of Transportation  
10 Park Plaza, Suite 4160  
Boston, MA 02116

Subject: Cape Cod Rail Trail & Route 6 Corridor Improvements Project Coordination

To MA DCR and MA DOT Project Managers,

We are writing concerning the presentation materials that you shared from your March 10, 2020 joint agency workshop with the Town of Wellfleet that are posted for review and comment. We are pleased to have the opportunity to see the bicycle trail and Route 6 corridor plans, renderings and presentation slides.

The projects that you are proposing have great interest to us due to the relatively recent completion of the *Outer Cape Bicycle Pedestrian Master Plan* (Master Plan). This plan was a collaboration of Cape Cod National Seashore, in conjunction with the Cape Cod Commission, with the towns of Wellfleet, Truro and Provincetown to develop a comprehensive master plan of bicycle trails and pedestrian amenities throughout the Outer Cape and the Seashore. We held consultations with several members of MA DCR and MA DOT during master plan development. The Master Plan was completed in February 2017 and posted at:  
[https://www.capecodcommission.org/resource-library/file/?url=/dept/commission/team/Website\\_Resources/initiatives/OuterCapeBikePedPlan/OCBPMPFinalReport9-2016UpdateFeb2017.pdf](https://www.capecodcommission.org/resource-library/file/?url=/dept/commission/team/Website_Resources/initiatives/OuterCapeBikePedPlan/OCBPMPFinalReport9-2016UpdateFeb2017.pdf)

The 10-foot-wide sidewalk on the Route 6 corridor plan is essentially what was envisioned as a fully separated multi-use pathway in the Outer Cape Bicycle-Pedestrian Master Plan (OCBPMP). This was selected after extensive consideration and analysis of a preferred primary (spine) route and secondary connector bicycle routes in the OCBPMP. The Complete Streets approach is a safety enhancing strategy for the entire Wellfleet Route 6 corridor.

We have the following comments on the details in the presentation materials:

1. Route 6 sidewalk work is not planned until Phase 4 of MA DOT improvements to Route 6 in Segment 2 and it is essential due to current bicycle and pedestrian use levels. We recommend coincident phasing of the sidewalk work to happen as part of this effort.
2. If you wish to proceed with a bike lane and separate sidewalks along Route 6 versus the separated multi-use path envisioned in the Master Plan, we recommend the bike lanes be inside of the buffer next to the sidewalk rather than directly next to vehicle traffic lanes. We heard a strong demand during Master Plan development that there be buffered bicycle lanes to achieve a higher level of bicyclist safety.
3. We would like to see both Segments 2 and 3 of the Route 6 improvements have buffered bicycle lanes, and to see a 10-foot multi-use path width on the east side of Route 6 extend to the Truro town line (as proposed in the Master Plan).
4. The Segment 1 Route 6 proposal from the Eastham town line is complementary to the existing adjacent rail trail in South Wellfleet.
5. It is of great concern that Phase 3 for the second section of the MA DCR bicycle trail extension does not have a projected date. We recommend that the whole 2-mile bicycle trail extension project be completed rather than needing to recompute and remobilize this critical alternative transportation enhancement project.
6. At the existing terminus of the MA DCR bike trail, please consider downsizing the widening expansion at the parking lot to retain the vegetative buffer of the rear loading zones of the commercial properties on the west side of the trail; cautionary striping could be used to assist in bicycle safety for parked vehicles backing up.
7. Since the use level is very low, the proposed separate driveway north of LeCount Hollow Road can also be downsized to reduce the construction footprint and tree loss; the use level does not warrant the proposed extent of access road/driveway widening and shoulders.
8. ADA accessible upgrades at key intersections are welcomed; details will be appreciated at the next level of design.
9. On the Pavement Preservation Contract slide we were unclear if a traffic signal at LeCount Hollow is proposed; it seems warranted given the need by town for police directing traffic in summer. It would be helpful to specify where the detail inset conditions are proposed.
10. The Route 6 bike trail terminus parking lot could be downsized and still meet demand, while improving safety of the parking area bike trail terminus as the community desires.
11. Is there a maintenance plan for the grassy buffer on Route 6? It was also noted that the DCR plan shows a 7' grass strip and DOT plan shows 5'.

We appreciate consideration of the national seashore's comments and encourage you to contact us if you have any questions.

Sincerely,

A handwritten signature in cursive script, appearing to read "Brian T. Carlstrom".

Brian T. Carlstrom  
Superintendent

cc:

State Senator Julian Cyr  
State Representative Sarah Peake  
Wellfleet Town Administrator Dan Hoort



## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020

VI

### BUSINESS – G

<b>REQUESTED BY:</b>	<b>Moderator</b>
<b>DESIRED ACTION:</b>	<b>Final Recommendations for Warrant Articles 23 and 25</b>
<b>PROPOSED MOTION:</b>	<b>I move to recommend Article 23, Commercial Single-Use Plastic Water Bottle Ban.</b>  <b>I move to recommend article 24, Proposal to Amend Town of Wellfleet General Bylaw.</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____

**Finance Committee:** Recommends 8-0.

**SUMMARY:** By a majority vote the Town may appropriate into this fund in any year an amount not to exceed ten percent of the prior year's tax levy. These funds are a reserve for future capital improvements to the Marina. The audited fund balance as of June 30, 2018 was \$40,368. Adding the FY 2019 contribution (\$10,000) and the contribution requested by this article would bring the account to approximately \$60,368.

**ARTICLE 21: Transfer to LCCATV Fund** To see if the Town will vote to transfer from the Cable Receipts Fund the sum of \$157,016 to fund local television access programming for the operation of the two local access television channels, 99 and 22, or do or act anything thereon.

**Majority vote required.**

(Requested by the Selectboard)

**Selectboard:** Recommends 5-0.

**Finance Committee:** Recommends 8-0.

**Cable Advisory Committee:** Recommends 0-0.

**SUMMARY:** This article provides funding for the local government programming (channel 22) and Lower Cape Community Access Television (channel 99). COMCAST, through your cable TV bills, provides the funding to the cable receipts fund.

**ARTICLE 22: Shellfish Revolving Fund Spending Limit.** To see if the Town will vote to establish a spending limit for FY2021 of \$40,000 for the Shellfish Revolving Fund established pursuant to MGL Chapter 44, Section 53E½.

**Majority vote required.**

**Selectboard:** Recommends 5-0.

**Finance Committee:** Recommends 7-0.

**Shellfish Advisory Board:** Recommends 0-0.

**SUMMARY:** The purpose of this article is to establish the spending limit for the Shellfish Revolving Fund which was established for propagation efforts. The Shellfish Department's propagation efforts include the seeding of quahogs and oysters in all Wellfleet waterways which also contributes to improving water quality and natural oyster set in our harbor to benefit growers and spat collectors. This revolving fund takes the responsibility for funding the shellfish department's budget line 180 out of the taxpayer's pockets and puts it in the hands of those who make their living in the shellfish industry and those who harvest shellfish recreationally. The Shellfish Propagation Revolving Fund revenues will be derived from shellfish grant revenue and permit fees. The Revolving Fund expenditures may be used for the propagation, cultivation, protection and study of shellfish only.

### **SECTION III: CHARTER AMENDMENTS and GENERAL BYLAWS**

#### **ARTICLE 23: Commercial Single-Use Plastic Water Bottle Ban.**

To see if the Town will vote to adopt the following as a general by-law and to insert it into the Code of the Town of Wellfleet, Massachusetts.

##### **Section 1. Sale of Single-use Plastic Water Bottles**

Effective on September 1, 2021, it shall be unlawful to sell non-carbonated, unflavored drinking water in single-use plastic bottles of less than one gallon in the Town of Wellfleet. Enforcement of this regulation will begin September 1, 2021.

**Section 2. Definitions**

A single-use plastic bottle is a beverage container made from any type of plastic resin.

**Section 3. Exemptions**

Sales or distribution of non-carbonated, unflavored drinking water in single-use plastic bottles occurring subsequent to a declaration of emergency (by the Emergency Management Director or other duly authorized Town, County, Commonwealth or Federal official) affecting the availability and/or quality of drinking water to residents of the Town shall be exempt from this bylaw until seven days after the declaration has ended.

**Section 4. Enforcement**

Enforcement of this article shall be the responsibility of the Town Manager or his/her designee. The Town Manager shall determine the inspection process to be followed, incorporating the process into other Town duties as appropriate.

Any establishment conducting sales in violation of this article shall be subject to a non-criminal disposition fine as specified in G. L. Chapter 40 21D. The following penalties apply:

- First violation: Written warning
- Second violation: \$150 fine
- Third and subsequent violations: \$300 fine

Each day a violation continues constitutes a separate violation, incurring additional fines. Any such fines collected shall be payable to the Town of Wellfleet.

All businesses will be routinely inspected until the Town Manager deems the inspection to no longer be required.

**Majority vote required.**

(Petitioned Article)

**Selectboard:** Reserves recommendation.

**Recycling Committee:** Recommends 0-0.

**Bylaw Committee:** Recommends 2-0 with the following amendment:

Change Section 4 to replace Town Manager with Town Administrator in the three places it is listed.

**SUMMARY:** Single-use plastic bottles impact environmental health, and the health and longevity of other species, who may ingest plastic as food. Ultimately, plastic re-enters the human food chain where the adverse consequences are both known and emerging. Plastics pollute and impact our environment across their lifecycle from production to use to disposal.

Over 1,500 single-use plastic water bottles are used and discarded in the U.S. per second. Elimination of the use of single-use plastic water bottles will have a significant impact on future plastic-based pollution including the nation's greenhouse gas footprint and is consistent with protection of the natural environment in Wellfleet, Barnstable County, our nation and our earth, which we have a common responsibility to protect and steward.

**ARTICLE 24: Proposal to Amend Town of Wellfleet General Bylaw.**

To see if the Town will vote to amend its General Bylaws Article I, section 1, Town Meeting, by adding the text shown in **bold** and deleting the text shown as ~~strike through~~ below such that the bylaw, as amended shall read:

**Section 1.** Annual Town Meetings shall be opened at **6:00** ~~7:00~~ o'clock in the evening, **unless otherwise determined by the Selectboard.** Special Town Meetings may be opened at **6:00** ~~7 or 7:30~~



o'clock in the evening, **unless otherwise determined by the Selectboard.** ~~at the discretion of the Selectmen.~~

**Majority vote required.**

(Requested by the Selectboard)

**Selectboard:** Recommends 5-0.

**Bylaw Committee:** Recommends 2-0

**SUMMARY:** The change is to see if the people of Wellfleet would prefer an earlier start time to Town Meetings. The hope is that an earlier start time will allow for meetings that do not last as long into the evening, with meetings ending potentially no later than 9PM.

#### **ARTICLE 25: Proposal to Amend Town of Wellfleet General Bylaw.**

To see if the Town will vote to adopt the following as a general bylaw and to insert it into ARTICLE VII of the By-laws of the Town of Wellfleet, Massachusetts as Section 39:

##### **Section 39 Climate Policy**

The Town of Wellfleet recognizes that the climate emergency, driven by human activity including energy consumption and land use practices and leading to global warming, rising seas, deadly storms, dangerous heat waves, acidifying oceans, and melting ice sheets, poses an imminent threat to the health, safety and economic security of the residents of the Town. The Town of Wellfleet therefore adopts as its policy the objective of reducing net greenhouse gas emissions from human activity within and by the Town to zero at the earliest technically and economically feasible time, and directs that all officers and departments of the Town take such measures within the scope of their respective responsibilities and authority as may be necessary and prudent to facilitate such policy and objective.

**Majority vote required.**

(Petitioned Article)

**Selectboard:** Reserves recommendation 4-0-1.

**Bylaw Committee:** Does NOT recommend 2-0.

**Recycling Committee:** Recommends 0-0

#### **SECTION IV: ZONING BY LAW AMENDMENT ARTICLES**

None.

#### **SECTION V: DISPOSITION OF TOWN PROPERTY ARTICLES**

**ARTICLE 26:** Article has been withdrawn

**ARTICLE 27: Disposition of Town Land to Conservation Commission.** To see if the Town will vote to transfer care, custody, management and control of Assessors Map 20, Parcels 11, 12, and 16, Town owned properties along Kendrick Avenue from the board or commission currently having custody thereof and from the purpose for which said property is currently held, to the Wellfleet Conservation Commission for open space purposes, or to do or act anything thereon.

**Two-thirds vote required.**

**Selectboard:** Recommends 4-0-1

**Open Space Committee:** Recommends 0-0.

**Planning Board:** Recommends 5-0.

**Conservation Commission:** Reserve recommendation until town meeting.



# SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020

VII

## SELECTBOARD REPORTS

Reported by:	Topic:



## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020

VIII

# TOWN ADMINISTRATOR'S REPORT

To: Selectboard  
From: Maria T. Broadbent, Town Administrator  
Subject: Town Administrator's Report  
Date: September 3, 2020

This report is for the period August 22 through September 3, 2020

### 1. General

- 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.
- Town Administrator plans to work in person on Tuesday afternoons and on Wednesdays until mid-afternoon
- Plans continue for holding Annual Town Meeting on September 12 at the elementary school ballfield

### 2. Fiscal Matters

- Monitoring events as they relate to finances.

### 3. Meetings – Most meetings are via conference call/Zoom

- Continue general introduction meetings with staff
- August 24-Town Bike & Walkway Committee, Rail Trail Bikeway Project
- August 25- Jim Hood, Water System Upgrade
- August 26-Herring River Restoration Project
- August 26-Brian Carlstrom, National Seashore collaboration issued
- August 26-Carolyn Murray, Town legal update
- August 27- Wellness Team
- August 28-Fred Magee, Finance Committee
- September 1-Community Preservation Committee
- September 2-Harry Terkanian, meet & greet

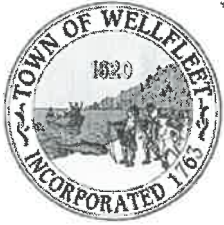
### 4. Complaints.

- None

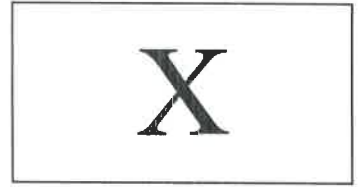
### 5. Personnel Matters:

- Justin Post, Building Inspector, has resigned to take a position with the Town of Eastham. The position has been posted.





SELECTBOARD  
AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020



## CORRESPONDENCE AND VACNACY REPORTS

*Friday, August 21, 2020, to Thursday, September 3, 2020*

**Letters (emails):**

8/21	Courtney Butler	Monthly Reports
8/21	Susan Reverby	Big THANK YOU
8/21	Chamber of Commerce	Off Main Gallery: Zoom Opening featuring artist Phyllis Ewen
8/21	Heather Doyle	Fwd: Join OpenCape in Encouraging Governor Baker to Release Funds for Important Cape & Islands Projects - WELLFLEET too
8/21	MMA	NEW DATE: MSA Webinar on Reopening Schools & Police Reform 9/15
8/21	Courtney Butler	RE: Memo from moderator to SB
8/21	Joanne Jacob	Lecount hollow beach
8/21	Ann McQueen	Stop the unsafe bikeway
8/21	MA Division of Marine Fisheries	DMF to Make In-Season Adjustments to 2020 Commercial Striped Bass, Black Sea Bass and Summer Flounder Limits
8/22	Carol Magher	Main Street light
8/24	Courtney Butler	Minutes of 3/10/20 Meeting with DCR/DOT
8/21	David Holstrom	Route 6 and CCRT Extension
8/24	Jill McLaughlin	RE: Route 6 and CCRT Extension
8/24	Wayne Clough	Thank you
8/25	Brent Harold	Rail trail
8/25	David Rule-Agger	Bike lane terminates adjacent to a formal DOT bike lane
8/26	Courtney Butler	Draft letter to Cemetery Commissioners
8/25	Helen Miranda Wilson	DCR Bike Trail related archive.
8/26	Courtney Butler	Meeting next week - Sept. 1/12th budget approval (re-vote)
8/26	Carole Ridley	Herring River Executive Council
8/27	Courtney Butler	FW: Fire Department Monthly Reports
8/27	Thelma Blakely	Cooks Cottages/Lecount Hollow Rd
8/28	Brian P. Sullivan	Green Communities Grant Award
8/28	Suzanne Ryan	Green Communities Grant award
8/28	Nancy Civetta	Shellfish Crier: Herring River Closing, Inner Channel Re-Opening and more!
8/28	Heather Doyle	Join Other OpenCape Supporters for Cape & Islands Internet Projects!
8/28	Catherine Miles	Letter from Cape Cod NS Superintendent   Cape Cod Rail Trail & Route 6 Corridor Improvements Project Coordination
8/28	Simone Wright	Shellfish Notice for the Town of Wellfleet
8/30	Ryan Curley	Complete set of RT 6 & Main St Plans
8/31	Cape Cod Commission	Cape Cod Commission Reporter: August 2020
8/31	Carol Magher	Thank you To Mike DeVasto
8/31	Courtney Butler	Agenda for 9/8 Selectboard - Items Due 9/3 by Noon
8/31	Maria Broadbent	Professional development
8/31	Lance Miller	Firehose specs
9/1	MMA	Apply for the 2021 Select Board Association Board of Directors Today!



# SELECTBOARD

## AGENDA ACTION REQUEST Meeting Date: September 8, 2020

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9/1	MMA	Register Now for MSA Webinar on Reopening Schools & Police Reform 9/15
9/1	Janet Reinhart	Town Meeting Tweaks
9/1	Emily Sweeney	Question from a Boston Globe journalist
9/1	Lilli Green	Assembly of Delegates meeting
9/1	MMA	Here's your September issue of The Beacon
9/1	Chief Hurley	9/7 event
9/2	John Richl	Testing of Wellfleet Ponds
9/2	Maria Broadbent	early release on Friday
9/2	Nancy Civetta	Re: Recommendation letter for Rights of Public Access Committee
9/2	Jill McLaughlin	Wellfleet Rte 6 & Main St - Stantec BOS Meeting Notes
9/3	Jude Ahern	Secretary of State not OML

### Applications:

8/11	Mike Kubiak	Rights of Public Access Committee
8/24	Sam Peper	FinCom or Marina Advisory
8/26	Barbara Brennessel	Rights of Public Access Committee
8/28	Olga Kahn	Planning Board
9/1	Sonja Woodman	Rights of Public Access Committee
9/1	Melissa Yow	Rights of Public Access Committee
9/1	Thomas Siggia	Rights of Public Access Committee
9/1	Nick Baron	Rights of Public Access Committee

### Internal Memos:

8/28	Ryan Curley	SELECTBOARD VENDOR AND P/R EXPENDITURES 9/1/2020 w09012020 \$420,212.36 09012020PR \$436,948.32
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Date: September 1, 2020  
To: Selectboard  
From: Jeanne Maclauchlan  
Re: Vacancies on Town Boards

### Bike and Walkways Committee (5 members)

Vacant Positions	Appointing Authority	Length of Term
1 Position	Selectboard	3 years

Requesting Appointment: No applications on file

### Board of Health (5 members, 2 alternates)

Vacant Positions	Appointing Authority	Length of Term
2 alt Positions	Selectboard	3 years

Requesting Appointment: No applications on file

### Board of Water Commissioners

Vacant Positions	Appointing Authority	Length of Term
2 alt Positions	Selectboard	3 years

Requesting Appointment: No applications on file



## SELECTBOARD

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### **Building and Needs Assessment Committee (5 Members)**

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

### **Bylaw Committee (3 Members)**

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

### **Cable Advisory Committee (5 members)**

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

### **Commission on Disabilities (up to 7 Members)**

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

### **Conservation Commission (7 Members + 2 alternates)**

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

### **Council on Aging (11 Members)**

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

### **Cultural Council (no more than 15 Members)**

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

### **Finance Committee (9 members, 2 alternate)**

Vacant Positions	Appointing Authority	Length of Term
2 Alternate Positions	Town Moderator	3 years
Requesting Appointment: <b>One application on file</b>		

### **Marina Advisory Committee (7 Members, 2 Alternates)**

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



## SELECTBOARD

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Requesting Appointment: **One application on file**

**Personnel Board** (4 members + TA + FinCom Rep)

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

**Planning Board** (7 members + 2 alternates)

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

**Recycling Committee** (7 members)

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

**Rights of Public Access Committee** (5 members)

Vacant Positions	Appointing Authority	Length of Term
3 Positions	Selectboard	1 year
Requesting Appointment: <b>Seven applications on file</b>		

**Shellfish Advisory Board** (7 members + 2 Alternates)

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





## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020

XI

### MINUTES

<b>REQUESTED BY:</b>	<b>Executive Assistant</b>
<b>DESIRED ACTION:</b>	<b>Approval of meeting minutes</b>
<b>PROPOSED MOTION:</b>	<b>I move to approve the minutes of August 25, 2020 as printed.</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	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, August 25, 2020 at 7pm  
Zoom Virtual Meeting**

**Selectboard Members Present:** Chair Michael DeVasto; Janet Reinhart; Helen Miranda Wilson; Justina Carlson; Ryan Curley

**Also Present:** Town Administrator Maria Broadbent; Assistant Town Administrator Mike Trovato; Executive Assistant Courtney Butler; Police Chief Michael Hurley; Fire Chief Rich Pauley; Moderator Dan Silverman; Community Services Director Suzanne Thomas; Shellfish Constable Nancy Civetta

Chair DeVasto 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**

- Chief Hurley announced the resignation of Sabrina Fitzgerald, Dispatcher, we wish her all the best. He announced that Evangeline Calkounes has been hired as the new dispatcher.
- Chief Hurley reminded the audience, after 2 incidents of vandalism, that the department has no tolerance for vandalism of any kind on any personal or public property.
- Wilson said that it was time to mourn the passing of Peter Watts, who served on the Zoning Board for many years, as well as served as a property owner in the National Seashore. She thanked him for his service and wished him peace in rest.
- Butler announced that the September 1, 2020 Primary Election Polls will be open from 7am -8pm Wellfleet Council on Aging. The Special Town Election will take place on Tuesday, September 8, from Noon-7 PM at the COA. Mask and glove wearing are encouraged and appreciated!

**PUBLIC HEARINGS**

***Transfer of Shellfish Grant #2008-01 from Ralph W. Bassett to Ralph W. Bassett and Russell A. Junkins***

DeVasto recused himself from this topic and asked Reinhart to lead the discussion and vote. Reinhart asked how grants go back into the Town, through a lottery; Wilson said that this happens when there is no one left on the grant. Reinhart was concerned with younger people coming to work in the Town, hoping to bring them in. Wilson said that in most cases, younger people do get do be added to grants after a long period of commitment, it is a big deal to be added to a grant. Carlson agreed, saying it was great when someone completes an apprenticeship.

Carlson asked about the location of the grant and was concerned of giving a half acre to an 8-year-old. Civetta clarified that Junkins is a gentleman who has been requested to be added to Bassett’s grant. Junkins hopes to use the .5 acre to teach his 8-year-old grandson, the grant would not go to the 8-year-old; Junkins also owns a 1-acre grant, contiguous to #2008-01. Wilson said there is nothing that this applicant lacks to have the transfer approved, saying there is nothing debatable about qualifications. Wilson said that the regulations are very clear.

- Wilson moved to approve the transfer of shellfish grant #2008-01 from Ralph W. Bassett to Ralph W. Bassett and Russell A. Junkins, as recommended by the Shellfish Constable.
- Curley seconded, and the motion carried 3-1, with Carlson opposed and DeVasto recused.

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

## **ROUTE 6 AND MAIN STREET INTERSECTION PROJECT UPDATES**

DeVasto clarified that this is about the Department of Transportation (DOT) project, not the Department of Conservation and Recreation (DCR). Jill McLaughlin, Stantec, said that they recently submitted a 25% design submission to MA DOT, and the Board and Town was alerted to this submission. She said the intent of the letter is just to get feedback from the community and hear any concerns they would like addressed; there will be a formal public hearing in the future. Following this, there will be more submissions following the same process.

DeVasto asked the Board to ask questions individually, keeping it just to this limit of work – the DOT project – and to provide comments:

- Wilson: does not feel that the concerns heard previously are reflected in the 25% designs proved; the traffic light has not been addressed as requested on October 22, 2014.
- Curley: will Duck Creek be impacted, if so, how?
  - McLaughlin: Stantec has been asked to replace the headwall and the only impact is the result of replacing that
- Curley: at Main St./Route 6 intersection, will there be a concrete divider between the two lanes of traffic?
  - McLaughlin: Yes, the divider will be removed, and a left pocket will replace it
- Curley: culvert under Main St to Haas Pond
  - McLaughlin: DOT is working with another consultant to evaluate the flood gate and potentially conduct a hydraulic analysis
- Curley: stormwater management
  - McLaughlin: proposing some leeching galleys in the project area but will need to check back with drainage engineers about the impacts of nitrogen removal; a stormwater basin was evaluated with the 25% and there was not enough separation to have it function properly.
- Curley: not in favor of project because of bicycle and pedestrian issues, but in support of road improvements overall
- Reinhart: how elevated are the sidewalks down Main St/Route 6 and will they be flush?
  - McLaughlin: 6 inches on Main Street and 4 inches on Route 6; business driveway access points will be accommodated
- Reinhart: will there be guard rails or any sort of barrier for the intersection?
  - McLaughlin: there are no boundaries or islands proposed currently but bollards could be an option
- DeVasto: concerned with number of revisions that have taken place to accommodate more increased recreational bike travel; highway needs to be made safer for cyclists and pedestrians
  - McLaughlin: DOT released requirements for bike/pedestrian access, which indicate that either buffered bike lanes or a separate facility (shared use path) is required on highspeed roadways. 10-foot wide sidewalk and a bike lane will be provided for cyclists to use when going beyond the terminus.
- DeVasto: concerned with having two-directional bike-traffic alongside a congested highway with several curb cuts
- DeVasto: not sure about sidewalks on Main Street, but does not want to impose on parking for business

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

- Civetta: flow is needed into and out of Haas Pond, which is currently drying up because of the copper valve
- Reinhart: also concerned with a safe roadway for pedestrians and bicyclists
- Carlson: thank you to Stantec for coming to the March 10 meeting and for listening to the community and for assessing those concerns
- Curley: when will the public hearing be and when will the Town hear further?
  - McLaughlin: Initial responses can be provided to concerns heard tonight, as well as about the 25% design plan with DOT; this will happen within the next few weeks
- Wilson: what is the formal process for requesting a waiver from the DOT?
  - McLaughlin: a design justification workbook needs to be put together to describe the impacts to, and justifications for, providing the adjustments
- DeVasto: has Stantec heard anything from the DCR?
  - McLaughlin: currently no date for when the project is ready to be advertised, but believed the full design is complete

DeVasto asked Butler to compile and send these comments to McLaughlin at Stantec. Wilson asked for all future project information to also be sent to the Board, not just department heads or other groups.

***Letter from the Selectboard to the Department of Conservation and Recreation, re: Rail Trail Extension***

DeVasto said this letter would also go to the Governor and Lt. Governor Polito. He read his letter aloud, which is available as a public document for this meeting.

- DeVasto moved that the Board send a letter, as drafted by DeVasto with proposed amendments, to the Department of Conservation and Recreation, Governor Baker, and Lt. Governor Polito.
- Wilson seconded; discussion:
  - Wilson said there were a few typos and said the last sentence of the second paragraph of the letter should read as “smaller gatherings with ~~DCR staff~~ the staff of the DCR and the DOT.” She asked that the last sentence of the fourth paragraph read “We ask that in future planning, the DCR work with the Town *and DCR staff* to seek alternative routes....”
  - Curley expressed his great disapproval of the Rail Trail Extension project.
  - Reinhart asked DeVasto to use a word other than “merging” when describing how the trail ends and meets Route 6; she noted that there will be a physical terminus and parking lot for people to understand that they’ve reached the end of the trail. There was discussion about the verbiage.
  - Brian Carlstrom, Cape Cod National Seashore Superintendent, commented that the Seashore is in favor of the project and has spoken with the Bike and Walkways Committee
- Wilson moved to send the letter as drafted and amended at this meeting.
- Curley seconded, and the motion carried 3-1, with Reinhart opposed (Carlson’s connection dropped from the Zoom call and she was no longer present).

**COVID-19 UPDATES AND RECOMMENDATIONS**

***Approval of 1/12<sup>th</sup> Budget for September***

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

- DeVasto moved that that the Selectboard approve the Town Administrator’s FY21 1/12th Budget Plan for the month of September in the amount of \$1,929,922 to be submitted to the Department of Revenue per Section 5 of An Act to Address Challenges Faced by Municipalities and State Authorities Resulting from COVID19, Chapter 53 of the Acts of 2020.
- Reinhart seconded, and the motion carried 4-0.

Curley asked about room taxes taken in since July.

- DeVasto moved that the Selectboard approve the Town Manager’s FY21 1/12th Enterprise Fund Budget Plans for the month of September in the amount of
  - \$61,500 for the Marina Enterprise Fund and
  - \$28,600 for the Water Enterprise Fundto be submitted to the Department of Revenue per Section 5 of An Act to Address Challenges Faced by Municipalities and State Authorities Resulting from COVID19, Chapter 53 of the Acts of 2020.
- Reinhart seconded, and the motion carried 4-0.

***Fees for Beach Stickers after Labor Day***

Thomas said that after due consideration, she does not recommend a discounted price for beach stickers after Labor Day. She noted that people who stay from the end of August through the Labor Day week will have two different price points, and other logistical matters related to pricing. DeVasto said he hoped that people still bought stickers.

- No action taken.

**BOARD/COMMITTEE APPOINTMENTS AND UPDATES**

***John Riehl of Rights of Public Access Committee***

There was no discussion.

- Reinhart moved to appoint John Riehl to the Rights of Public Access Committee for a term ending June 30, 2022.
- DeVasto seconded, and the motion carried 4-0.

***Sharon Rule-Agger to the Local Housing Partnership***

There was no discussion.

- Reinhart moved to appoint Sharon Rule-Agger to the Local Housing Partnership for a one-year term.
- Wilson seconded, and the motion carried 4-0.

The Board thanked both applicants for their service to the community.

**BUSINESS**

***Town Meeting Expectations***

Silverman discussed his suggested expectations of the Board at Town Meeting. His suggestions are outlined in a memo to the Board, which is available as a public document for this meeting. Silverman’s main suggestion was the one member, perhaps the Chair, make all the motions at Town Meeting. This would reduce the passing back and forth of microphones and movement among

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participants. The Board felt that this would be a good idea and that DeVasto would be best suited to make the motions.

There was further discussion about Town Meeting set up and process.

Wilson was concerned about notifying voters of a cancellation and rain date, should that occur. Silverman noted that the rain dates are online, and the Town could utilize the reverse-911 system, Town website, and signs to notify voters if the meeting date should change.

Carlson briefly rejoined the call and asked about concern of the length of the meeting; Silverman assured that he would take all necessary and appropriate steps to ensure that business is conducted but that people do not speak for too long if it is unnecessary.

Silverman announced the Pre-Election Forum on Monday, August 31, at 5 PM on Zoom, and the Pre-Town Meeting Forum on Wednesday, September 9, at 7 PM also on Zoom.

***National Park Service Land Exchange [Wilson]***

Carlstrom and Lauren McKean, Park Planner, were present from the Park and Carole Ridley was present from Ridley & Associates. Carlstrom said this land exchange is regarding the Herring River Restoration project, specifically to address low-lying roads. He then described the process of a land exchange which can take place under the Memorandum of Understanding between the Town and the Seashore. Carlstrom mentioned there were a few options.

Wilson said that this is where the Board identifies what is possible and she that the Board would need to discuss it carefully. Wilson was glad to hear that there were options, as mentioned by Carlstrom. Curley asked about the size of the land; Carlstrom said about 2.5 acres at just the High Toss Road exchange. Curley asked about Bound Brook; Carlstrom said there were a few options there. Wilson said there are sections along High Toss Road as well as along 3 other low-lying roads that need to be raised, but there was no exact number of square feet or acreage. Wilson also noted that the Park and the Miller-Frederickson’s will be working on an exchange as well. Carlstrom said the exact acreage for the project is not known but is in the ballpark of 2-4 acres. There was further discussion.

Curley asked why the exchange was taking place with High Toss Road; Carlstrom explained that it needs to be raised to accommodate the Herring River Restoration project. Wilson described the purpose and project further. Curley asked to see other possible options; Carlstrom said the Landing Strip, a parcel at the COA, and a parcel at the Gut, are parcels the Park is willing to discuss. Ridley said the Herring River Executive Council has been discussing the High Toss Road area in recent meetings. She then discussed the project design.

McKean said there are 40 parcels between these four roads up for discussion: Pole Dike, Bound Brook Island, Old County, and High Toss. She said a final list should be available within the next month.

Carlson asked for more information about the Herring River Executive Council and their authority in discussing this, as well as those involved in the land exchange discussions. There was further discussion about the process.

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***Discussion of Process for Mail-In Voting and the Importance of Completing the 2020 Census [Reinhart]***

Reinhart provided a brief update about mail-in voting and the Census:

- Census: August 5, Wellfleet is at a 30.1% response rate
  - Due date is now September 30
  - Complete online (2020census.gov), by mail, or by phone (844-330-2020)
- Mail-in Voting: deadline to apply is August 26
- Early voting in person this week: 8:00 am to Noon and then 1:00 pm to 4pm; please come to the front doors (facing Main Street), the back door is open for handicapped accessibility. Other Town departments are open by appointment only, please be respectful. Masks are required.
- Early Voting – Primary: There will be two weeks (and two weekends) of in person early voting for the Presidential Election, October 17<sup>th</sup> -30<sup>th</sup>. The weekend hours will be from 10am- Noon. Weekday hours will be regular office hours (8-12 Noon/1-4 PM).
- Further information about the Census and Voting can be acquired from Jennifer Congel, Town Clerk at 508-349-0301 and [TownClerk@wellfleet-ma.gov](mailto:TownClerk@wellfleet-ma.gov)

***Schedule for Installation of a Memorial Bench for Arthur Medici at Newcomb Hollow Beach – Cape Cod Ocean Community***

Heather Doyle, of the Cape Cod Ocean Community, was present. She described the bench for Arthur Medici, who lost his life in a shark attack in 2018, which her group raised funds to purchase. Wilson clarified that the DPW would decide where to place the bench.

- DeVasto moved to permit the scheduling for the installation of a memorial bench for Arthur Medici at Newcomb Hollow Beach, as authorized at the August 27, 2019 meeting of the Selectboard, by the Cape Cod Ocean Community with the approval of the Wellfleet Department of Public Works and Wellfleet Beach Department.
- Reinhart seconded, and the motion carried 5-0.

***Response to letter from the Cemetery Commission, dated August 10, 2020, re: Support for CPC Funding for Wellfleet Cemetery Commission (Warrant Article 16)***

DeVasto felt the letter came off as if the Board felt the work done by the Commissioners to restore the headstone in the past was disrespectful to the dead.

- DeVasto moved that the Selectboard send a letter to the Cemetery Commission, as drafted by Selectman Curley with proposed, in response to their letter dated August 10, 2020, about Support for CPC Funding for Wellfleet Cemetery Commission, Warrant Article 16.
- Curley seconded, and the motion carried 5-0.

**SELECTBOARD REPORTS**

- Wilson: APCC testing water in ponds
- Wilson: worked with Moderator Silverman to discuss language of the warrant article regarding the water system upgrade

**TOWN ADMINISTRATOR’S REPORT**

This report is for the period August 8 through August 21, 2020.

1. General

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- 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.
  - Town Administrator plans to work in person on Tuesday afternoons and on Wednesdays until mid-afternoon
  - Plans continue for holding Annual Town Meeting on September 12 at the elementary school ballfield
2. Fiscal Matters
- Monitoring events as they relate to finances.
3. Meetings – Most meetings are via conference call/Zoom
- Continue general introduction meetings with staff
  - August 13-Herring River Executive Council
  - August 17-Jill McLaughlin, Stantec, re Route 6 project
  - August 19-Emergency Management Team
  - August 19-Concerned Citizens for a Sensible Wellfleet Bikeway-re Rail trail extension project
  - August 19-Lower Cape Managers re Comcast agreements
  - August 19-Tim Smith, NPS ecologist re High Toss Road/Herring River Restoration options
  - August 20-Dredging Task Force-harbor dredging project
4. Complaints.
- None
5. Personnel Matters:
- None

**TOPICS FOR FUTURE DISCUSSION**

- Wilson: policy reviews, revisions, and updates
- Wilson: correspondence policy
- Reinhart: Bike and Walkways Committee presentation of alternative bike path plan
- Curley: Planning Board meetings
- Carlson: Emergency Management Team meetings

**CORRESPONDENCE REPORT**

- Wilson: letter from the Bartletts

**MINUTES**

***August 11, 2020***

- Reinhart moved to approve the minutes of August 11, 2020 as printed.
- DeVasto seconded, and the motion carried 4-0-1, with Wilson abstained.

**ADJOURNMENT**

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

The meeting adjourned at 10:30pm.



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Respectfully submitted,

Courtney Butler,  
Secretary

Public Records Documents available as of 8/25/2020:

1. Public Hearing Papers for Transfer of Shellfish Grant #2008-01 from Ralph W. Bassett to Ralph W. Bassett and Russell A. Junkins;
2. Presentation materials from Stantec: 25% Construction Plans and letter dated July 24, 2020, re: Route 6 at Main Street Intersection Improvements, Wellfleet, MA;
3. Minutes from October 22, 2014 minutes with DOT and Stantec;
4. Memo from the Town Administrator dated August 14, 2020, re: Approval of 1/12<sup>th</sup> Budget for September 2020;
5. Memo from the Beach Administrator, dated August 14, re: Fees for Beach Stickers after Labor Day;
6. Appointment papers for John Riehl and Sharon Inger
7. Information sheet from the Town Moderator, “What to Expect When Expecting to Attend the 2020 Annual Town Meeting”;
8. Memo from the Moderator, re: Town Meeting Expectations
9. Supporting Documents for NPS Land Exchange: Assessor’s Map 42, Exchange Checklist, Impact Maps;
10. Request from Heather Doyle, Cape Cod Ocean Community, to install memorial bench for Arthur Medici at Newcomb Hollow;
11. Minutes of the August 27, 2019 Selectboard meeting;
12. Draft letter from the Board to the MA Dept. of Conservation and Recreation, re: Rail Trail Extension
13. Town Administrator’s Report
14. Correspondence Report
15. Letter from David Agger, received August 7, 2020, re: Support for CPC Cemetery Commission Funding
16. Draft minutes of the July 28, and August 4, 2020 meetings.



## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: September 8, 2020

XII

### ADJOURNMENT

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