



Wellfleet Selectboard

Note: Start Time of 6pm

The Wellfleet Selectboard will hold a public meeting on **Tuesday, April 13, 2021, at 6:00 p.m.** **This meeting will be held via Zoom Video Conference** in accordance with the temporary suspension and enhancement of the Open Meeting Law requirements by Governor Baker. Instructions for a Zoom video conference meeting which also allows phone dial-in are given below:

1. Watch a livestream on Wellfleet's YouTube Channel located at the following link:
www.youtube.com/c/wellfleettownmedia.
2. Join the meeting hosted in Zoom by using the following link:
<https://us02web.zoom.us/j/85689604806?pwd=blpVFFBZzViQ0xNWkZKMm9iMVdrdz09>
Audio, video, chat, and screen sharing functions will be disabled during the public session. Request to participate by using the "raise hand" function. **Meeting ID: 856 8960 4806 | Passcode: 611877**
 - a. Raise hand in smartphone app – touch bottom of your screen and select "more" - hit "raise hand" button
 - b. Raise hand on computer – hit "participants" button on bottom of screen – hit "raise hand" button on bottom of participants panel
 - c. Please make sure you properly identify yourself before speaking, rename yourself by selecting the participants button and choosing "more" (or by holding down on your name on a smartphone app) and selecting "rename" - full, legal names only.
 - d. Please join the meeting on time.
3. You may also listen to the meeting by calling in on a phone to +1 929 205 6099 and enter **Meeting ID: 856 8960 4806 | Passcode: 611877** Landline callers can participate by **dialing *9 to raise their hand**.
4. You may submit questions and comments to the Town using the following email:
executive.assistant@wellfleet-ma.gov Comments made during the meeting via e-mail will be sent to Selectboard members AFTER the meeting.
5. Meeting materials are attached to this agenda, available online at Wellfleet-ma.gov. It is recommended that phone participants access materials in advance of the meeting.
6. **Please follow the following general instructions:**
 - a. Keep your phone muted at all times when not talking; no one is allowed to unmute themselves during the meeting.
 - i. Selectboard meetings are NOT interactive. If public comments are allowed that's all, comments only, not questions.
 - ii. If the Chair is allowing comments during the meeting the number of comments will be limited and may be **no longer than one minute**.
 - b. Do not use speakerphone; do not use Bluetooth devices; mute all background noise.
 - c. Please do not speak until the Chair asks for public comments or questions and you have been recognized by the moderator and unmuted.
 - d. After the business section is complete no public comments are permitted. Future agenda items are from the Selectboard, no one else.
7. It is anticipated that the meeting will be recorded by the Town. Anyone else desiring to record the meeting may do so only after notifying the chair and may not interfere with the conduct of the meeting in doing so.

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. **COVID-19 Updates and Recommendations**
- III. **Public Hearings**
 - A. Flying Fish Café; Amend liquor license.
 - B. Lobster and Chowder House; New seasonal all alcohol license
 - C. Chequessett Yacht & Country Club (2); Change of Manager.
** All have approval from Police, Fire, Building and Health Departments.*
- IV. **Licenses**
 - A. **Common Victualler:**
 - Lobster & Chowder House
 - Wellfleet Cinemas
 - Wellfleet Drive In & Flea Market
 - Wellfleet Miniature Golf, Dairy Bar & Grill
 - B. **Weekday Entertainment:**
 - Wellfleet Cinemas
 - Wellfleet Drive-In and Flea Market
 - Wellfleet Miniature Golf, Dairy Bar & Grill
- V. **Use of Town Property**
 - A. Pearl Restaurant; Use of Town Property for outdoor dining.
- VI. **Board/Committee Appointments and Updates**
- VII. **Business**
 - A. Wellfleet Motel & Lodge – Request for same outdoor dining as last year
 - B. Pearl Restaurant; Approve seasonal all alcohol license renewal.
** All have approval from Police, Fire, Building and Health Departments.*
 - C. New ADU Bylaw – Local Housing Partnership
 - D. Paid Parking at Beaches – Suzanne Grout Thomas
 - E. Warrant Article to be approve – Natural Resources Advisory Board
 - F. Update on Harbor Dredging Project, Contract approval for lobbyist– Joe Aberdale
 - G. Warrant Article to be approved – Shellfish Constable Nancy Civetta
 - H. Water Enterprise 2022 budget – Jim Hood Chair of Board of Water Commissioners
 - I. Capital Budget – Selectboard and Department Heads.
 - J. Place Warrant Articles
- VIII. **Selectboard Reports**
- IX. **Town Administrator’s Report**
- X. **Topics for Future Discussion**
- XI. **Correspondence and Vacancy Reports**
- XII. **Minutes**
 - A. Tuesday March 9, 2021
 - B. Tuesday March 23, 2021
 - C. Monday April 5,2021
- XIII. **Adjournment**



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

II

COVID-19 UPDATES AND RECOMMENDATIONS

REQUESTED BY:	Chair DeVasto/Health Agent Lemos
DESIRED ACTION:	Discuss any new updates or information
PROPOSED MOTION:	TBD
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

III

PUBLIC HEARINGS ~ A

REQUESTED BY:	Principal Clerk
DESIRED ACTION:	To approve the change of description of premises
PROPOSED MOTION:	I move to approve the change of description of premises for The Flying Fish Café application dated March 8, 2021
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

BOARD OF SELECTMEN
TOWN OF WELLFLEET

Checked

APPLICATION PROCESSING FORM FOR LIQUOR LICENSE

Applicant: Fobro Inc., dba The Flying Fish Café

Sarah Robin, Manager

Address: 29 Briar Lane

Date Received: March 8, 2021 11:50 a.m.

Application for: (check one)

- Restaurant - all alcohol
- Restaurant - beer & wine
- Package Store - all alcohol
- Package Store - beer & wine
- Innholder - all alcohol
- Innholder - beer & wine
- New License
- Transfer of License
- Transfer of Stock
- New Officers/Directors/Stockholders
- Change in Description of Premises**
- Seasonal to Annual
- Change of Manager
- Change of Hours

Police: *MHA* Date: 3/23/2021 Comments: *OK*

Fire: *R. Kelly* Date: 3/15/2021 Comments: *OK*

Health: *LJL* Date: 3/5/21 Comments: *✓*

Zoning: *AK* Date: 3/30/2021 Comments: *- OK -*



La Tanzi
Spaulding
& Landreth

8 Cardinal Lane
Orleans

14 Center Street, Suite 4
Provincetown

3010 Main Street, Suite 2E
Barnstable

Benjamin E. Zehnder
Direct Tel: 508.255.2133 ext. 128
bzehnder@latanzi.com

March 8, 2021

Principal Clerk Jeanne Maclauchlan
Wellfleet Town Hall
300 Main Street
Wellfleet, MA 02667

Via hand delivery

Re: ABCC Application for Alteration of Premises / 29 Briar Lane

Dear Ms. Maclauchlan:

I represent Sarah R. Robin and Fobro, Inc. d/b/a The Flying Fish Café with regard to an application to the ABCC to alter the licensed premises at 29 Briar Lane. Please find enclosed the following documents:

1. Check No. 13217 in the amount of \$50.00 payable to the Town of Wellfleet;
2. Monetary Transmittal Form with payment receipt;
3. Amendment Application for Alteration of Premises;
4. Fobro, Inc. Corporate Vote;
5. Affidavit of Sarah R. Robin;
6. Construction Cost Estimate by Swaby Construction LLC;
7. Fobro, Inc. Corporate Checking Statement – Account *681;
8. Lease of Commercial Property;
9. Assessor's Field Card for Map 14, Parcel 26;
10. Assessor's Map 14 (detail);
11. Deed dated March 12, 2004;
12. Deed dated April 27, 2006;
13. Plan Book 390, Page 66;
14. Floor Plans of Proposed Licensed Premises at 29 Briar Lane.

Kindly notify me when this application is scheduled for hearing by the Select Board and, if necessary, any additional information or documentation you require. Thank you for your assistance.

Very truly yours,

Benjamin E. Zehnder

Enc.
cc: Sarah R. Robin (via email)

A Legal Beacon since 1969



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

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
 MONETARY TRANSMITTAL FORM

AMENDMENT-Change or Alteration of Premises Information

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

Please make \$200.00 payment here: ABCC PAYMENT WEBSITE

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE PAYMENT RECEIPT

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

ENTITY/ LICENSEE NAME

ADDRESS

CITY/TOWN STATE ZIP CODE

For the following transactions (Check all that apply):

- New License
- Change Corporate Name
- Change of Class (i.e. Annual / Seasonal)
- Change Corporate Structure (i.e. Corp / LLC)
- Transfer of License
- Change of DBA
- Change of License Type (i.e. club / restaurant)
- Change of Hours
- Change of Manager
- Alteration of Licensed Premises
- Change of Category (i.e. All Alcohol/Wine, Malt)
- Pledge of Collateral (i.e. License/Stock)
- Change of Officers/Directors
- Change of Location
- Issuance/Transfer of Stock/New Stockholder
- Management/Operating Agreement
- Change of Ownership Interest
- Other

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL FORM ALONG WITH COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3
 Chelsea, MA 02150-2358



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

AMENDMENT-Change or Alteration of Premises Information

Change of Location

- Chg of Location/Alteration of Premises Application
- Financial Statement
- Vote of the Entity
- Supporting financial records
- Legal Right to Occupy
- Floor Plan
- Abutter's Notification
- Advertisement

Alteration of Premises

- Chg of Location/Alteration of Premises Application
- Financial Statement
- Vote of the Entity
- Supporting financial records
- Legal Right to Occupy
- Floor Plan
- Abutter's Notification
- Advertisement

1. BUSINESS ENTITY INFORMATION

Entity Name	Municipality	ABCC License Number
FOBRO, INC.	WELLFLEET	134800033

Please provide a narrative overview of the transaction(s) being applied for. Attach additional pages, if necessary.

Applicant seeks approval to alter and increase the licensed premises, by including a newly constructed addition to an existing outdoor deck, and an outdoor service counter.

APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.

Name	Title	Email	Phone
BENJAMIN E. ZEHNDER	ATTORNEY	bzehnder@latanzi.com	(508) 255-2133 ext. 128

2. ALTERATION OF PREMISES

2A. DESCRIPTION OF ALTERATIONS

Please summarize the details of the alterations and highlight any specific changes from the last-approved premises.

The currently licensed premises include a 1,200 sq. ft. basement, a 1,457 sq. ft. first (ground) floor, and a 1,526 sq. ft. attached outdoor deck. The applicant seeks approval to include a newly constructed 480 sq. ft. addition to the outdoor deck, and a outdoor service counter, to the licensed premises.

2B. PROPOSED DESCRIPTION OF PREMISES

Please provide a complete description of the proposed premises, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. You must also submit a floor plan.

Two story building with basement; 4 entrance / exits; first floor containing 1,457 sq. ft. with 28 seats in dining room with retail bakery space, dining / bar, kitchen, restaurant; outdoor deck / patio area containing appr. 2,006 sq. ft. with benches, porch and to go food service area; basement containing 1,200 sq. ft. with bakery, walk-in, wash area, and storage areas.

Total Sq. Footage	4,663	Seating Capacity	28	Occupancy Number	28
Number of Entrances	4	Number of Exits	4	Number of Floors	2

AMENDMENT-Change or Alteration of Premises Information

3. CHANGE OF LOCATION

3A. PREMISES LOCATION

Last-Approved Street Address

Proposed Street Address

3B. DESCRIPTION OF PREMISES

Please provide a complete description of the premises to be licensed, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. You must also submit a floor plan.

Total Sq. Footage

Seating Capacity

Occupancy Number

Number of Entrances

Number of Exits

Number of Floors

3C. OCCUPANCY OF PREMISES

Please complete all fields in this section. Please provide proof of legal occupancy of the premises. (E.g. Deed, lease, letter of intent)

Please indicate by what means the applicant has to occupy the premises

Lease

Landlord Name

SARAH R. ROBIN

Landlord Phone

(774) 216-0932

Landlord Email

sarahrobin1969@gmail.com

Landlord Address

P.O. BOX 688; 29 BRIAR LANE WELLFLEET, MA 02667

Lease Beginning Date

1/1/2019

Rent per Month

Lease Ending Date

12/31/2023

Rent per Year

60,000

Will the Landlord receive revenue based on percentage of alcohol sales?

Yes No

APPLICANT'S STATEMENT

I, SARAH ROBIN the: sole proprietor; partner; corporate principal; LLC/LLP manager
Authorized Signatory

of FOBRO, INC.
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature: 

Date: 1/12/2021

Title: PRES., TREAS., SOLE DIRECTOR / FOBRO, INC.

CORPORATE VOTE

The Board of Directors or LLC Managers of
Entity Name

duly voted to apply to the Licensing Authority of and the
City/Town

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on
Date of Meeting

For the following transactions (Check all that apply):

- Alteration of Licensed Premises
- Change of Location
- Other

"VOTED: To authorize
Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted."

A true copy attest,


Corporate Officer /LLC Manager Signature

SARAH ROBIN
(Print Name)

For Corporations ONLY

A true copy attest,


Corporation Clerk's Signature


SARAH ROBIN
(Print Name)

AFFIDAVIT OF SARAH R. ROBIN

I state the following facts, known to me personally, under the penalties of perjury:

1. My name is Sarah R. Robin.
2. I own the real property at 29 Briar Lane in Wellfleet, Barnstable County, Massachusetts, which is improved with a two-story commercial use building.
3. I am the president, treasurer, secretary, and sole director of Fobro, Inc., a Massachusetts domestic profit corporation. Fobro, Inc. leases my property at 29 Briar Lane and operates a restaurant and bakery business there, d/b/a "The Flying Fish Café." I am the sole shareholder in Fobro, Inc.
4. I am the general manager of The Flying Fish Café, and also the licensed manager for the Commonwealth of Massachusetts A.B.C.C. all-alcohol / restaurant / seasonal license issued for the premises, License No. 134800033.
5. There is currently an outdoor deck at The Flying Fish Café, which is part of the licensed area under the A.B.C.C. license.
6. I have filed an application with the Wellfleet Zoning Board of Appeals to construct a 480 sq. ft. addition to the existing outdoor deck. If the application is approved, after construction is finished I intend to use the additional deck area for customer seating, and wish to have alcohol service available there, which is the reason for the current application to amend License No. 134800033.
7. I do not expect to incur any real property, business purchase, start up / operating capital, or goodwill costs, as the real estate is owned by me personally, and the business has been owned and operated by my business since 2004. I anticipate spending approximately \$18,610.00 in costs to construct the deck addition and service bar and furnish and equip it, plus approximately \$500.00 in costs for additional inventory to service the expanded licensed deck area.
8. I will pay for these expected costs with funds from my Seamen's Bank corporate checking account ending in *681. A redacted statement for that account, showing an account balance of \$17,780.54 as of December 30, 2020, is filed with the application accompanying this affidavit. In the event that any additional funds are necessary to pay the previously noted costs, above and beyond the funds in my corporate checking account, I will supply such funds from my personal savings.

Signed under the penalties of perjury this 12 day of January, 2021.



Sarah R. Robin

LEASE OF COMMERCIAL PROPERTY

This indenture made this 1st day of January, 2019, by and between **SARAH R. ROBIN**, of P.O. Box 688, 29 Briar Lane, Wellfleet, MA 02667 (“Lessor”), and **FOBRO, INC.**, also of P.O. Box 688, 29 Briar Lane, Wellfleet, MA 02667 (“Lessee”);

Witnesseth, that in consideration of the rent herein reserved and the mutual covenants herein contained on the part of the Lessee and her heirs, executors, administrators and assigns, to be paid, performed and observed, the Lessor does hereby demise and lease unto the Lessee the land and buildings thereon located at **29 BRIAR LANE, WELLFLEET, MASSACHUSETTS 02667** (“Premises”).

To have and to hold the Premises hereby unto the Lessee and their executors, administrators and assigns, for the term of Five (1) Years, commencing on **January 1, 2019** and ending on **December 31, 2023**, unless sooner terminated or extended as provided herein. This lease is made and accepted upon the following terms, covenants and conditions:

1. **RENT**

The Lessee covenants and agrees to pay to the Lessor without demand, at such place or places as the Lessor shall from time to time designate, the rent for said Premises in the amounts and at the times as follows: rent shall be \$300,000.00, payable in equal yearly installments of \$60,000.00, with the first installment due January 1, 2019, and with subsequent payments due on the first day of each year during the term of this Lease, in advance.

All payments required to be paid by Lessee to Lessor shall be made payable to the order of Lessor or its designee, and all such payments and all reports required to be delivered by Lessee to Lessor shall be delivered to the mailing address of Lessor as above-mentioned, or at such other place as Lessor may from time to time designate, without any prior demand.

2. **PAYMENTS IN ADDITION TO THE RENT FOR TAXES, UTILITIES, INSURANCE AND MAINTENANCE**

Lessee will be responsible for all real estate and personal property tax payments. Except as set forth herein, all maintenance and repairs to the buildings are the responsibility of the Lessee. The Lessor will not undertake any repairs or alterations to the building which would alter the present use of the buildings, or expect to be reimbursed for any such repairs or alterations, without the written permission of the Lessee. Lessee agrees to pay in addition to the rent aforesaid such amounts as are necessary for the costs of all utilities and maintenance, including any necessary repairs to the buildings, including the roof, maintaining the parking lot, water, the pumping of and any repairs to or replacement of the septic system, garbage removal and snow plowing. Lessee agrees to put all utilities, contracts for garbage removal, snow plowing, septic pumping or other types of maintenance in its own name. Lessee shall also maintain extended coverage on the buildings for their

full replacement value, or for the maximum obtainable, whichever is less. Said policy shall insure Lessee and Lessor as their interests may appear. Lessee shall also maintain general liability insurance in an amount not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate, also naming Lessee and Lessor as insured.

3. **SIGNS AND ALTERATIONS**

Lessee shall have the right to make repairs, renovations, or structural alterations to the buildings on the property, after first obtaining the consent of the Lessor, which consent shall not be unreasonably withheld or delayed. The Lessee shall also have the right to affix suitable signs to the exterior of the Premises within municipal requirements. The Lessor hereby agrees Lessee may continue to use existing signs to be reworded as needed by Lessee.

4. **ASSIGNING AND SUBLETTING**

Lessee shall not assign this Lease in whole or in part, or sublet all or any part of the Premises without the written consent of the Lessor first having been obtained, which consent shall not be unreasonably withheld.

5. **LESSEE'S USE OF PREMISES**

Lessee shall use the commercial buildings on the Premises for the purpose of conducting the business of a restaurant and such other and related businesses as the parties may agree upon.

6. **MAINTENANCE OF BUILDINGS**

- A. In the event of damage to the Premises or any portion thereof, including the buildings thereon, or damage to the electrical or plumbing systems, parking area, septic system and HVAC system, such damage shall be repaired at the sole cost and expense of the Lessee. Lessee shall provide to Lessor each year during the term of the Lease the septic system inspection report; proof of the septic system having been pumped and the grease trap having been cleaned, along with copies of the alcoholic beverages license and all licenses pertaining to food service issued by the Town of Wellfleet.
- B. The Lessee agrees to keep and maintain in as good order, condition, and repair as the same now are the Premises and every part thereof, except as hereinbefore provided and except for fire, unavoidable casualty and reasonable wear and tear. The Lessee, its employees or agents shall not mark, paint, drill or in any way deface any walls, ceilings, partitions, floors, wood, stone or iron work, except as provided in Paragraph 3, but Lessee shall have the right to install trade fixtures with the consent of the Lessor, which consent will not be unreasonably withheld.

7. **KEEPING PREMISES CLEARED**

Lessee shall be responsible for providing rubbish removal, snow and ice removal on parking areas, walkways and access to walkways.

8. **NOTICES**

Whenever in this Lease it shall be required or permitted that notice or demand is given or served by either party to this Lease to the other, such notice or demand shall be given or served and shall not be deemed to have been duly given or served unless in writing and forwarded by certified or registered mail addressed as follows:

To the Lessor: Sarah R. Robin
P.O. Box 688
29 Briar Lane
Wellfleet, MA 02667

To the Lessee: Fobro, Inc.
P.O. Box 688
29 Briar Lane
Wellfleet, MA 02667

9. **ATTORNEY'S FEES**

In the event of default by the Lessee, the Lessee will pay to the Lessor reasonable attorney's fees paid or incurred by the Lessor for enforcing the Lessee's terms, provisions, covenants, conditions and agreements, or any of them herein contained, including reasonable attorney's fees incurred in proceedings to collect rent or to evict the Lessee, provided the Lessor is not then in default, and provided further that any proceedings commenced by the Lessor are adjudicated in its favor. The Lessor shall pay Lessee's reasonable attorney's fees if Lessee prevails in any action.

10. **QUIET ENJOYMENT**

The Lessor covenants and agrees with the Lessee that in consideration of the Lessee paying the rents as aforesaid and performing and observing the covenants and agreements herein contained on its part to be performed, the Lessee shall peaceably hold and enjoy the said Premises hereinbefore described without hindrance or interruption by the Lessor or any persons claiming under it.

11. **LESSOR'S INSPECTION OF PREMISES**

Lessee shall permit the Lessor, its agents, employees and contractors to enter the Premises and all parts hereof during business hours to inspect the same and to enforce or carry out any provisions in this agreement upon reasonable notice.

12. **FIXTURES AND ALTERATIONS TO BECOME PROPERTY OF LESSOR**

It is understood and agreed between the parties that any alterations or additions to the Premises, including, but not limited to wall-to-wall carpeting, shall become the property of the Lessor. Lessee shall have the right to install personal property, trade fixtures, and equipment on or in said Premises and shall have the right to remove such personal property and trade fixtures at the expiration or earlier termination of this Lease, provided, however, that such removal shall not cause injury to the Premises or the buildings of which the Premises are a part.

13. **DEFAULTS BY LESSEE**

- A. If the Lessee defaults on fulfilling any of the covenants of this Lease other than the covenant for the payment of rent and such default shall not be made good within THIRTY (30) days after written notice and demand, or if the default is of such a character as to require more than THIRTY (30) days to cure and the Lessee fails to proceed diligently to cure such default or if the estate hereby created shall be taken on execution or by other process of law or if the Lessee shall be declared bankrupt or insolvent according to law, the Lessor may give the Lessee THIRTY (30) days notice of intention to end the term of this Lease, and thereupon, at the expiration of said THIRTY (30) days, the term under this Lease shall expire as fully and completely as if that day were the day herein definitely fixed for the expiration of said term, and the Lessee shall then quit and surrender the Premises to the Lessor.
- B. If the Lessee defaults in the payment of the rent reserved herein or any part thereof, and such default is not corrected within FOURTEEN (14) days after notice thereof, the Lessor may, without written notice, terminate this Lease and re-enter the Premises and dispossess the Lessee or other occupants of the Premises by judicial proceedings or otherwise and remove their effects and hold the Premises as if this Lease had not been made.
- C. The provisions of Paragraph A and B of this section are cumulative to and not in exclusion of, but are in addition, to, any other rights or remedy which may be available to the Lessor by law.
- D. In the event of any repossession of the Premises by the Lessor because of any default of the Lessee either under Paragraphs A and B of this section or by reason of any other right or remedy available to the Lessor, the Lessor may, if it so elects, re-let the Premises or any part hereof for the remainder of the term or for a longer or shorter period in the discretion of the Lessor.
- E. If the Lessor terminates the lease early, the Lessor's damages shall be limited to the amounts previously paid by the Lessee, any monthly payments that may be in arrears, and any physical damage to the property caused by Lessee.

14. **MANNER OF PAYMENT AND CONDITION OF PREMISES**

The Lessee does hereby covenant with the Lessor that it will, during said term and for such further time as it or any person or persons claiming under it shall hold the said Premises or part thereof, pay unto the Lessor the said rent at the times and in the manner aforesaid and will keep all and singular the said Premises, in such repair, order and condition as the same now are at the commencement of said term or may be put into during the continuance thereof, damage by fire or other unavoidable casualty and reasonable wear and tear excepted in accordance with Paragraph 3.

15. **EMINENT DOMAIN**

If the whole or any part of the Premises shall be taken under the power of eminent domain on or after February 1, 2019, the compensation award for the taking will be deducted from the purchase price of the Premises, as provided herein, and the monthly payments will be reduced equal ratio between the eminent domain award and said purchase price. If a portion of the award is designated as reimbursement for the cost of moving stock, fixtures, or equipment, or repairs needed to restore the part not taken, that portion of the award will be given to the Lessee to defray its expenses.

16. **LESSOR'S RIGHTS**

No mention in this Lease of any specific right or remedy shall preclude Lessor or Lessee from exercising any other right or from having any other remedy or from maintaining any action to which they may otherwise be entitled either at law or in equity; and the failure of the Lessor or Lessee to insist in any one or more instances upon a strict performance of any covenant of this Agreement or to exercise any option or rights herein contained shall not be construed as a waiver or relinquishment in the future of such covenant or right or option, but the same shall remain in full force and for the future unless the contrary is specified in writing by the Lessor or Lessee.

17. **MODIFICATION OF LEASE**

It is further understood and agreed that no modification or extension of this Lease shall be binding unless endorsed hereon by the parties hereto, which endorsement shall be properly executed in the same manner as the original Lease.

Lessee further covenants that it will, at the expiration of the term hereof, remove its goods and effects and those of any person claiming under it and will peaceably yield up to the Lessor the said Premises and all alterations and additions made to or upon the same (except Lessee's fixtures, as hereinbefore specified), in as good repair, order and condition in all respects as the same shall be at the time of occupancy by Lessee, or may be put into, damage by fire or other unavoidable casualty excepted and reasonable use and wear thereof excepted. The said Premises shall not be overloaded, damaged or defaced and no trade or occupation shall be carried on upon the Premises or use made thereof which shall be

improper, unlawful, noisy or offensive, or contrary to any of the laws of the Commonwealth of Massachusetts or of the by-laws or rules of the Town of Wellfleet for the time being in force, or which shall be dangerous to any person or property.

18. **LAWS, WASTE, OR NUISANCE**

Lessee shall, at its own cost and expense: (a) comply with any certificate of occupancy and all governmental laws, ordinances, orders and regulations affecting the Premises now or hereafter in force; (b) comply with and execute all rules, regulations and requirements of the Board of Fire Underwriters, Lessor's insurance companies and other organizations establishing rates; and (c) not suffer, permit or commit any waste or nuisance.

19. **INDEMNITY**

- A. Lessee does hereby indemnify Lessor and agrees to hold them harmless from suits, actions, damages, liability and expense in connection with loss of life, bodily or personal injury or property damage arising from or out of any occurrence in, upon, at or from the Premises or the occupancy or use by Lessee of said Premises or any part hereof, or occasioned wholly or in part by any act or omission of Lessee, its agents, contractors, employees, servants, invitees, licensees or concessionaires.
- B. Lessee shall store its property in and shall occupy the Premises and all other portions of the Premises at its own risk, and release Lessor, to the full extent permitted by law, from all claims of every kind resulting in loss of life, personal or bodily injury or property damage.
- C. Lessee shall give prompt notice to the Lessor in case of fire or accident in the Premises.

20. **FORCE MAJEURE**

Lessee shall be excused for the period of any delay in the performance of any obligations hereunder when prevented from performing by cause or causes beyond Lessee's control, which shall include, without limitation: all labor disputes, civil commotion: war, war-like operations, invasion, rebellion, hostilities, military or usurped power and sabotage; governmental regulations or controls; fire or other casualty; and acts of God.

21. **END OF TERM**

Lessee shall surrender the Premises, broom clean, in substantially equivalent condition as said Premises were upon delivery of possession thereto under this lease, reasonable wear and tear excepted (but without removing any of the improvements which under the terms hereof shall have become the property of Lessor), and shall deliver all keys and combinations to locks, safes and vaults to Lessor. Before surrendering said Premises, Lessee shall remove all of its personal property and moveable trade fixtures. Any alterations,

additions, improvements, or betterments in the Premises shall, upon the term of this lease, remain the property of Lessor without any claim whatever by Lessee with respect thereto. If Lessee fails to remove its personal property or moveable trade fixtures upon the expiration of this lease, said property shall, at the option of Lessor, either a) be deemed abandoned and shall become the property of Lessor; or b) Lessor shall have the right to remove and store said property at the expense of Lessee and hold Lessee responsible for any and all charges and expenses incurred thereby and sell at public auction or sale if not removed within ninety (90) days after notice to Lessee.

22. **TITLES OR HEADINGS NOT PART OF AGREEMENT**

It is mutually understood and agreed that the titles or headings of the paragraphs and subparagraphs of this lease are intended for purposes of identification only, and are not to be construed as part of the agreement between the parties.

IN WITNESS WHEREOF, the parties hereunto have set their hands and seals the date first above written.

Lessor: Sarah R. Robin

Lessee: Fobro, Inc.



Sarah R. Robin



Sarah R. Robin,
President,
Fobro, Inc.

Key: 1051

Town of WELLFLEET - Fiscal Year 2020

10/26/2019 10:57 am SEQ.#. 1,131

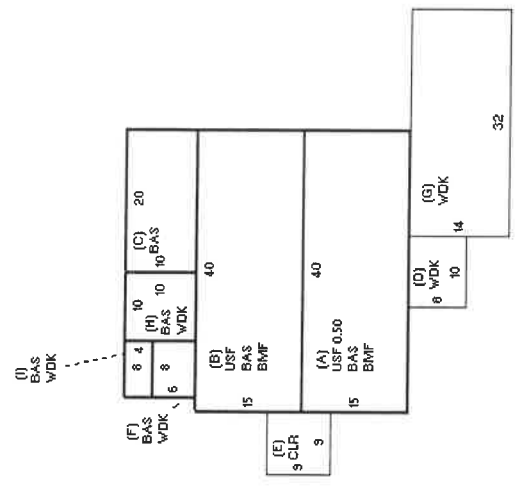
CURRENT OWNER		PARCEL ID		LOCATION		CLASS		CLASS%		DESCRIPTION		BN ID	BN	CARD	
ROBIN SARAH H PO BOX 688 WELLFLEET, MA 02667		14-26-0		29 BRIAR LANE		0310		60		MULTI-USE COM		1	1	1 of 1	
TRANSFER HISTORY		DOS	T	SALE PRICE	BK-PG (Cert)										
ROBIN SARAH H		04/28/2006	J	220,000	20851-236										
MCDONALD KRISTEN B &		03/12/2004	Q	445,000	18313-130										
FOLEY PATRICIA F TRUSTEE		06/09/1993	O	1,861,307											
CD	T	AC/SF/JUN	Nbhd	INFL1	INFL2	ADJ BASE	SAF	Scenic	Lpi	VC	CREDIT AMT	ADJ VALUE			
103	S	40,946 C	1.00 SH3	0.75	100	1.00	1.00	C2	1.00		227,660				

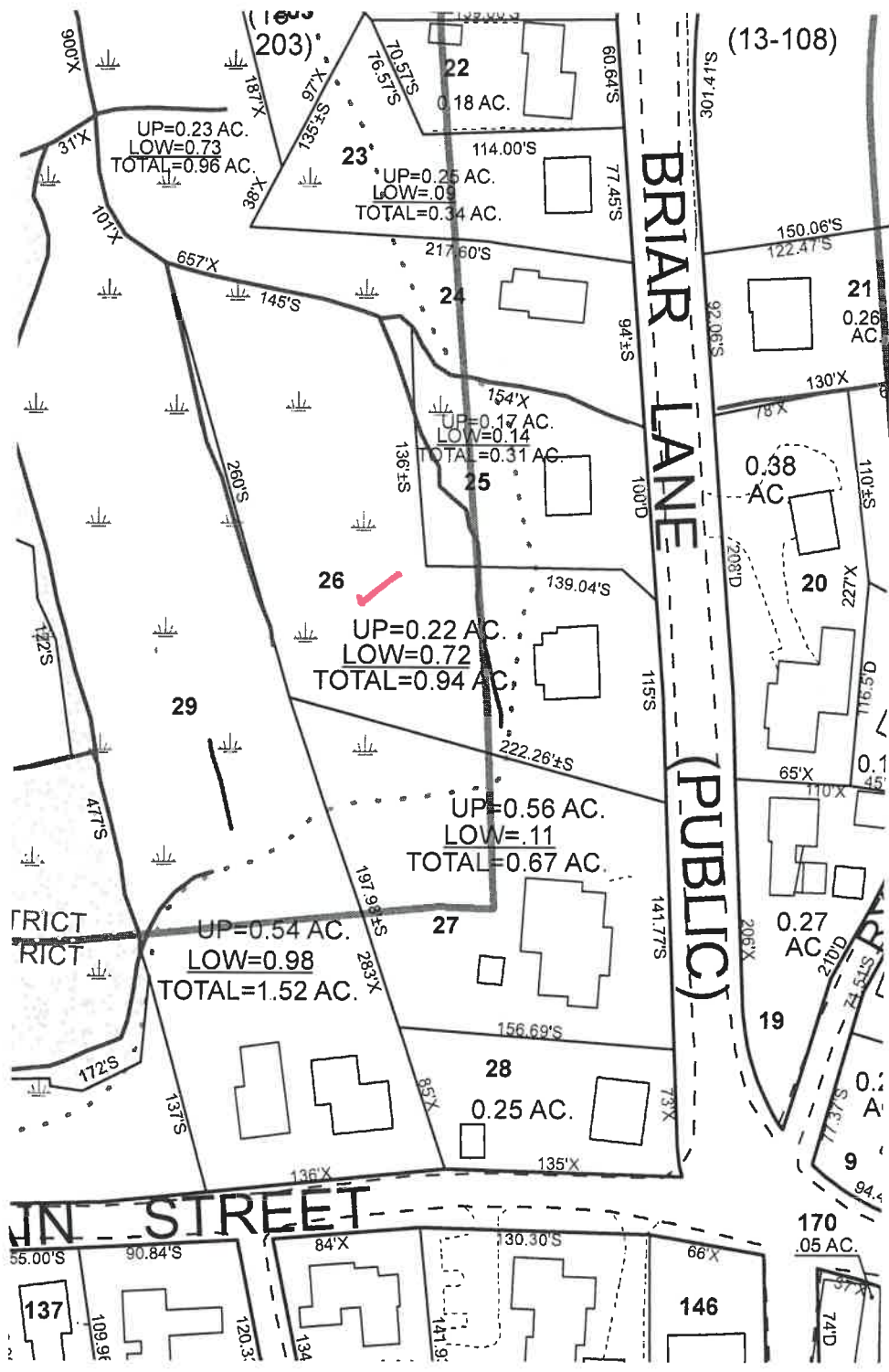
TOTAL		40,946 SF		FRNT		0		ZONING		CD		FRNT		0	
Nbhd	COMMERCIAL	N ASSOC PAR1=120-22 T6A-1/1 PARADNO2													
INFL1	SHAPE 75														
INFL2	NO ADJUST														
TY	QUAL	COND	DIM/NOTE	YB	UNITS	ADJ PRICE	RCNLD								
DDK	A	1.00	80	0.80	12X40	13.80	5,300								
SWZ	A	1.00	90	0.90	2X4	25.00	200								
ASSESSED		CURRENT		PREVIOUS											
LAND		227,700		223,300											
BUILDING		220,600		218,700											
DETACHED		5,500		5,500											
OTHER		0		0											
TOTAL		453,800		447,500											

PHOTO 08/16/2016

BLDG COMMENTS
FLYING FISH CAFE/handicap ramp nv

BUILDING	CD	ADJ	DESC	MEASURE	5/4/2016	RJM
MODEL	5		CIM	LIST	5/4/2016	EST
STYLE	39	2.09	RESTAURANT (64%)	REVIEW	8/28/2019	EMZ
QUALITY	+	1.10	GOOD-AVE+ (100%)			
FRAME	1	0.99	WOOD FRAME (100%)			
YEAR BLT	1963	SIZE ADJ	0.950			
NET AREA	2,480	DETAIL ADJ	1.995			
\$NLA(RCN)	\$156	OVERALL	1.000			
CAPACITY		UNITS	ADJ			
STORIES	2	100	1.00			
% HEATED	100	0	1.00			
% A/C	0	1.00	1.00			
% SPRINKLERS	0	1.00	1.00			
ELEMENT				CD		
FOUNDATION	4	BSMT WALL	1.00	ADJ		
EXTERIOR WALL	1	WOOD SHINGLES	1.00	1.00		
ROOF STRUCTURE	1	GABLE	1.00	1.00		
ROOF COVER	1	ASPH/COMP SHIN	1.00	1.00		
FLOORING	1	HARDWOOD	1.00	1.00		
INT FINISH	2	DRYWALL	1.02	1.00		
H.V.A.C.	1	FORCED AIR	1.00	1.00		
FUEL SOURCE	1	OIL	1.00	1.00		
S				BAT	T	DESCRIPTION
+	BMF	N	BSMT FIN	UNITS	YB	ADJ PRICE
+	BAS	L	BASE AREA	1,200	1963	76.53
+	USF	L	UP-STRY FIN	1,348	1963	109.68
+	C	L	BASE AREA	900	1963	109.68
+	WDK	N	WOOD DECK	200	2017	109.69
+	E	N	WOOD DECK	708	2017	29.19
+	CLR	N	COOLER	81	2018	31.80
+	I	L	BASE AREA	32	2018	109.69
TOTAL RCN				387,096		
CONDITION ELEM				CD		
EFF YRIAGE				1992 / 26		
COND				43	43	%
FUNC				0	0	
ECON				0	0	
DEPR				43	43	% GD
RCNLD				57		
TOTAL				\$220,600		





**WELLFLEET ASSESSOR'S MAP 14
DETAIL**

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 27 day of April, 2006.


Kristen B. McDonald

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss

On the 27 day of April, 2006, before me personally appeared the above **Kristen B. McDonald** named proved to me through satisfactory evidence of identification which was Diana Leone, to be the person whose name is signed on the preceding instrument, and she acknowledged to me that she signed said instrument voluntarily for its stated purpose.

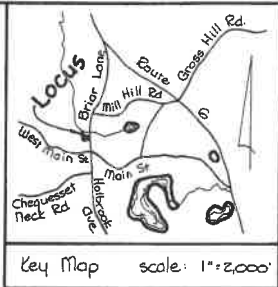


PATRICIA M. ROACH
Notary Public
Commonwealth of Massachusetts
My Commission Expires June 20, 2008


Notary Public

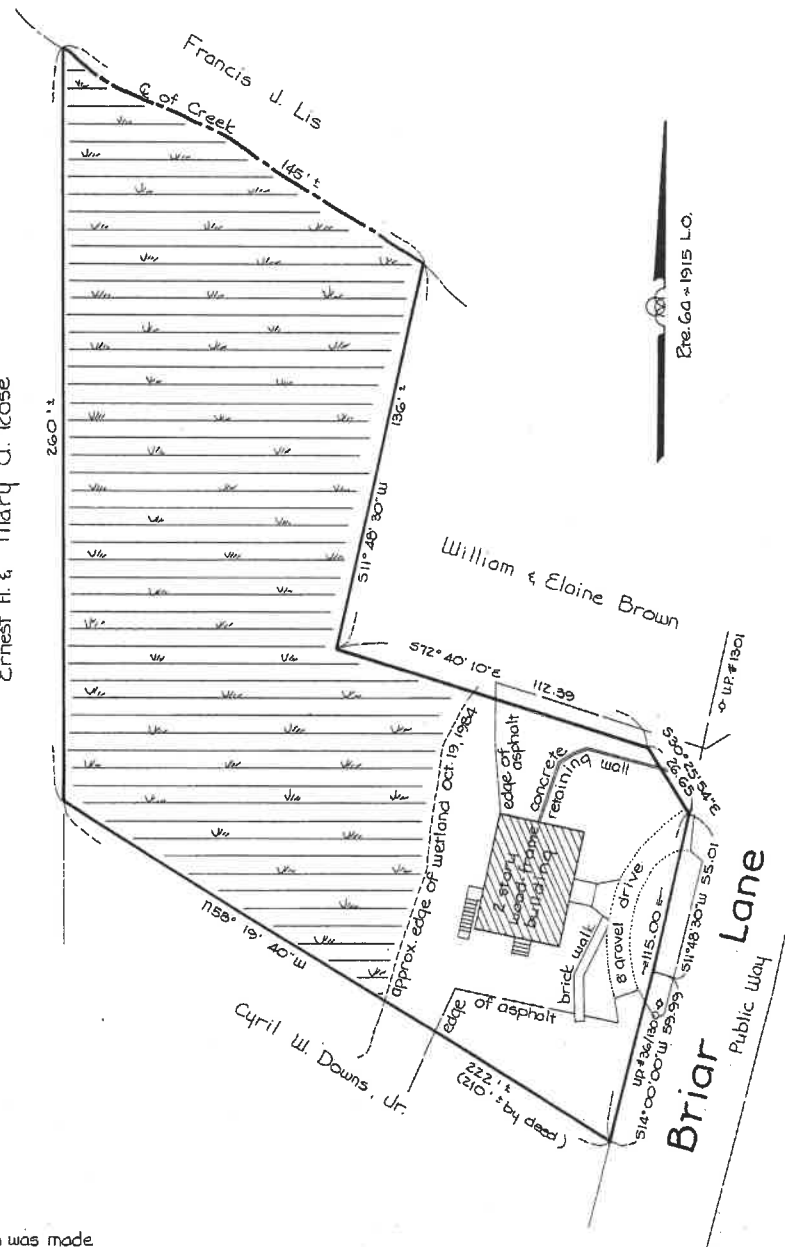
My commission expires:

(stamp/seal)



RECEIVED & RECORDED
 Nov 29 10 50 AM '84
 BARNSTABLE COUNTY
 REGISTRY DEPARTMENT
 STEPHEN J. BELL

Ernest H. & Mary C. Rose



Area:

Upland	- 10,395 ± s.f.	≈ 0.24 ± ac.
Wetland	- 30,672 ± s.f.	≈ 0.70 ± ac.
Total	- 41,067 ± s.f.	≈ 0.94 ± ac.

I certify that this plan was made in accordance with registry of deeds regulations effective 1 January 1976.

date: October 26, 1984
 r.s. [Signature]



Zone: "Central District"
 Reference: ...
 Casr's. Map 120-22; Pl. 16A
 D.B. 2685 / Pq. 208, D.B. 1319 / Pq. 690
 P.B. 252 / Pq. 75

Approval Not Required
 Wellfleet Planning Board
 date: Nov. 20, 1984
Janet L. Bell

Plan of Land
 in Wellfleet, Massachusetts

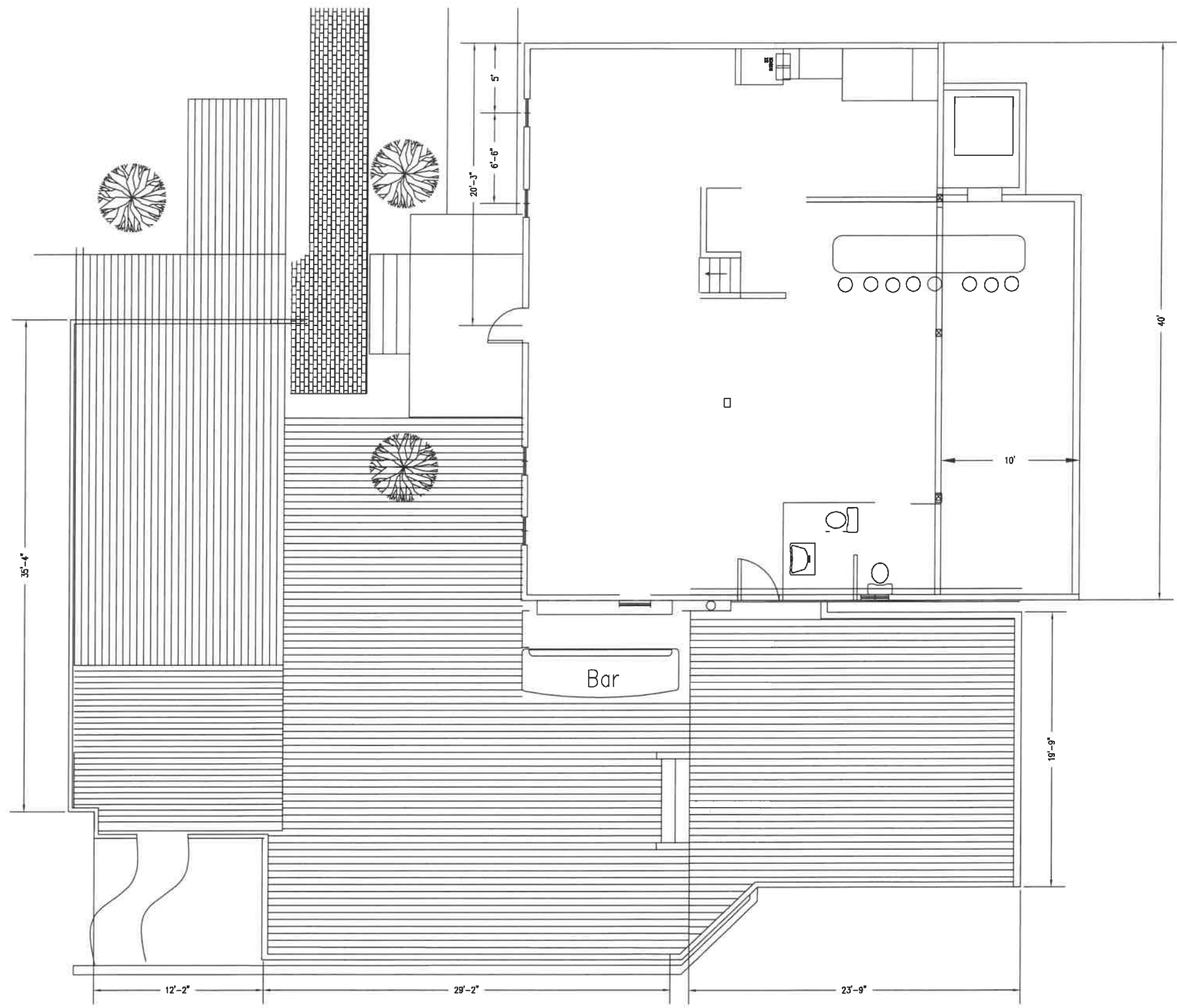
prepared for:
**Ralph & Sherry
 Boas**

26 October 1984
 scale: 1" = 30'

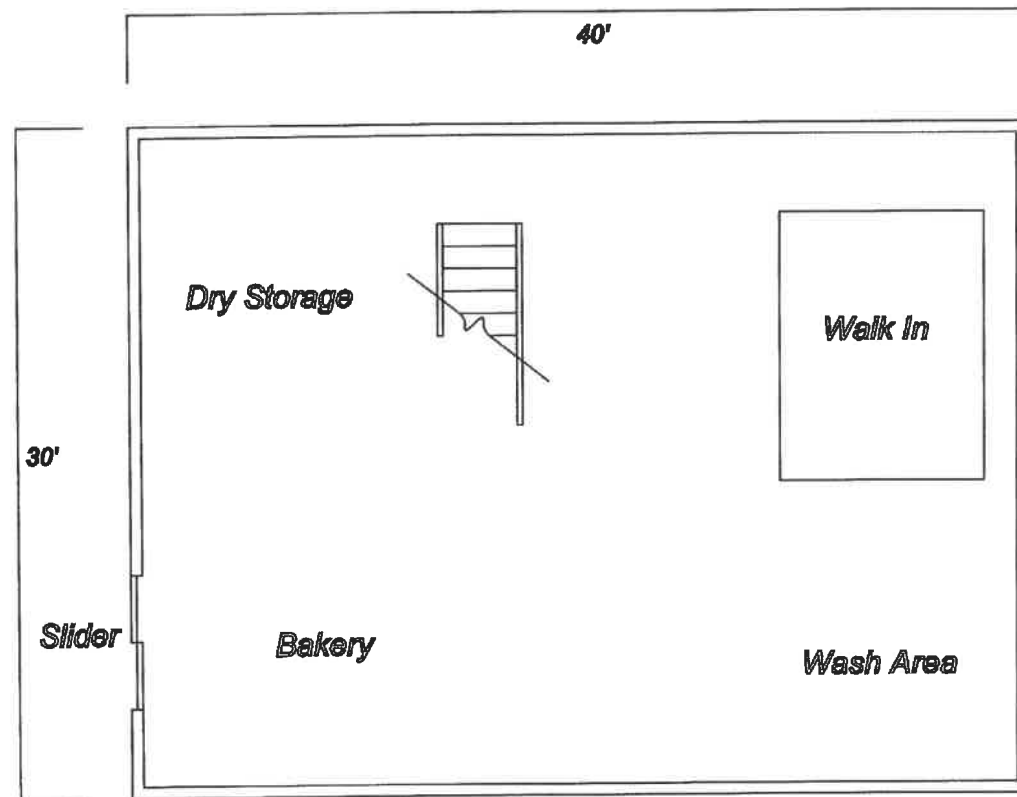


Nickerson & Berger, Inc. & BLS & PE.
 Orleans, Massachusetts

390-66



Flying Fish Cafe
29 Briar Lane
Wellfleet
First Floor



Basement: 1,200 s.f.

*Flying Fish Cafe
29 Briar Lane
Wellfleet*

**Basement
NOT TO SCALE**



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

VII

PUBLIC HEARINGS ~ B

REQUESTED BY:	Principal Clerk
DESIRED ACTION:	To approve a New Seasonal All Alcohol License for the Lobster & Chowder House
PROPOSED MOTION:	I move to approve the new Seasonal All Alcohol License for the Lobster & Chowder House located on 975 Route 6 Wellfleet application dated March 15, 2021
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

BOARD OF SELECTMEN
TOWN OF WELLFLEET

APPLICATION PROCESSING FORM FOR LIQUOR LICENSE

Applicant: LPX02663 dba Lobster & Chowder House

Timothy F. McNulty, Manager

Address: 975 Route 6

Date Received: March 15, 2021 1:48 p.m.

Application for: (check one)

- Restaurant - all alcohol
- Restaurant - beer & wine
- Package Store - all alcohol
- Package Store - beer & wine
- Innholder - all alcohol
- Innholder - beer & wine
- New License**
- Transfer of License
- Transfer of Stock
- New Officers/Directors/Stockholders
- Change in Description of Premises
- Seasonal to Annual
- Change of Manager
- Change of Hours

Police:  Date: 3-16-2021 Comments: OK

Fire:  Date: 3-17-2021 Comments: OK

Health:  Date: 3/30/21 Comments: ✓

Zoning:  Date: 3/30/2021 Comments: -OK-



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

APPLICATION FOR A NEW LICENSE

Municipality

1. LICENSE CLASSIFICATION INFORMATION

ON/OFF-PREMISES	TYPE	CATEGORY	CLASS
<input type="text" value="On-Premises-12"/>	<input type="text" value="§12 Restaurant"/>	<input type="text" value="All Alcoholic Beverages"/>	<input type="text" value="Seasonal"/>

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

A Quick Service Restaurant with to go food or they can dine out back on our patio. There will not be servers (guests will seat themselves). The menu will be appetizers, salads, sandwiches and sides. There will be soft beverages as well as full bar.

Is this license application pursuant to special legislation? Yes No Chapter Acts of

2. BUSINESS ENTITY INFORMATION

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

Entity Name FEIN

DBA Manager of Record

Street Address

Phone Email

Alternative Phone Website

3. DESCRIPTION OF PREMISES

Please provide a complete description of the premises to be licensed, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. You must also submit a floor plan.

Right portion of brick structure, with access doors on street, north side and rear including seating/service areas, food prep, storage area, restroom with a patio on the northwest corner of the building. Interior square footage is 870 sf, exterior patio square footage is 560 sf

Total Square Footage: Number of Entrances: Seating Capacity:

Number of Floors: Number of Exits: Occupancy Number:

4. APPLICATION CONTACT

The application contact is the person whom the licensing authorities should contact regarding this application.

Name: Phone:

Title: Email:



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

III

PUBLIC HEARINGS ~ C

REQUESTED BY:	Chequessett Yacht & Country Club, Inc
DESIRED ACTION:	To approve the change of the manager
PROPOSED MOTION:	I move to approve the change of manager from Barbara Boone to Barry K. McLaughlin at the Chequessett Yacht & Country Club application dated March 22, 2021
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

BOARD OF SELECTMEN
TOWN OF WELLFLEET

APPLICATION PROCESSING FORM FOR LIQUOR LICENSE

Applicant: Chequessett Yacht & Country Club, Inc.

Barbara Boone, Manager change to Barry K. McLaughlin

Address: 680 Chequessett Neck Road

Date Received: March 22, 2021 3:30 p.m.

Application for: (check one)

- Restaurant - all alcohol
- Restaurant - beer & wine
- Package Store - all alcohol
- Package Store - beer & wine
- Innholder - all alcohol
- Innholder - beer & wine
- New License
- Transfer of License
- Transfer of Stock
- New Officers/Directors/Stockholders
- Change in Description of Premises
- Seasonal to Annual
- Change of Manager**
- Change of Hours

Police: [Signature] Date: 4-2-21 Comments: OK

Fire: [Signature] Date: 4-7-2021 Comments: OK

Health: [Signature] Date: 3/30/21 Comments: ✓

Zoning: [Signature] Date: 3/30/2021 Comments: -OK-



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

AMENDMENT-Change of Manager

Change of License Manager

1. BUSINESS ENTITY INFORMATION

Entity Name	Municipality	ABCC License Number
Chequessett Yacht & Country Club, Inc.	Wellfleet	00028-RS-1348

2. APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.

Name	Title	Email	Phone
Barry McLaughlin	General Manager	gm@chequessettclub.com	347-242-0256

3A. MANAGER INFORMATION

The individual that has been appointed to manage and control of the licensed business and premises.

Proposed Manager Name	Barry K McLaughlin	Date of Birth	11-21-1964	SSN	017-58-5223
Residential Address	491 Teaticket Highway, Falmouth, MA 02536				
Email	gm@chequessettclub.com	Phone	347-242-0256		
Please indicate how many hours per week you intend to be on the licensed premises	60	Last-Approved License Manager	Barbara Boone		

3B. CITIZENSHIP/BACKGROUND INFORMATION

Are you a U.S. Citizen? Yes No *Manager must be U.S. citizen
 If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.
 Have you ever been convicted of a state, federal, or military crime? Yes No
 If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

3C. EMPLOYMENT INFORMATION

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

Start Date	End Date	Position	Employer	Supervisor Name
04/2002	03/2021	General Manager	First Tee New York, Inc.	Charles E. Brockner

3D. PRIOR DISCIPLINARY ACTION

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action? Yes No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature Barry K. McLaughlin Date 03/10/2021



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

IV

LICENSES ~ A

REQUESTED BY:	Principal Clerk
DESIRED ACTION:	To approve all common Victualler Licenses
PROPOSED MOTION:	I move to approve the Common Victualler Licenses for the following restaurants: <ul style="list-style-type: none">• <i>Lobster & Chowder House</i>• <i>Wellfleet Cinemas</i>• <i>Wellfleet Drive In & Flea Market</i>• <i>Wellfleet Miniature Golf, Dairy Bar & Grill</i>
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

IV

LICENSES ~ B

REQUESTED BY:	Principal Clerk
DESIRED ACTION:	To approve all Weekday Entertainment Licenses
PROPOSED MOTION:	I move to approve the Weekday Entertainment Licenses for the following restaurants: <ul style="list-style-type: none">• <i>Wellfleet Cinemas</i>• <i>Wellfleet Drive-In and Flea Market</i>• <i>Wellfleet Miniature Golf, Dairy Bar & Grill</i>
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

V

USE OF TOWN PROPERTY

REQUESTED BY:	Principal Clerk
DESIRED ACTION:	To approve the use of town property for the Pearl Restaurant for outdoor dining
PROPOSED MOTION:	I move to approve The Pearl Restaurants application for the use of town property for outdoor dining from May 6, 2021 until October 17, 2021 7 days a per week from 10:30am to 10:00pm
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

APPLICATION FOR PERMIT TO USE TOWN OWNED PROPERTY

TOWN OF WELLFLEET
300 MAIN STREET
WELLFLEET, MA 02667

Applicant Alison Hester Affiliation or Group Pearl Restaurant

Telephone Number 252-573-8254 Mailing Address 250 Commercial Street Wellfleet, MA 02667

Email address Alison@wellfleetpearl.com

Town Property to be used (include specific area) approximately 588 square feet

Date(s) and hours of use: May 6th -October 17th 7 days per week 11:30-10pm

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

-Food and beverage services. -Persons involved will be Pearl staff members and customers. 2 staff members and 32 seats for customers. There will be no equipment used. Pearl Restaurant is asking to utilize 4 parking spaces in the front of the building. No fees will be charged with the exception of charging for food and beverages.

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

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

Action by the Board of Selectmen:

 Proof of Insurance Required

 Approved as submitted

 Approved with the following condition(s):

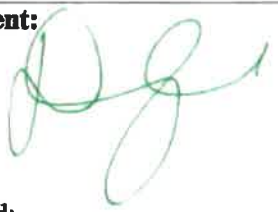

 Disapproved for following reason(s):

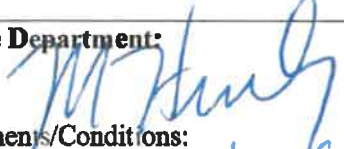

Date: 2/1/21

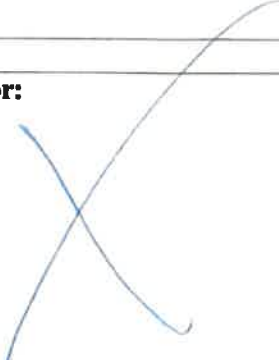
Processing Fee: \$50.00 paid

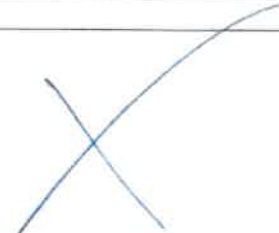
Fee: TBD


APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

Health/Conservation Agent: 	Inspector of Buildings:  3/30/2021
Comments/Conditions:	Comments/Conditions:
Permits/Inspections needed:	Permits/Inspections needed: ANNUAL INSPECTION Call TO Schedule

Police Department:  2-3-2021	Fire Department: 
Comments/Conditions: with approval of other Dept's.	Comments/Conditions: OK

DPW: Phone OK 4/6/21	Community Services Director:
Comments/Conditions	Comments/Conditions: 

Harbormaster:	Shellfish:
Comments/Conditions	Comments/Conditions: 

Recreation:	
Comments/Conditions: 	



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

VII

BUSINESS ~ A

REQUESTED BY:	Wellfleet Motel & Lodge
DESIRED ACTION:	To approve the request for the same layout of outdoor dining as the previous year
PROPOSED MOTION:	I move to approve Wellfleet Motel & Lodge's request for the same outdoor dining plan as it was the year 2020 for the 2021 season.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

Wellfleet Motel & Lodge



Route 6 - On Cape Cod - Box 606
South Wellfleet, MA 02663
508-349-3535 • Toll Free 1-800-852-2900
Fax 508-349-1192



wellfleetmotel.com • e-mail: wellmotel@msn.com

3/31/2021

To the Wellfleet Selectboard:

The Wellfleet Motel & Lodge would like to again use the space in front of the reception building and attached restaurant for outdoor dining. We plan to have a tent with the same dimensions as last year and the same number of seating. Thank you for streamlining this process. It is very much appreciated.

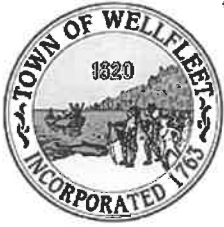
Sincerely,

Ted Wilson

Wellfleet Motel & Lodge

A handwritten signature in blue ink that reads 'Ted Wilson'.





SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

VII

BUSINESS ~ B

REQUESTED BY:	Pearl Restaurant
DESIRED ACTION:	To approve the seasonal all alcohol license renewal
PROPOSED MOTION:	I move to approve the Pearl Restaurant seasonal all alcohol license renewal
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

VII

BUSINESS ~ C

REQUESTED BY:	Sharon Rule-Agger
DESIRED ACTION:	To approve the proposed ADU Bylaw
PROPOSED MOTION:	I move to approve the proposed ADU bylaw presented by Sharon Rule-Agger and as printed in our packet
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

MOTION: Accessory Dwelling Units

To see if the Town will vote to delete 6.21 Affordable Accessory Dwelling Units of the Wellfleet Zoning By-laws and substitute the following sections in place thereof, and to amend the Table of Contents and Sections 2.1, 5.3, 5.46, 5.47, and 8.3 as follows.

TABLE OF CONTENTS

["Affordable Accessory Dwelling Units" is hereby deleted and "Accessory Dwelling Units" is substituted in place thereof.]

SECTION II

2.1 DEFINITIONS

[Dwelling, Affordable Accessory is hereby deleted and the following definition is substituted in place thereof.]

Dwelling, Accessory: a self-contained housing unit, inclusive of sleeping, cooking and sanitary facilities on the same lot as a principal dwelling or other principal structure that shall be leased year-round.

5.3. Use Regulations

[Table 5.3.1 is amended as follows: Insert Dwelling, Accessory between "Conversion of Dwelling Unit" and "Dwelling, Affordable". Delete "Dwelling Affordable Accessory."]

["P" is a permitted use". "A" is a use authorized under special permits.]

5.3.1 Residential	CD	R1	R2	NSP	C	C2
Dwelling, Accessory	P	P	P	A	P	P
Dwelling, Affordable Accessory	A	A	A	A	A	A

[5.4.6. Intensity of Use Application to Affordable Accessory Dwelling Units is hereby deleted and the following section is substituted in place thereof.]

5.4.6. Intensity of Use Application to Accessory Dwelling Units (ADU)

An Accessory Dwelling Unit shall consist of a minimum of 200 square feet of Livable Floor Area.

[5.4.7 Intensity of Use Application to the Conversion of Dwelling Units is hereby amended and the following section in bold is inserted.]

5.4.7 Intensity of Use Application to the Conversion of Dwelling Units

No dwelling unit shall be converted into two or more units unless each resulting unit consists of a minimum of 600 square feet of livable floor area; the external appearance of the structure is not changed; the front, side and rear yard requirements of the district in which located are met; and the lot area is not less per dwelling than the lot requirement of the district in which located, **except in the case of an Accessory Dwelling Unit, as provided in Section 6.21 of these Zoning By-laws.**

6.21 Accessory Dwelling Unit (ADU)

Commented [1]:

6.21.1 Purpose: To enable an increase of year-round rental housing opportunities; to encourage greater diversity of housing types appropriate to residents with varying needs, and to support a stable and diverse year-round community and a robust local workforce.

6.21.2 Accessory Dwelling Unit (ADU)

An Accessory Dwelling, as defined in Section 2.1 DEFINITIONS of the Wellfleet Zoning By-laws is an additional dwelling unit allowed on a single lot in all districts of the Town if in compliance with all Town, Commonwealth of Massachusetts and Federal statutes, by-laws and regulations where applicable.

6.21.2.1 Accessory Dwelling Units may be allowed either as a Detached Building, or as a separate dwelling unit within or attached to a Dwelling, a building used for a Principal Use; or in any Accessory Building, as defined in Section 2.1 DEFINITIONS of the Wellfleet Zoning By-laws.

6.21.2.2 Accessory Dwelling Units shall be no larger than one thousand two hundred (1,200) square feet of Livable Floor Area as that term is defined in Section 2.1 DEFINITIONS of the Wellfleet Zoning By-laws.

6.21.2.3. Ownership of an Accessory Dwelling Unit cannot be separated from that of the principal use.

6.21.2.4. The rights and requirements of this By-law shall be transferred upon any transfer of ownership of a property containing an Accessory Dwelling Unit built under the provisions of this By-law.

6.21.2.5. A property owner may choose to cease to use an Accessory Dwelling Unit by formally reporting its change in use to the agent designated by the Town Administrator to administer and monitor such units and altering it to meet the requirements of a permitted use. The agent will then register this change in use with the Building Inspector, the Health Agent and the Town Assessor.

6.21.3 Procedure

6.21.3.1 The property owner shall apply for and receive a Building Permit for an Accessory Dwelling Unit from the Building Inspector before construction or use may begin.

6.21.3.2 Once an Accessory Dwelling Unit has received a Certificate of Occupancy, it shall not be occupied or used until registered with the agent designated by the Town Administrator to administer and monitor such units who will maintain a current record of such units and register them with the Town's Assessor, Building Department, and Health Department.

6.21.4 Monitoring

An Affidavit of Compliance signed by the property owner shall be submitted initially, when the unit is first occupied or used, and then annually, on September 1st or the nearest business day, to the agent designated by the Town Administrator to monitor and administer such Units to confirm that the Accessory Dwelling Unit or Units are being leased for a minimum of a year, and not otherwise leased or occupied for any other purpose, and that they shall be used as a dwelling, according to the standards and conditions of this By-law.

6.21.5. Opportunity for Affordable Housing Property Tax Exemption

A property owner who leases an Accessory Dwelling Unit affordably and in compliance with this By-law, as specified by the Special Act of 2010 and adopted by Wellfleet voters in May 2011 may apply to the agent designated by the Town Administrator to administer and monitor such units to receive an application for a property tax exemption.

6.21.6. Enforcement and Penalties

Upon a written determination by the Building Inspector that the property owner has failed to comply with these provisions the property owner shall bring the unit or units into compliance within thirty (30) days of such written notice pursuant to Massachusetts General Law Chapter 40A Section 7. In addition, the Building Inspector shall impose any and all fines and penalties referenced in Section 8.3 of these By-laws.

[8.3 Penalty is hereby amended and the following sections in bold are inserted therein.]

8.3 Penalty Any person violating any of the provisions of **these** By-laws may be fined not more than \$50.00 for each offense, **except in the case of violations of Section 6.21 Accessory Dwelling Units, the fine shall be \$300.00 for each offense.** Each day that such violation continues shall constitute a separate offense.

Page5/5

Summary:

The purpose of this bylaw is to enable an increase of year-round rental opportunities; to encourage greater diversity of housing types appropriate to residents with varying needs; and to support a stable and diverse year-round community with a robust local workforce.

Wellfleet's year-round housing crisis is well documented. The need for year-round rentals has become increasingly pressing as more and more year-round homes are converted to short term and seasonal use. There are often no year-round rentals available at any price. From young people and families to seniors and well-paid professionals, finding and keeping a year-round rental is less and less possible. Our shell fishing families are particularly vulnerable as they are required by licensing regulations to be domiciled in Town. Businesses of all types and even the Town's departments struggle to find employees because of the high cost and lack of year-round housing. This impacts both residents and visitors as it is already affecting the quality of life and economic sustainability of the town.

This bylaw would allow Accessory Dwelling Units (ADUs) which are additional size-restricted dwellings, on a single lot with an existing dwelling or structure of other Principal use in all Zoning districts if in compliance with all applicable regulations. Properties in the National Seashore Park would require a Special Permit. Such dwellings can be no larger than 1,200 square feet of Livable Floor Area. Before an ADU can be used or occupied it must be registered with an agent designated by the Town Administrator to administer and monitor such units. Such units MUST be leased and occupied year-round with an Affidavit of Compliance filed annually with the Town by the property owner. ADUs do not have limits on who can rent based on income, and there is no set rent for ADUs. The property owner may lease the unit at market rates or may take advantage of the Affordable Housing Tax Exemption if leased affordably as determined by the Town. ADUs cannot be rented seasonally, weekly or daily. The property owner may live in the unit year-round themselves after filing the required Affidavit of Compliance.



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

VII

BUSINESS ~ D

REQUESTED BY:	Suzanne Grout-Thomas – Beach Director
DESIRED ACTION:	To discuss and take possible vote on charging for paid beach parking for the summer 2021 season
PROPOSED MOTION:	I move to approve charging for Wellfleet Beach Parking for the 2021 season
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

To: SB

From: Suzanne Grout Thomas, Director of Community Services

Re: Pay Parking – Summer of 2021

Date: April 7, 2021

- Pay parking not permitted during the summer of 2020 because of COVID concerns.
- There were no reports of community spread of COVID linked to any of our beaches last year.
- The Town lost approximately \$200,000 in revenue
- All pay parking is done by CC at a self-service kiosk. No money exchanges hands and staff can remain socially distant from the customers.
- Staff is able to be fully vaccinated before the season begins if they wish with the assistance of the WFD and OCHS.

Therefore I recommend that pay parking be permitted this summer.



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

VII

BUISNESS ~ E

REQUESTED BY:	Natural Resources Advisory Board
DESIRED ACTION:	To approve the warrant article presented by the Natural Resources Advisory Board
PROPOSED MOTION:	I move to approve the warrant article as printed by the Natural Resources Advisory Board to be placed on the Warrant for the June 5, 2021 Town Meeting
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

ATM – 2021 – NRAB request: revised **not yet approved by the selectboard**

Article YY – To see if the Town will vote to raise and appropriate, and/or transfer from available funds, the sum of \$60,000, or any other sum, for the purpose of broadly initiating a field survey of the fauna and flora in Wellfleet harbor, especially shellfish and finfish, as a basis for future actions to preserve and enhance this environment, or to do or act on anything thereon.

Summary – This article seeks funds to complete a broad overview of the state of Wellfleet harbor as recommended in the Harbor Management Plan (March 2021). It replicates a study by the Division of Marine Fisheries, which is now nearly 50 years old. Current funding is for a harbor wide study of shellfish and finfish. NRAB views this work as a critical step in establishing a baseline for future management, as well as identifying and preserving the health of the harbor in view of climate change and other environmental impacts.

(Request of the Natural Resources Advisory Board)



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

VII

BUISNESS ~ F

REQUESTED BY:	Joe Aberdale – Harbor Dredging Committee
DESIRED ACTION:	To approve the contract for the Harbor Dredging Lobbyist
PROPOSED MOTION:	I move to approve the contract as written for the Harbor Dredging Lobbyist dated January 21, 2021
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

FBB FEDERAL RELATIONS

LINDSAY HART, LLP

Date: January 21, 2021
To: Select Board, Town of Wellfleet
Wellfleet, MA 02667
From: Ray Bucheger
FBB Federal Relations
Re: Federal Advisory Services for the Town of Wellfleet

Thank you for this opportunity to offer a proposal to provide the Town of Wellfleet with federal advisory services, including working with key Congressional and federal agency stakeholders to help the Town obtain the permits it needs to dredge its mooring field. In particular, the town is keen on engaging directly with USACE and National Marine Fisheries Service (NMFS) so the Town can make its case directly to the agencies and persuade the agencies to accept that the area to be dredged is a long-time mooring field and that dredging requires no additional payments or mitigation.

FBB and Wellfleet have had an effective relationship, generating \$5 million in federal support for the Town in the FY20 USACE budget.

FBB Federal Relations is the Washington, D.C.-based lobbying arm of Lindsay Hart, LLP, a Portland, Oregon-based law firm established in 1937. Our clients include state, county and local governments, public agencies, trade associations, non-profit organizations, publicly traded and privately held companies and multinational corporations with the resources to hire whomever they wish, and who have in some cases, moved their government relations work from big firms to ours because they get significantly better service and results.

SITUATION ANALYSIS

The Town of Wellfleet is seeking a permit from the USACE to dredge a large mooring field that has not been dredged since 1957. While the Town of Wellfleet has successfully obtained the required permits from the Commonwealth of Massachusetts, it has yet to obtain the authorization required from USACE. This delay is due largely to the National Marine Fisheries Service (NMFS), which is insisting on an unreasonably high level of mitigation.

The Town of Wellfleet believes that NMFS is using faulty logic to reach its conclusions; however, the Town has been unable to consult directly with the agency. While the Town was able to negotiate directly with state-level officials on mitigation requirements, the Corps district insists they alone must consult with NMFS, on behalf of the Town. Furthermore, the Corps district refuses to discuss the issue directly with Town officials; rather, the Corps District will only communicate with the Town through the Town's engineering consultant. The end result is that the Town is suffering from three degrees of separation from the agency that is effectively blocking the authorization needed to complete the dredging project. The fact that Town is

planning to fund this project without federal dollars makes the situation that much more frustrating.

The Town of Wellfleet has done everything it can to resolve this issue directly with the Corps district but has received nothing but admonishment. The Town requires assistance in loosening the Corps District's "rules" governing the lines of communication and needs NMFS to be more flexible with respect to mitigation requirements. Both will require political intervention.

We propose to employ a strategy similar to that which we employed when we were retained by the Town to seek funding for dredging the federal channel – we were ultimately successful in ensuring the Town received \$5 million in the FY20 USACE budget. Just as we engaged USACE Headquarters staff and the Massachusetts Congressional delegation at that time, we propose engaging this same set of stakeholders now in an attempt to ensure that the Corps District and NMFS work directly and constructively with the Town.

FBB QUALIFICATIONS AND APPROACH

FBB Federal Relations delivers cost-efficient and client-responsive government relations services that focus on outcomes.

A Full Time Presence in Washington, D.C.

Effective federal representation requires the ability to not only navigate a complex and constantly changing political environment, but also to respond promptly (and normally in person) in order to meet the often unpredictable and unscheduled demands of government officials, members of Congress and Capitol Hill staffers. With literally thousands of cities, counties, states, non-profit organizations, associations and companies fighting for limited time and attention, it is those organizations that have strong relationships with key people in Washington, D.C. – and a constant presence in front of those people – that are most likely to be effective. These relationships are even more important given current policies and procedures brought upon by the COVID-19 pandemic.

Relationships with Key Stakeholders and Familiarity with the Process

FBB Federal Relations has decades of experience working with the U.S. Army Corps of Engineers (USACE) and permitting agencies, the Massachusetts Congressional delegation and the Congressional committees with jurisdiction over USACE and the permitting agencies. We have ample experience working on issues related to maintenance dredging, including working with associated permitting agencies on issues affecting authorization for dredging projects, including the National Marine Fisheries Service (NMFS).

Keeping You "In the Know"

We excel at keeping our clients updated on federal developments impacting their interests. Our clients will attest they can always reach us and that we respond quickly and at all hours. Our commitment is to keep our clients immediately apprised of developments on all issues affecting

them, to keep updates short and to the point, and to work to ensure they hear the news from us first. We prioritize brief and focused updates because let's face it – in today's world, if a report is longer than a page, people are unlikely to read it.

With that being said, we also understand our clients need to understand the reasoning behind decisions that are being made, which is why, in addition to providing real-time email updates, we also keep our clients apprised of current trends, issues and challenges facing their industry, and share that information in whatever format our clients request, whether it be weekly or monthly updates, phone calls, or in-person meetings.

FBB TEAM

The following individuals with substantial and varying expertise are available to provide support to our clients:

- Ray Bucheger, Partner
- Peter Friedmann, Principal
- Kathy Beaubien, Partner
- Duncan Smith, Strategic Partner
- Spencer Young, Associate
- Stephen Hudson, Associate

Individual biographies can be found at www.FBBFederalRelations.com.

PROPOSED FINANCIAL TERMS OF THE REPRESENTATION

Because of our smaller firm size, our billing rates tend to be less than those of larger firms. Our overhead costs are significantly less, and we pass these savings on to our clients. This ability to combine great effectiveness with reasonable billing rates is the reason that our clients range from public agencies to sophisticated multinational corporations that demand first-rate results.

For working with key Congressional and federal agency stakeholders to ensure the Town can engage directly with USACE and NMFS so as to persuade the agencies to accept that the area to be dredged is a long-time mooring field, so that permits can be issued without additional payments or mitigation, we propose a project retainer of \$25,000. In addition, actual expenses, unlikely to exceed \$250, would be billed without markup.

We propose a contract length of 12 months. If the objectives are not achieved within 12 months, the Town and FBB will determine if another contract is necessary and under what terms.

CONTACT

Ray Bucheger
Partner
FBB Federal Relations
Ray@FederalRelations.com | (202) 236-5101

LINDSAY HART, LLP
FBB FEDERAL RELATIONS

January 21, 2021

Select Board
Town of Wellfleet
Wellfleet, MA 02667

Dear Select Board:

This letter constitutes an agreement for federal government relations services provided to the Town of Wellfleet by FBB Federal Relations/Lindsay Hart, LLP. The objective of such services is to facilitate a dialogue between the Town of Wellfleet and the U.S. Army Corps of Engineers (USACE) and National Marine Fisheries Service (NMFS) which results in the aforementioned agencies issuing necessary permits or other approvals under terms agreeable to the Town of Wellfleet.

For such services, the Town of Wellfleet shall pay \$25,000 to Lindsay Hart, LLP. The Town of Wellfleet may remit payment in five (5) monthly payments of \$5,000. Payment shall be remitted to Lindsay Hart, LLP within 30 days of receipt of invoice.

This agreement is effective for a period of 12 months and may be extended under terms agreeable to the Town of Wellfleet and FBB Federal Relations/Lindsay Hart, LLP.

The parties to this agreement indicate their consent to the terms herein by their signature below.

Sincerely,

Select Board
Town of Wellfleet

Date

Ray Bucheger
FBB Federal Relations

Date

To: The Town of Wellfleet
FROM: Chartwell Strategy Group
DATE: March 22, 2021
RE: Strategic Federal Advisory Proposal

Overview

Oysters. W.H.A.T. The Beachcomber. The Cape Cod National Seashore. Wellfleet. The quintessential Cape Cod town world renowned for arts, culture, dining, and recreation fueled by a year-round maritime economy. Unfortunately, this Outer Cape treasure must confront and overcome an effort by the federal government to prevent the dredging of Wellfleet Harbor by imposing an unreasonable mitigation fee.

For decades, Barnstable County and town officials have worked together to craft permitting policies that balance commercial interests and environmental concerns, preserving Cape Cod's natural habitat while maintaining its economic viability. This model is recognized as a regional template by Massachusetts federal and state lawmakers who rely on local officials to reach solutions tailored to meet their respective municipal needs. Therefore, it is concerning that the Army Corps of Engineers (Army Corps) despite providing the \$5 million in funding for the dredging would disregard the Town of Wellfleet's (Wellfleet) longstanding inclusion of environmental protection measures in virtually all local matters.

Chartwell Strategy Group (Chartwell) is a Washington, DC based government relations and strategic communications firm possessing decades of relevant experience, an unrivaled Cape Cod/Boston/Washington relationship network, and a keen understanding of the region's current political dynamic and stakeholder interplay. It is crucial that we quickly demonstrate, once again, to the Army Corps and key Biden/Harris Administration policymakers a straight line of support from local officials to state lawmakers to Rep. William Keating (D-MA) and Bay State Sens. Edward Markey and Elizabeth Warren. To accomplish our objective, we must do even more than what has been done in the past to secure federal funding for dredging. We must politically overwhelm the Army Corps by elevating this issue with senior Biden/Harris staff and broadening our coalition to mobilize Barnstable County officials, community leaders, Cape state legislators, and the Baker/Polito Administration, including Gov. Charlie Baker directly into advocacy action.

Strategic Roadmap

We will work with Wellfleet to immediately develop a comprehensive government relations plan organized into two week increments that incorporates known legislative, regulatory milestones; identifies political opportunities; and establishes a rapid response infrastructure to rebut opposition attacks and/or inaccuracies.

➤ *Strategic Counsel*

Washington can be predictably unpredictable. The Chartwell team is comprised of Washington veterans with significant public policy and public affairs expertise who have successfully navigated clients through unexpected periods by providing real time political intelligence and ongoing strategic counsel. We develop close partnerships with our clients through providing regular client briefings, conference calls, written reports, and we are always available.

➤ ***Narrative Development***

Chartwell will work with Wellfleet to develop a message that specifically rebuts the Army Corps' environmental concerns while proactively pivoting the issue to emphasize the significant economic impact of the Corps decision-making, tailored to specific target audiences. We will review and refine existing materials and create new content where appropriate. This process is truly collaborative, and Chartwell will rely on Wellfleet to provide us a detailed understanding of the underlying dredging matter and historical relationship with the Army Corps. Once we have determined a message framework, we will repeatedly integrate this narrative into all advocacy efforts.

➤ ***Community Leader Mobilization***

All 15 Cape Cod towns are unique and occupy a special place in the hearts of their residents. However, we believe that working with Wellfleet we can transform a town dredging issue into something bigger that rallies Cape Cod community leaders to our cause initially with a letter politically elevating the issue with the Biden/Harris Administration, which includes a number of important personnel with Massachusetts and Cape Cod ties. We will work to sustain their continued engagement until a remedy is reached.

➤ ***Massachusetts Advocacy***

While the focus of our work will concentrate on the federal government, Chartwell possesses strong relationships with Massachusetts state legislative delegation, Massachusetts Energy and Environmental Affairs Secretary Kathleen Theoharides, Lieutenant Governor Karyn Polito and Governor Charlie Baker. We believe that spotting this issue as important with these policymakers will be positively additive to the overall effort.

➤ ***Washington Engagement***

Chartwell enjoys a strong working relationship with members of the Biden/Harris Administration, including senior personnel. President Biden has longstanding ties to Massachusetts and is deeply familiar with the Cape and Islands having visited the area almost annually. His team includes many former Massachusetts residents who are well aware of the Cape's environmental stewardship and economic needs. We will educate Biden/Harris staff on this issue ensuring they are fully aware of the issue and the adverse local economic consequences of an unfavorable Army Corps decision. In addition, Chartwell has worked with the Massachusetts congressional delegation, specifically Rep. Keating, Rep. Clark, who often vacations in Truro, and Sens. Markey and Warren on a host of public policy issues. We will work directly with staff and at the Member level to make sure that they understand the critical importance of this issue to Wellfleet and the immediate need for their involvement with the Army Corps. These efforts will include coordinating meetings between Wellfleet officials and relevant federal policymakers, including in person visits, as appropriate during the pandemic.

Budget

Our fee for the services outlined above is \$10,000 per month.

Sample Chartwell Strategy Group Massachusetts Experience

Chartwell has worked with the Massachusetts congressional delegation advocating on behalf of firm clients with Administrations in both parties over the past two decades. We have worked with the **Center for Coastal Studies** in Provincetown on a number of issues, including gaining permitting approval from the Department of Interior and securing funding. Chartwell worked with **Lowell General – Saints Campus** to greatly reduce the size of a potential fine that if imposed at initial amount would have bankrupted the hospital. We worked with the state's two U.S. Senators to articulate the unanticipated consequences of such a fine and the immediate adverse impact it would have on the community. Chartwell represents a Boston based asset management trade association (**Boston Asset Management Association**) of leading asset management and mutual fund companies and eliminated a "First In First Out" (FIFO) provision from the tax reform bill that would have negatively impacted the treatment of stock sales. Chartwell team members worked for a Massachusetts offshore wind company (**First Wind**) from 2009-2013 to secure a loan guarantee from the Department of Energy and lead efforts to extend the wind production tax credit.

David Tamasi

David is a Founding Partner and Managing Director of Chartwell Strategy Group. He is a widely regarded Washington public affairs executive, advising CEOs, heads of trade associations and world leaders on public policy issues. David is a leading Republican fundraiser having served on numerous presidential, congressional and gubernatorial national finance committees. He has been featured in Politico as a "Power Player" and is annually listed by The Hill as a "Top Lobbyist." He is a native of Cape Cod and maintains relationships with state, Barnstable County and community officials.

Matthew Epperly

Matt Epperly is a Founding Partner and Managing Director of Chartwell Strategy Group. Matt is a leading Democratic government relations operative serving as a trusted advisor to corporate, non-profit, and government leaders. He is a veteran of Democratic presidential, mayoral, and congressional campaigns providing clients with government relations services leveraging his longstanding relationships with the Massachusetts congressional delegation and state leaders. He currently resides on Cape Cod.

Oswaldo J. Palomo

Ozzie Palomo is a Founding Partner and Managing Director of Chartwell Strategy Group devising and executing bipartisan federal advocacy strategies for clients before the Legislative and Executive branches. He serves on several finance committees at both the federal and state level and as an adviser to numerous Congressional steering committees. Ozzie works with large institutions, small businesses, start-ups, and publicly traded companies in the defense, education, environmental, and financial services sectors offering guidance on legislative and regulatory affairs.

Megan Greeley

Megan Greeley is a Director at Chartwell Strategy Group, possessing significant experience advocating for corporate interests before the federal government, leveraging her longstanding relationships with the New England congressional delegation, specifically in Massachusetts. Megan recently served as a Manager at the Greater Boston Chamber of Commerce where she worked on behalf of the organization's corporate members to advance their public policy agenda in Washington and Massachusetts. She is a native of Scituate, MA and an avid sailor.



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

VII

BUSINESS ~ G

REQUESTED BY:	Nancy Civetta ~ Shellfish Constable
DESIRED ACTION:	To approve the proposed warrant article for 2021 Annual Town Meeting
PROPOSED MOTION:	I move to approve the warrant article presented by the Shellfish Constable for the warrant to be voted on at The Annual Town Meeting June 5, 2021
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

ARTICLE XX: Shellfish Revolving Fund Spending Limit. Not yet approved by Selectboard

To see if the Town will vote to establish a spending limit for FY2022 of \$50,000 for the Shellfish Revolving Fund established pursuant to MGL Chapter 44, Section 53E½. \$40,000 of which will get transferred to budget line 180 which is the Shellfish Department's propagation budget.

Majority vote required.

Selectboard:

Finance Committee:

Shellfish Advisory Board:

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.



SELECTBOARD

AGENDA ACTION REQUEST

Meeting Date: April 13, 2021

VII

BUSINESS ~ H

REQUESTED BY:	Jim Hood Board of Water Commissioner's Chair
DESIRED ACTION:	To discuss and approve the Water Enterprise Budget for 2022
PROPOSED MOTION:	I move to approve Fiscal Year 2022 Water Enterprise Budget
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

**FY 2022 Budget Request
Water Enterprise Fund**

	FY 2020	FY 2020	FY 2021	FY 2022
	Budget	Actual	Budget	Dept
PERSONNEL:				
A-1 S&W - Part-time	0	20,328	18,182	20,938
Total Personnel	0	20,328	18,182	20,938
OPERATING EXPENSES				
B-1 Electricity	0	11,391	12,000	12,000
B-2 Contract Services	0	110,465	138,750	138,750
B-3 Telephone	0	721	800	800
B-4 Postage	0	110	150	150
B-5 Office Supplies	0	217	250	250
B-6 Rep & Maint. Supplies	0	471	500	500
B-7 Debt-Principal	0	55,036	55,031	56,448
B-8 Debt-Interest	0	54,701	54,000	51,878
B-9 Contingency	0	7,904	4,000	4000
Total Operating	0	241,016	265,481	264,776
Total Expenses	0	261,344	283,663	285,714

	FY 2020	FY 2020	FY 2021	FY 2022
	Budget	Actual	Budget	Dept
Revenues				
Water Charge Usage	0	126,712	115,000	120,000
Loan Principal / Interest	0	83,947	0	80,000
Other Income	0	1,484	49,200	1,500
Total Revenues	0	212,143	164,200	201,500
Other Receipts				
Retained Earnings Transfer	0	0	0	0
General Fund Subsidy	0	0	119,463	0
Total Other	0	0	119,463	0
Total Receipts	0	212,143	283,663	201,500
Net Income (Loss)	0	-49,201	0	-84,214



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

VII

BUSINESS ~ I

REQUESTED BY:	Department Heads
DESIRED ACTION:	To discuss and approve the Fiscal Year 2022 Department Heads Capital Budgets
PROPOSED MOTION:	I move to approve Fiscal Year 2022 Department Heads Capital Budgets
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

Department

Requested By

Project Description & Objectives

Project Need & Background

Replace aging police cruiser (s). This is part of an ongoing cycle to replace marked cruisers, as part of a four year cycle. We are requesting two cruisers this fiscal instead of one due to the fact both cruisers in the last CIP Plan were removed/voted down.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="2,022"/>

Degree of Urgency (check all that apply)

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

Priority of Function (check all that apply)

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

Projected Costs by Year

FY 2021	<input type="text"/>	
FY 2022	<input type="text" value="100,000"/>	
FY 2023	<input type="text"/>	
FY 2024	<input type="text"/>	
FY 2025	<input type="text"/>	TOTAL <input type="text"/>
FY 2026	<input type="text"/>	

Other Comments

Roll Over Decision: Wellfleet Police Department

Attachment 1

Asset - Police Cruiser ID # 8 VIN # 1FM5K8AR3FGB92053
 Type: **Ford Explorer** Plate #: **MPB155** Condition: **POOR** Extent of Use: **HEAVY** Purch Date: **8/4/2015**
 Mfg's projected life span (yrs): **6 Years** Primary use: **Police Marked Patrol** Purch Cost Base: \$ **25,943.00**
 Secondary use: **Not Applicable** Cost of add ons: \$ **25,943.00**

Anticipated life span based on NE Weather & Salt **4** Trade in or Auction Value as of: _____
 Manufacturer's expected fuel consumption rate, hours per gallon or miles per gallon: **15/21 mpg**

SERVICE RECORD

Date	Major Repairs Highlighted Below (All repairs listed on the attached Addendum Sheets)	Parts	Labor	Total
8/22/2016	Replace front brakes/rotors/pads. Rear brake pads and rotors.	414	340	\$754.00
9/14/2017	Replace front swaybars and links.	145.4	120	\$265.40
2/2/2018	Replace one outer tie rod.	87	125	\$212.00
6/2/2018	Replace front swaybars and links. Front end alignment	164	180	\$439.00
6/8/2018	Replace swaybar bushing.	84	125	\$209.00
6/12/2018	Replace blower motor.	187	150	\$337.00
7/10/2018	Replace front brakes/rotors/pads.	331	\$180.00	\$511.00
Major Repairs Sub-Total:				\$2,727.00

PROJECTED SERVICE NEXT 12 MONTHS include down time, parts & labor costs
 Estimated mileage at trade in: **110000**

REPLACEMENT INFORMATION

Base Cost of Replacement \$ **33150** Cost of Extras (detail) \$ _____

OTHER

Cost of Insurance per Year _____
 Cost of Registration per Year _____
 Annual Note Payments _____

Ownership Cost per Year _____

Target Date for Replacement **Nov 2020**

Quoted by **MHQ**

Rental Equivalent Cost per Year _____

Rental Terms _____

FY21 Request

Roller Decision: Wellfleet Police Department

Attachment 1

Asset - Police Cruiser ID # 8 VIN # 1FM5K8AR3FGB92053

Type: Ford Explorer Plate #: MPB155 Condition: POOR Extent of Use: HEAVY Purch Date: 8/4/2015

Mfg's projected life span (yrs): 6 Years Primary use: Police Marked Patrol Purch Cost Base: \$ 25,943.00

Secondary use: Not Applicable Cost of add ons: _____

Anticipated life span based on NE Weather & Salt: 4 Trade in or Auction Value as of: _____

Manufacturer's expected fuel consumption rate, hours per gallon or miles per gallon: 15/21 mpg

SERVICE RECORD

Major Repairs Highlighted Below (All Repairs listed on the attached Addendum Sheets)			Parts	Labor	Total
12/13/2019	Front and Rear brakes		786	360	\$1,146.00
5/27/2020	Installing new spark plugs, intake manifold, 2 ignition coils, seal leak on roof and repair door liner		648	325	\$973.00
12/7/2020	Exhaust issues replace pipes, flex pipes, gaskets, coils		1513	540	\$2,053.00
Totals:					

PROJECTED SERVICE NEXT 12 MONTHS Include down time, parts & labor costs
 Estimated mileage at trade in: 135,000
 Major Repairs Sub-Total: \$4,172.00
 ** Vehicle reaching a point of not safely being on the road along with approximately \$4,172 in repairs past 15 months **

REPLACEMENT INFORMATION

Base Cost of Replacement \$ 33150 Cost of Extras (detail) \$ _____
 Quoted by MHQ

OTHER

Cost of Insurance per Year _____
 Rental Equivalent Cost per Year _____
 Cost of Registration per Year _____
 Annual Note Payments _____
 Ownership Cost per Year _____
 Rental _____
 Terms _____

Roll-over Decision: Wellfleet Police Department

Attachment 1

Asset - Police Vehicle ID # 5 VIN # 1FAHP2MK7FG154054
 Type: **Ford Taurus** Plate #: **MPB668** Condition: **POOR** Extent of Use: **HEAVY** Purch Date: **6/18/2016**
 Mfg's projected life span (yrs): **6 Years** Primary use: **Police Marked Patrol** Purch Cost Base: \$ **23,719.00**
 Secondary use: **Not Applicable** Cost of add ons: _____

Totals: \$ **23,719.00**
 Anticipated life span based on NE Weather & Salt: **4** Trade in or Auction Value as of: _____
 Manufacturer's expected fuel consumption rate, hours per gallon or miles per gallon: **15/21 mpg**

SERVICE RECORD

Date	Major Repairs Highlighted Below (All repairs listed on the attached Addendum Sheets)	Parts	Labor	Total
2/21/2018	Replace front and rearbrake pads and rotors/replace front swaybar link.	526.97	325	\$851.97
7/13/2018	Replace front rotors and pads.	338.96	180	\$518.96
9/25/2018	Replace rear tail light assembly.	165	65	\$230.00
10/2/2018	Replace exhaust selenoid, replace intake solenoid, replace intake gasket and valve cover gasket.	350	275	\$625.00
6/28/2019	Replace both front sway bar links, replace rear oxygen sensor.	281.4	250	\$531.40
7/3/2019	Replace catalytic converter and oxygen sensor.	674.41	665	\$1,339.41
Major Repairs Sub-Total:				\$4,096.74

PROJECTED SERVICE NEXT 12 MONTHS include down time, parts & labor costs
 Estimated mileage at trade in: 90,000
 ** Vehicle is barely used with exhaust issues and front end issues **

REPLACEMENT INFORMATION

Target Date for Replacement: **1-Nov 2020** Quoted by **MHQ**

Base Cost of Replacement \$ **33150** Cost of Extras (detail) \$ _____

OTHER

Cost of Insurance per Year _____ Rental Equivalent Cost per Year _____

Cost of Registration per Year _____ Rental Terms _____

Annual Note Payments _____

Ownership Cost per Year _____

FY21 Request

Roll Decision: Wellfleet Police Department

Attachment 1

Asset - Police Cruiser ID # 5 VIN # 1FAHP2MK7FG154054

Type: Ford Taurus Plate #: MPB668 Condition: POOR Extent of Use: HEAVY Purch Date: 6/8/2016

Mfg's projected life span (yrs): 6 Years Primary use: Police Marked Patrol Purch Cost Base: \$ 23,719.00

Secondary use: Not Applicable Cost of add ons: _____

Totals: \$ 23,719.00

Anticipated life span based on NE Weather & Salt: 4 Trade in or Auction Value as of: _____

Manufacturer's expected fuel consumption rate, hours per gallon or miles per gallon: 15/21 mpg

SERVICE RECORD

Date	Major Repairs Highlighted Below (All repairs listed on the attached Addendum Sheets)	Parts	Labor	Total
10/24/2020	Removed battery, Trans Leak/repair, removed trans line, replace air filter	725	270	\$995.00

PROJECTED SERVICE NEXT 12 MONTHS Include down time, parts & labor costs Major Repairs Sub-Total: **\$995.00**

** Vehicle is barely used with exhaust issues and front end issues ** Estimated mileage at trade-in 100,000

REPLACEMENT INFORMATION Target Date for Replacement: **1-Nov 2021** Quoted by **MHQ**

Base Cost of Replacement \$ **33150** Cost of Extras (detail) \$ _____

OTHER

Cost of Insurance per Year _____

Cost of Registration per Year _____

Annual Note Payments _____

Ownership Cost per Year _____

Rental Equivalent Cost per Year _____

Rental Terms _____

Copy of Roll Over Form Unit 7 Mar21.xls **FY20 Request** 3/30/2021



Vehicle Inspection Report

Please Review This Important Information

Your vehicle has **PASSED** its **SAFETY TEST** and **FAILED** its **EMISSIONS TEST**. Here is what you need to do now:

- * Fix emissions defects within 60 days of your initial inspection.
 - * You may use any repair shop or fix the vehicle yourself, but consider taking your vehicle to a repair shop that employs state-registered repair technicians who are trained and experienced in performing emissions repairs. Ten nearby shops with registered repairers are listed below.
 - * Have your repaired vehicle re-tested within 60 days of your initial inspection. The first re-test is free at the original inspection station during this period.
 - * Pass your re-test and get a new inspection sticker. If your vehicle fails its emissions test again but a state-registered repair technician made the repairs, your vehicle may still qualify for a new sticker. See "How to Qualify for an Emissions Waiver or Repair Extension" on page 2.
 - * If your vehicle does not pass a re-test within 60 days of its initial inspection, RMV may suspend your registration.
- Questions? Visit www.mass.gov/vehiclecheck or call Customer Service at 1-844-358-0135. Customer Service is staffed from 7 a.m. to 5 p.m. Monday, Wednesday, Friday, and Saturday, and from 7 a.m. to 8 p.m. on Tuesday and Thursday.

Overall Result:	FAIL	Vehicle Information		Station Information
Safety Result	PASS	VIN	1FAHP2MK7FG154054	SLABI ENTERPRISES INC. D
Emissions Result	FAIL	License Plate	MPB668	2683 ROUTE 6
Start Test Date/Time	7/3/2019 10:49 AM	Plate Type/State	MVN / MA	(508) 349-3405
End Test Date/Time	7/3/2019 10:58 AM	Vehicle Type	PASSENGER	WELLFLEET MA
Test Type	Regular	Year / Make	2015 Ford	Station Number PB050758
Sticker Number	202198385	Model	Taurus	Workstation Number MAW00000416
Inspection Type	Initial	Fuel Type	FLEXIBLE	Inspector Number *****1272
Inspection Counter	1	Engine Cyl / Size	6 / 3.7L	
		GVWR	8500	
		Odometer	86218	

Inspection Fee \$35.00

Local Registered Emissions Repair Shops

(For a complete list of shops and 5-star rating definitions, see the program website or call the hotline)

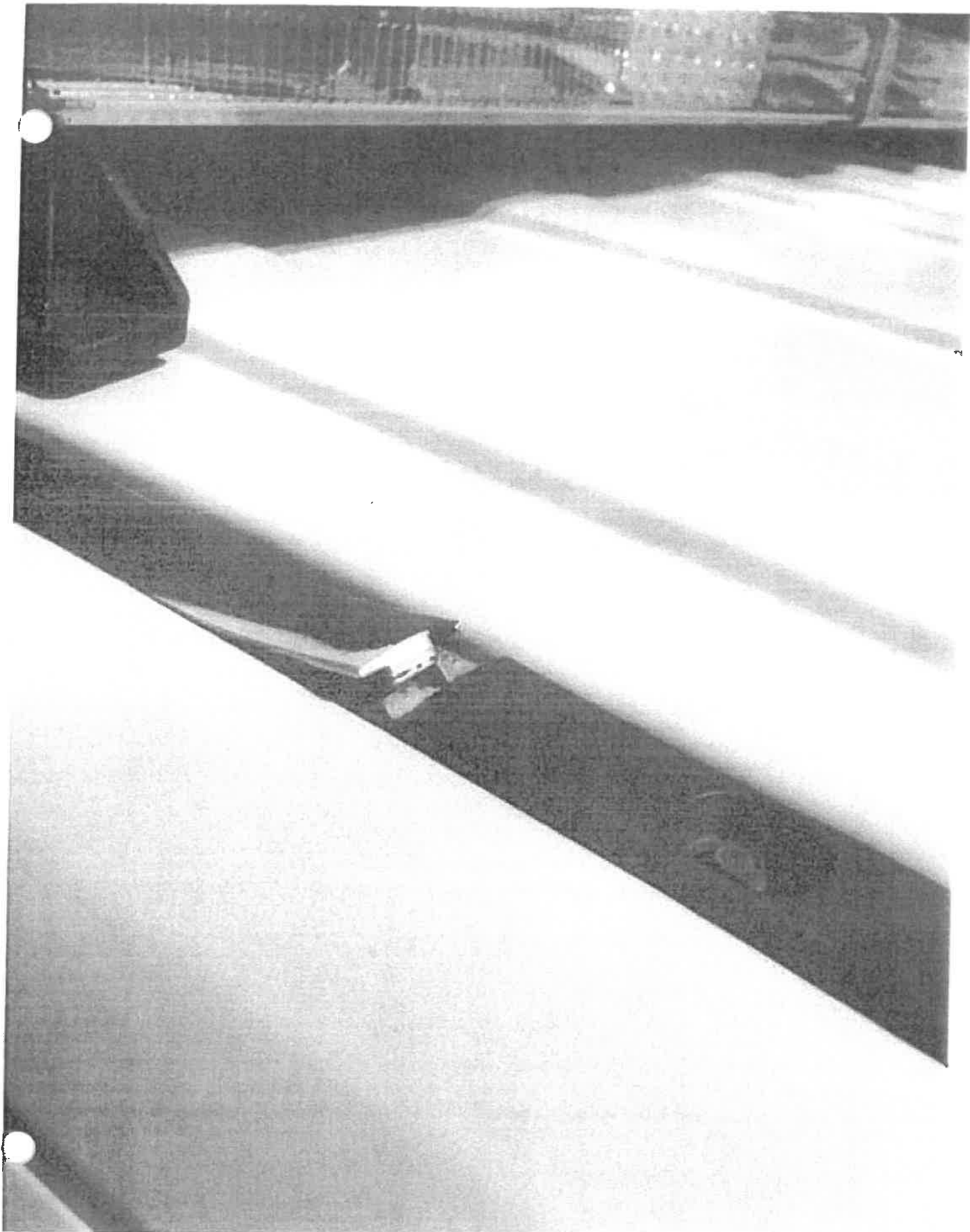
Name	Address	City	Phone	Current 5-Star Rating	Total Repairs	Previous 5-Star Rating
1 Neighborhood Auto	1500 State Hwy Rte 6	Wellfleet	(508) 349-9761	0	0	0
2 Frank's Lower Cape Auto Repair	103 Rte 6A	Orleans	(508) 255-0118	5	0	0
Notes: General repairs, front end alignments, check engine, light diagnosis and repair.						
3 Leonard Automotive	32 Oconnor Rd	Orleans	(508) 240-2308	5	19	0
Notes: Computerized engine controls & emission repair is our specialty. ASE Blue Seal Recognized.						
4 Hyannis Brake and Auto Repair	42 Bease Rd	Hyannis	(508) 775-6588	5	0	0
Notes: General auto and light truck repairs, most makes and models. Repairs by appointment only.						
5 Beard Motors, Inc	22 Ridgewood Ave	Hyannis	(508) 775-1843	5	0	0
6 Mr. T's Auto Repair	448 Rte 130	Mashpee	(508) 477-2480	5	2	0
Notes: 2 Master ASE technicians who service all makes and systems. We are your local neighborhood garage.						
7 Reime's Automotive Specialists, Inc	118 Sandwich St	Plymouth	(508) 746-7206	5	1	0
Notes: We have several years of experience and hundreds of successful emissions repairs.						
8 Cape Auto	53 Somerset St	Plymouth	(508) 746-0330	5	1	0
Notes: Your problem solvers since 1952. 2 Inspection Bays. Best Certified Tech's.						
9 Falmouth Motorcar, Inc	10 Long Hill Rd	Cataumet	(508) 564-7910	0	0	0
10 S & S Service Station	127 Tremont Street	Duxbury	(781) 934-2933	5	6	0
Notes: We service all foreign, domestic and euro vehicles. Been in business for over 50 yrs.						

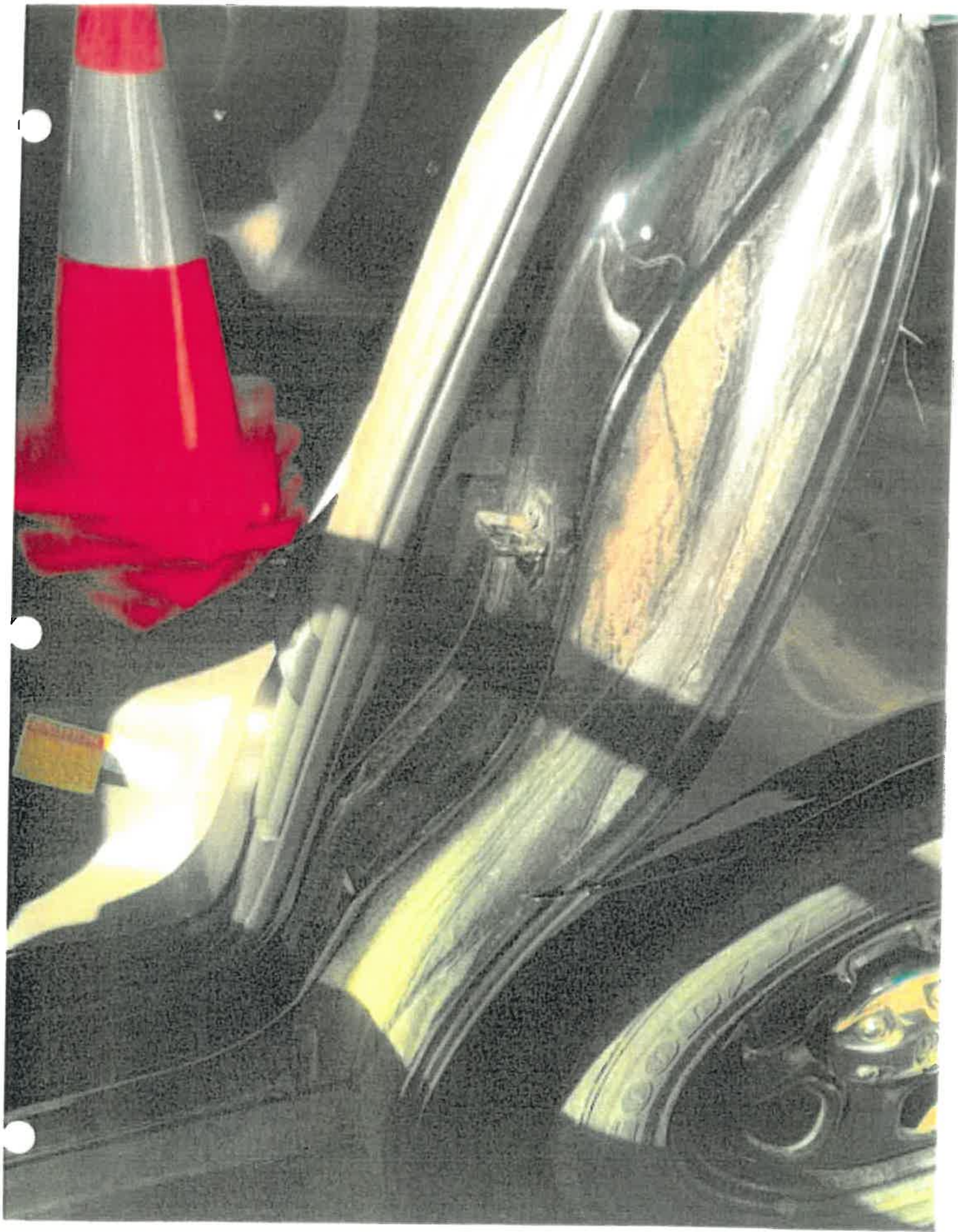
Scan to visit website

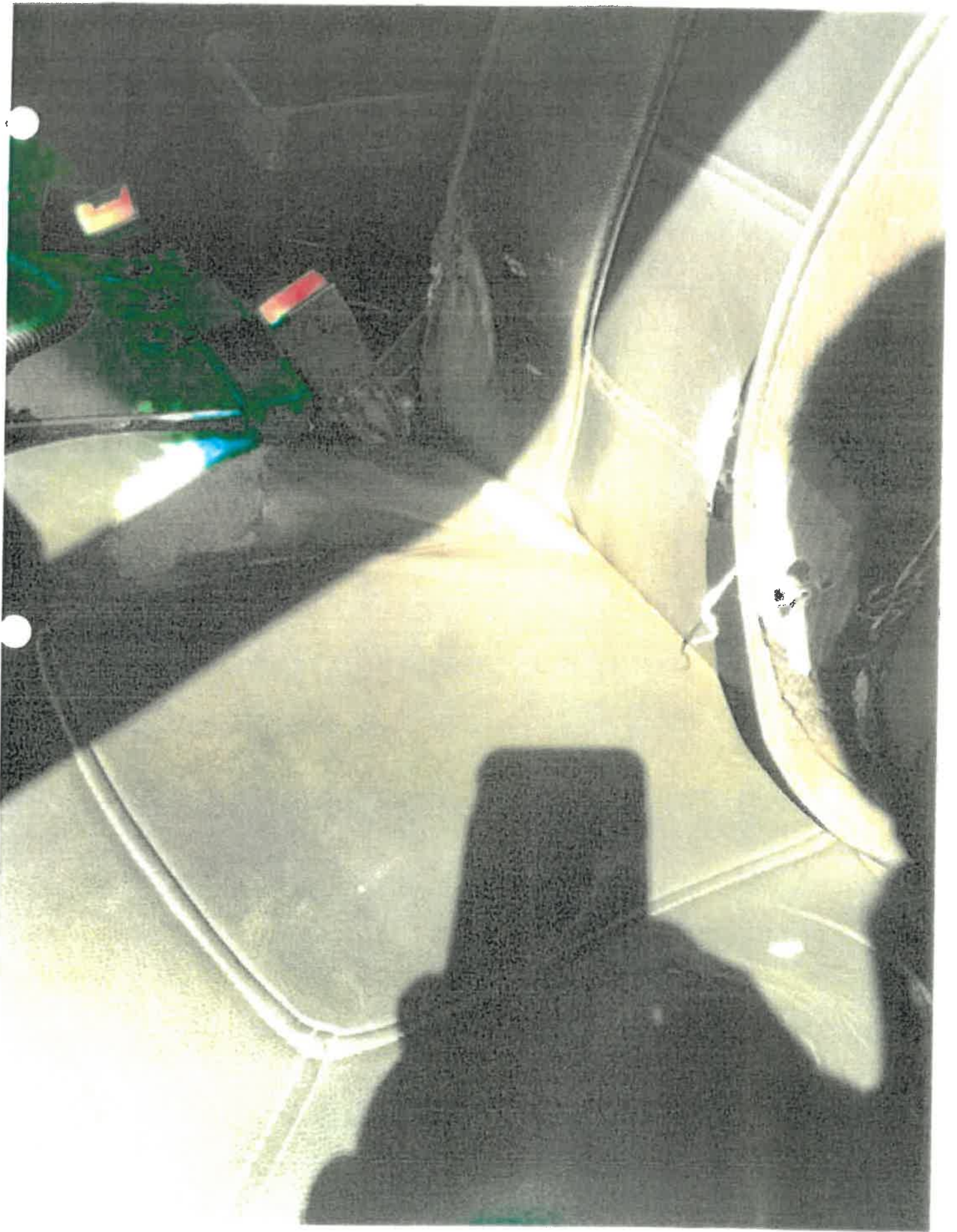


VIR Number









TOWN of WELLFLEET

2022
FY 2021 Capital Improvement Request

Department

Requested By

Project Description & Objectives

Project Need & Background

Ambulance 98 is a 2015 Chevrolet model that will have over 100,000 miles on it within the next year. It is one of the most heavily used vehicles in our fleet and needs to be replaced because of wear and tear. In addition, we are beginning to see electrical and climate control issues with this vehicle which is somewhat typical given its age and usage.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
<input type="text" value="3"/>	<input type="text" value="4"/>	<input type="text" value="3"/>	<input type="text" value="2,022"/>

Degree of Urgency (check all that apply)

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

Priority of Function (check all that apply)

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

Projected Costs by Year

FY 2021	<input type="text"/>	
FY 2022	<input type="text" value="340,000"/>	
FY 2023	<input type="text"/>	
FY 2024	<input type="text"/>	
FY 2025	<input type="text"/>	TOTAL <input type="text" value="340,000"/>
FY 2026	<input type="text"/>	

Other Comments

It is imperative that we replace this ambulance in order to maintain the same quality level of emergency medical services to the community.

BOARD OF SELECTMEN

Policy on Vehicle Rollover

Original Date: October 28, 2008

2008-1

During the early years of the life of a vehicle (the length determined by the warrantee), the expense of ownership consists of monthly note payments, insurance premiums, tags and the cost of manufacturer's recommended servicing; i.e. oil, lube, fluids, tune ups and the price of labor to perform this preventive maintenance.

As a vehicle becomes more seasoned, the cost of operating and maintaining it (brakes, tires, clutch and other mechanical as well as electrical systems) increases. While this is happening, the trade-in value decreases.

At some point two decisions have to be made.

1. Do we continue pumping time and funds into keeping this vehicle running as intended or is it more cost-effective to replace it?
2. During the expected life of a replacement, is it more cost-effective to purchase or rent the replacement or subcontract the work?

To facilitate these decisions, effective October 28, 2008 requests for the replacement of Town vehicles must be supported with:

- ◆ Description of vehicle being replaced including Department ID# and VIN
- ◆ Purchase date of vehicle being replaced
- ◆ Base purchase price of vehicle being replaced
- ◆ Extras asses and cost (radio, lights, plow, etc.)
- ◆ Manufacturer's projected life-span of vehicle being replaced
- ◆ Primary use of the vehicle
- ◆ Secondary use; i.e. snow removal
- ◆ Base price quote of replacement
- ◆ Price quote for needed extras such as radios, plow, etc.
- ◆ Target date for replacement
- ◆ Manufacturer's expected normal lifespan of replacement
- ◆ Expected lifespan under Wellfleet conditions
- ◆ Projected trade in value of vehicle being replaced as of February 1, 2022 _____.
- ◆ Projected auction value of vehicle being replaced as of February 1, 2022 if not traded in.
- ◆ Maintenance records including:
 1. Service performed, date of service performed, service provider if not DPW employee.
 2. Mileage and fuel consumption rate at date of service, engine hours at date of service
 3. Projected service requirements in next 12 months, and projected costs
- ◆ Cost of leasing replacement vehicle and terms
- ◆ Cost of renting replacement vehicle and terms
- ◆ Cost and terms of subcontracting the work

Attachment 1 is a suggested paper form for capturing and reporting the required data. It, or a modified format with the same content, is to be used until a software program can be implemented.

Rollover Decision

Attachment 1

Asset 2015 Chev/Horton ambulance ID# A-98 VIN# 1CB6C5CL4F1128144

Type Ambulance Plate MF- B482 Condition Fair

Extent of Use Weekly Purchase Date 5/14/2014 Purchase Cost Base \$171,292.00

Mfg's Projected Life Span 10 yrs. Primary Use Advance Life Support/Paramedic Ambulance

Anticipated Life Span 7 yrs. Secondary Use _____
 (based on NE weather & Salt)

Mfg's expected mpg 15 Trade in or Auction Value as of 2/1/2022 \$ 5,000.00

SERVICE RECORD

Date	Miles, Engine Hours, Fuel Used, Service Provided	Parts \$	Labor \$
	Please see attached.		

PROJECTED SERVICE Next 12 Months (include down time & labor costs) Starting to show electrical issues, transmission issues and climate control issues. It will have over 105,000 miles on it when replaced. Need a minimum of an eight month build time for a new ambulance

REPLACEMENT INFORMATION Target Date for Replacement February 1, 2022

Base Cost of Replacement \$ \$310,000.00 Cost of Extras (detail) \$ \$30,000.00 (power stretcher & radios)

Quoted by Greenwood Emergency Vehicles, North Attleboro, MA Date 9/1/2020

OTHER Rental Equivalent Cost Per Year

Cost of Insurance per Year Rental Terms _____

Cost of Registration per Year _____

Annual Note Payments _____

Ownership Cost per Year _____

Wellfleet Fire Department
Ambulance 98
Repair List

Date	Mileage	Vendor	Service	Cost
7/16/2015		Meserveys	Oil change	\$ 439.00
7/16/2015		Meserveys	Air Filter	\$ 65.34
5/28/2015		Robertsons GMC	Repair Officer door	Warranty
10/14/2015	7773	Greenwood	Door pistons, sharp box repair	\$ 1,311.04
11/9/2015	8561	Meserveys	Oil change	\$ 526.44
2/1/2016	22282	Meserveys	Oil change	\$ 325.69
3/8/2016	12008	Greenwood	loaded new i4G programs	Warranty
6/20/2016	15321	Meserveys	Oil change	\$ 317.57
9/30/2016	21,951	Robertsons GMC	Oil change	\$ -
2/6/2018	35483	Cape Cod Truck	Front end alignment	\$ 276.75
2/7/2018	35282	Meserveys	Oil change, front end evaluation	\$ 515.99
11/15/2017	32932	Meserveys	Repairs	\$ 197.98
11/8/2017	32868	Meserveys	Power problem	\$ 48.25
12/29/2017	28984	Greenwood	Electrical	\$ 390.60
10/5/2017	32076	DPW	Oil Change	NA
6/20/2017	28984	Greenwood	RR 3 new batteries	
4/11/2017	25172	DPW	Oil Change, ON spot chain repair	NA
2/26/2018	35071	Greenwood	Heat problem	\$ 857.62
2/25/2018		Cape and Island Tire	R+R front tires	\$ 460.00
5/22/2018	37570	Meserveys	Oil Change	\$ 360.68
7/10/2018	40200	Meserveys	Repair Air Conditioning	\$ 727.19
8/13/2018	42247	Meserveys	Front end work	\$ 1,179.42
3/1/2019	52699	Fords Fire Apparatus	Oil Change	\$ 645.60
3/7/2019	52699	Fords Fire Apparatus	Filter problem	\$ 164.40
5/3/2019	54705	Fords Fire Apparatus	water in fuel,, wiring problem	\$ 247.50
5/21/2019	55563	Fords Fire Apparatus	Filter problem	\$ 217.50
8/5/2019	55563	Fords Fire Apparatus	Oil change, brakes	\$ 2,169.50
2/28/2020	67446	Fords Fire Apparatus	Oil Change	\$ 580.25
3/16/2020	71516	Fords Fire Apparatus	Air valves broken,	\$ 333.65
9/3/2020	80430	Fords Fire Apparatus	Oil Change	\$ 591.50

TOWN of WELLFLEET

²⁰²²
FY-2021 Capital Improvement Request

Department

Requested By

Project Description & Objectives

Project Need & Background

Car 81 is used on a daily basis by the fire chief and serves as the command vehicle for emergency incidents. The current vehicle was purchased in 2013 and should have been replaced two years ago. It has significant wear and tear and undercarriage corrosion/rust and must be replaced at this time.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
<input type="text" value="1"/>	<input type="text" value="4"/>	<input type="text" value="1"/>	<input type="text" value="2,022"/>

Degree of Urgency (check all that apply)

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

Priority of Function (check all that apply)

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

Projected Costs by Year

FY 2021	<input type="text"/>	
FY 2022	<input type="text" value="58,000"/>	
FY 2023	<input type="text"/>	
FY 2024	<input type="text"/>	
FY 2025	<input type="text"/>	TOTAL
FY 2026	<input type="text"/>	<input type="text" value="58,000"/>

Other Comments

The cost of the vehicle is \$43,000.00. The cost to purchase and install new FCC compliant radios is \$8,000.00. The cost to outfit the vehicle with emergency warning lights and sirens is \$7,000.00.

Rollover Decision

Attachment 1

Asset 2013 Chevrolet ID# C-81 VIN# 1GNSK2E01DR34719
 Type Tahoe 4x4 Plate MFA 948 Condition Fair
 Extent of Use Daily Purchase Date 6-20-2013 Purchase Cost Base 34,402.00
 Mfg's Projected Life Span 8 -10 yrs. Primary Use Fire Dept. Incident Command Vehicle
 Anticipated Life Span 6 - 7 yrs. Secondary Use Transport emergency responders
 (based on NE weather & Salt)
 Mfg's expected mpg 18 MPG Trade in or Auction Value as of 7/1/2021 \$ 5,000.00

SERVICE RECORD

Date	Miles, Engine Hours, Fuel Used, Service Provided	Parts \$	Labor \$
9/1/19	Body work, dual mirror replacement		\$500.00
6/18/19	New tires, new brakes and oil change		\$2,279.00
4/1/19	Oil change, new batteries		\$545.00
3/18/19	Oil change, preventative maintenance, summer preparation		\$584.00
6/26/18	Oil change, preventative maintenance, GM recall		\$670.00
9/28/16	Preventative maintenance, climate control repair		\$733.00

PROJECTED SERVICE Next 12 Months (include down time & labor costs) Frame and under carriage corrosion, transmission work, exhaust. Estimated costs \$7,500.00 - \$9,000.00

REPLACEMENT INFORMATION

Target Date for Replacement 7/1/2021

Base Cost of Replacement \$39,031.00 Cost of Extras (detail) \$ Radios & Warning lights \$15,969.00

Quoted by Colonial Municipal Group, Marlborough, MA Date 01/26/2021

OTHER

Rental Equivalent Cost Per Year

Cost of Insurance per Year

Rental Terms _____

Cost of Registration per Year

Annual Note Payments

Ownership Cost per Year

BOARD OF SELECTMEN

Policy on Vehicle Rollover

Original Date: October 28, 2008

2008-1

During the early years of the life of a vehicle (the length determined by the warranty), the expense of ownership consists of monthly note payments, insurance premiums, tags and the cost of manufacturer's recommended servicing; i.e. oil, lube, fluids, tune ups and the price of labor to perform this preventive maintenance.

As a vehicle becomes more seasoned, the cost of operating and maintaining it (brakes, tires, clutch and other mechanical as well as electrical systems) increases. While this is happening, the trade-in value decreases.

At some point two decisions have to be made.

1. Do we continue pumping time and funds into keeping this vehicle running as intended or is it more cost-effective to replace it?
2. During the expected life of a replacement, is it more cost-effective to purchase or rent the replacement or subcontract the work?

To facilitate these decisions, effective October 28, 2008 requests for the replacement of Town vehicles must be supported with:

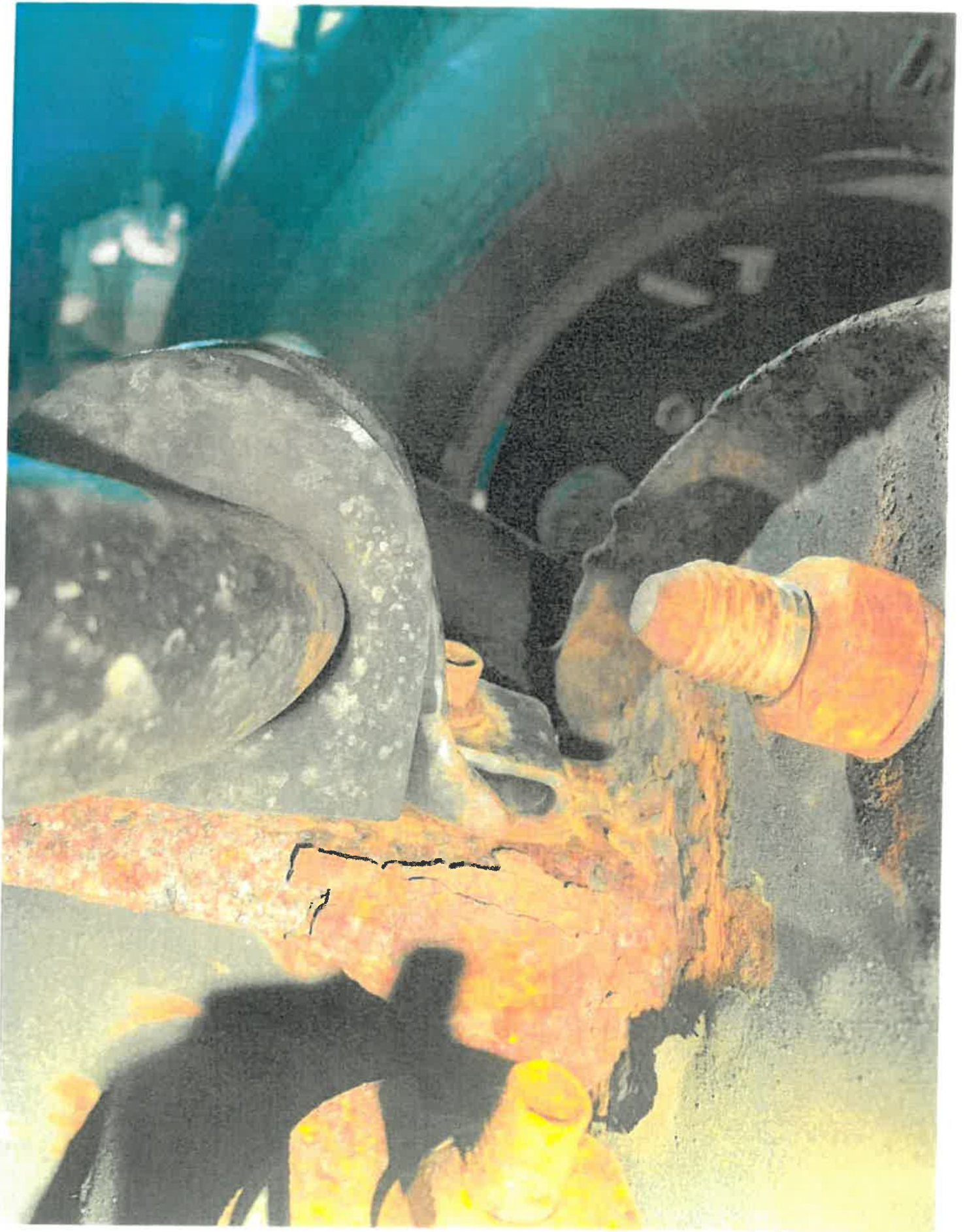
- ◆ Description of vehicle being replaced including Department ID# and VIN
- ◆ Purchase date of vehicle being replaced
- ◆ Base purchase price of vehicle being replaced
- ◆ Extras asses and cost (radio, lights, plow, etc.)
- ◆ Manufacturer's projected life-span of vehicle being replaced
- ◆ Primary use of the vehicle
- ◆ Secondary use; i.e. snow removal
- ◆ Base price quote of replacement
- ◆ Price quote for needed extras such as radios, plow, etc.
- ◆ Target date for replacement
- ◆ Manufacturer's expected normal lifespan of replacement
- ◆ Expected lifespan under Wellfleet conditions
- ◆ Projected trade in value of vehicle being replaced as of July 1, 2023
- ◆ Projected auction value of vehicle being replaced as of July 1, 2023 not traded in.
- ◆ Maintenance records including:
 1. Service performed, date of service performed, service provider if not DPW employee.
 2. Mileage and fuel consumption rate at date of service, engine hours at date of service
 3. Projected service requirements in next 12 months, and projected costs
- ◆ Cost of leasing replacement vehicle and terms
- ◆ Cost of renting replacement vehicle and terms
- ◆ Cost and terms of subcontracting the work

Attachment 1 is a suggested paper form for capturing and reporting the required data. It, or a modified format with the same content, is to be used until a software program can be implemented.











220 Fire FY 2022 Additional Budget Request

Additional Amount Requested

\$168,080.00

Budget Line Number

Line # A-1 Account Description: S&W – Full-time

One Time Only or Ongoing Expense?

This is an ongoing expense request to fund two (2) additional full-time, Firefighter/Paramedic or EMT positions.

Description of Program, Product or Service

These positions are necessary to continue to provide the minimum, adequate coverage of firefighting, rescue and advanced ambulance life support services to the community.

Cost/Benefit Analysis

The Fire Department needs to provide a minimum of four (4) personnel on each Group. Presently, we only have a total of five (5) on-call personnel remaining on the Department. As of this date, the Group staffing consists of the following:

Group 1 – Three (3) full-time FF/Paramedics. One (1) on-call member.

Group 2 - Three (3) full-time FF/Paramedics. One (1) on-call member.

Group 3 – Two (2) full-time Firefighter Paramedics and one (1) full-time FF/EMT. Two (2) on-call members.

Group 4 – Three (3) full-time Firefighter Paramedics. One (1) on-call member.

Day time: Four days on/four days off rotating schedule: Two (2) full-time FF/EMTs

Over the next two (2) budget years, we will need to add four (4) full-time positions in order to meet the minimum of four (4) personnel on each Group. It should be noted and understood, that four (4) members on each Group is the minimum. If this budget request is approved, we anticipate needing to only add two (2) new full-time positions in FY-2023.

While the Department is grateful for the continued support of the Town Administration and community, and we have made improvements in our full-time staffing efforts, the current staffing model and situation is unsustainable and puts both our Department personnel and the public at an untenable risk. We must continue to fund additional full-time personnel on an annual basis until we reach the minimum of four (4) full-time personnel per Group/shift and two full-time daytime personnel.

TOWN of WELLFLEET

2022
FY-2021 Capital Improvement Request

Department **DPW - EQUIPMENT**

Requested By **Mark Vincent**

Project Description & Objectives

3/4 TON pickup replacement with PLOW

Project Need & Background

This is to replace a 2003 3/4 TON pickup/utility body truck that is beyond it's serviceable life. It's currently 18 years old

Priority #	of Projects Submitted	Priority #	for Fiscal Year
2	2		2,022

Degree of Urgency (check all that apply)

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

Priority of Function (check all that apply)

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

Projected Costs by Year

FY 2021	<input type="text"/>	
FY 2022	\$0,000	
FY 2023	<input type="text"/>	
FY 2024	<input type="text"/>	
FY 2025	<input type="text"/>	TOTAL \$60,000
FY 2026	<input type="text"/>	

Other Comments

Rollover Decision

Attachment 1

Asset 2003 Chevy Silverado ID# HC-1 VIN# 1GCHK29G53E117346
 Type Pick-up Plate M68903 Condition Poor
 Extent of Use Everyday Purchase Date 2003 Purchase Cost Base \$27,486
 Mfg's Projected Life Span N/A yrs. Primary Use Highways/Building/Custodial/Grounds
 Anticipated Life Span 12 yrs. Secondary Use Plowing, hauling material
 (based on NE weather & Salt)
 Mfg's expected mpg 15-20 mpg Trade in or Auction Value as of 3/30/21 \$ unknown

SERVICE RECORD

Date	Miles, Engine Hours, Fuel Used, Service Provided	Parts \$	Labor \$
	See attached service records. Current mileage as of 3/30/21 is 107,117		

PROJECTED SERVICE Next 12 Months (include down time & labor costs)

REPLACEMENT INFORMATION

Target Date for Replacement 2021

Base Cost of Replacement \$ 60,000

Cost of Extras (detail) \$ _____

Quoted by MHO in 2020

Date _____

OTHER

Rental Equivalent Cost Per Year

Not applicable

Cost of Insurance per Year
 Registration per Year

Rental Terms Cost of

Annual Note Payments

Ownership Cost per Year

COMPLETED WORK ORDER SUMMARY

Town of Welfleet DPW

Sorted By: Asset ID

Page 1 of 1
10/2/2019

WO#	Code	Date Completed	Asset ID	Assigned To	Schedule	Budget ID	Hours Worked	Part Costs	Labor Costs	Total Costs	
378	OIL CHANGE	12/10/10	H1CHEVY34PICKL		5000 OIL CH	420 DPW OPER	0.00	\$0.00	\$0.00	\$0.00	
379	TIRE CHANGE	12/10/10	H1CHEVY34PICKL		30K TIRE CH	420 DPW OPER	0.00	\$0.00	\$0.00	\$0.00	
380	STATE INSPEC	12/10/10	H1CHEVY34PICKL		STATE INSF	420 DPW OPER	0.00	\$0.00	\$0.00	\$0.00	
588	MAINTENANCE	1/31/11	H1CHEVY34PICKL			420 DPW OPER	0.00	\$0.00	\$0.00	\$0.00	
1269	OIL CHANGE	1/13/12	H1CHEVY34PICKL	Berry, Kevin		420 DPW OPER	0.00	\$0.00	\$0.00	\$0.00	
1291	VEHICLE REPA	10/27/11	H1CHEVY34PICKL			420 DPW OPER	1.00	\$0.00	\$0.00	\$0.00	
1500	INSPECTION	9/19/12	H1CHEVY34PICKL			420 DPW OPER	0.00	\$0.00	\$890.00	\$890.00	
1851	VEHICLE REPA	9/23/12	H1CHEVY34PICKL			420 DPW OPER	0.00	\$0.00	\$0.00	\$0.00	
1859	TIRE CHANGE	10/12/12	H1CHEVY34PICKL			420 DPW OPER	0.00	\$0.00	\$0.00	\$0.00	
1753	MAINTENANCE	3/14/13	H1CHEVY34PICKL			420 DPW OPER	0.00	\$0.00	\$0.00	\$0.00	
1760	MAINTENANCE	3/12/13	H1CHEVY34PICKL			420 DPW OPER	0.00	\$0.00	\$0.00	\$0.00	
1833	STATE INSPEC	9/13/13	H1CHEVY34PICKL		STATE INSF	420 DPW OPER	0.00	\$0.00	\$0.00	\$0.00	
2173	STATE INSPEC	9/20/13	H1CHEVY34PICKL		STATE INSF	420 DPW OPER	0.00	\$0.00	\$0.00	\$0.00	
2297	VEHICLE REPA	9/27/13	H1CHEVY34PICKL			420 DPW OPER	0.00	\$0.00	\$0.00	\$0.00	
2302	VEHICLE REPA	10/9/13	H1CHEVY34PICKL			420 DPW OPER	0.00	\$95.93	\$0.00	\$95.93	
2681	VEHICLE REPA	8/29/14	H1CHEVY34PICKL			420 DPW OPER	1.00	\$0.00	\$70.00	\$70.00	
2809	MAINTENANCE	12/18/14	H1CHEVY34PICKL			420 DPW OPER	0.00	\$219.78	\$0.00	\$219.78	
2999	VEHICLE REPA	3/18/15	H1CHEVY34PICKL			420 DPW OPER	2.00	\$989.17	\$600.00	\$1,589.17	
3101	VEHICLE REPA	7/27/15	H1CHEVY34PICKL			420 DPW OPER	1.00	\$629.19	\$320.00	\$949.19	
3318	MAINTENANCE	12/29/15	H1CHEVY34PICKL			420 DPW OPER	0.00	\$0.00	\$0.00	\$0.00	
3838	MAINTENANCE	1/30/17	H1CHEVY34PICKL			420 DPW OPER	0.00	\$756.00	\$0.00	\$756.00	
3539	MAINTENANCE	1/19/17	H1CHEVY34PICKL			420 DPW OPER	0.00	\$1,829.49	\$0.00	\$1,829.49	
3641	VEHICLE REPA	3/10/17	H1CHEVY34PICKL	Sova, Warren Jam		420 DPW OPER	0.00	\$527.12	\$0.00	\$527.12	
3659	MAINTENANCE	3/8/17	H1CHEVY34PICKL			420 DPW OPER	0.00	\$0.00	\$0.00	\$0.00	
3662	MAINTENANCE	3/7/17	H1CHEVY34PICKL			420 DPW OPER	0.00	\$550.81	\$0.00	\$550.81	
3669	MAINTENANCE	3/24/17	H1CHEVY34PICKL			420 DPW OPER	0.00	\$553.88	\$0.00	\$553.88	
3673	MAINTENANCE	3/24/17	H1CHEVY34PICKL			420 DPW OPER	0.00	\$389.19	\$0.00	\$389.19	
							Total:	6.00	\$6,349.92	\$1,340.00	\$7,689.92

Request #22

HC-1 repairs	Work Performed By	Type of Maintenance Key: R = Repair to Drive E = Emergency Repair O = Oil Change T = Tire Y = Yearly Maintenance	Work Performed	Photo/Attachment/Other	Mileage/ Hours	Date Completed	Labor	Parts	Total Cost
	McLaughlin Chevrolet	R	gasket, stud, nut			1/18/2017			\$59.47
	McLaughlin Chevrolet	R	oil cooler			1/19/2017			\$265.54
	McLaughlin Chevrolet	R	oil cooler parts			1/19/2017			\$202.11
	McLaughlin Chevrolet	R	trans cooler			2/27/2017			\$386.30
	McLaughlin Chevrolet	R	cooler			3/2/2017			\$106.85
	McLaughlin Chevrolet	R	brakes, callipers			3/15/2017			\$488.07
	McLaughlin Chevrolet	R	brakes, callipers			3/15/2017			\$797.07
	Cape and Islands Tire	R	tire dismount/mount			1/8/2018		\$ 120.00	\$120.00
	McLaughlin Chevrolet	R	cover kit and bolt			8/21/2018			\$81.12
	Cape and Islands Tire	R	replace 4 tires			9/26/2019	\$ -	\$ 393.04	\$ 393.04
	McLaughlin Chevrolet	R	drivers side exhaust manifold			9/27/2019			\$ 750.00
	McLaughlin Chevrolet	R	Power steering pump and lines, shock absorbers			9/30/2019			\$ 750.00
	McLaughlin Chevrolet	R	Front passenger side body mount			10/1/2019			\$ 300.00
	McLaughlin Chevrolet	R	new brake lines and rear bumper			10/2/2019			\$ 650.00
	McLaughlin Chevrolet	R	Engine oil cooler lines and fittings for radiator			10/3/2019			\$ 400.00
	McLaughlin Chevrolet	R	Gaskets, LH+RH exhaust to manifold			10/4/2019			\$ 1,500.00
	McLaughlin Chevrolet	R	front and rear callipers, new water pump and thermostat			10/7/2019			\$ 950.00
TOTAL to date									



TOWN of WELLFLEET

2022
FY 2021 Capital Improvement Request

Department

Requested By

Project Description & Objectives

Project Need & Background

Priority #	of Projects Submitted	Priority #	for Fiscal Year
<input type="text" value="1"/>	<input type="text" value="2"/>	<input type="text"/>	<input type="text" value="2,022"/>

Degree of Urgency (check all that apply)

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

Projected Costs by Year

FY 2021	<input type="text"/>	
FY 2022	<input type="text" value="240,000"/>	
FY 2023	<input type="text"/>	
FY 2024	<input type="text"/>	
FY 2025	<input type="text"/>	TOTAL <input type="text" value="240,000"/>
FY 2026	<input type="text"/>	

Other Comments

Rollover Decision

Attachment 1

Asset 2001 Mack Roll-off truck

ID# R-1

VIN# 1M2P270C31M061652

Type Roll off truck

Plate M90137

Condition Poor

Extent of Use Everyday

Purchase Date 2001

Purchase Cost Base \$XXX

Mfg's Projected Life Span N/A yrs.

Primary Use Transfer Station/Highways

Anticipated Life Span 15 yrs.
(based on NE weather & Salt)

Secondary Use Plowing, hauling material

Mfg's expected mpg 10-15 mpg

Trade in or Auction Value as of N/A \$ _____

SERVICE RECORD

Date	Miles, Engine Hours, Fuel Used, Service Provided	Parts \$	Labor \$
	Current mileage as of 3/30/21 is 417,097		

PROJECTED SERVICE Next 12 Months (include down time & labor costs)

REPLACEMENT INFORMATION

Target Date for Replacement 2021

Base Cost of Replacement \$ 200,750

Cost of Extras (detail) \$39,250 for pup trailer

Quoted by Mack of Avon

Date 10/20/20

OTHER

Rental Equivalent Cost Per Year

Not applicable

Cost of Insurance per Year
Registration per Year

Rental Terms

Cost of

Annual Note Payments

Ownership Cost per Year

MEMO

To: Town Administrator, Select Board, Finance Committee
From: Mark Vincent, DPW Director
Date: March 30, 2021
Re: Recycling Roll off truck information and purchasing justification

Dear Town Administrator, Select Board members and Finance Committee members:

The following information outlines the justification for purchasing a new DPW Roll off truck. This memo is structured into the following categories: Existing Information and Use, Proposed Purchase, Justification for Purchase and Summary. We appreciate your consideration in this matter and would be happy to answer any questions you may have.

Existing Information and Use

The existing recycling roll-off truck is a 2001 with 415,147 miles. Plate number M90 137. Before the DPW acquired the truck it was used as a septic pumper then converted to a roll off and is being increasingly utilized for various DPW tasks. Unfortunately, after many good years of 19+ years of use, it is now deteriorating. Some of the major issues are as follows:

- Major corrosion around braking and hydraulic systems
- Hydraulic oil leaks
- Outdated controls that can be glitchy

Major concern would be failing of a fitting from the hydraulic lines when the machine is in use leading to a major safety hazard.



Uses for Roll-off (recycling truck)

- Necessary to change recycling compactor containers.
- Ability to transport Transfer Station recycling materials to final destination
- Has the most capacity and flexibility/ease of loading in snow removal, storm damage cleanup, beach cleanups, and cleanouts of buildings.
- Has unique ability to load clutch (shells) onto Shellfish Dept. barge for spreading into the harbor without modification.

Proposed Purchase

The request in front of you is for \$240,000 to replace our 19 year old roll off truck with a new roll off truck including a PUP trailer to increase efficiencies with being able to transport 2 containers in one trip. Saving money and time,



Figure 1 - Example of 2021 Roll Off Truck



Figure 2 - Example of PUP trailer

Justification for Purchase

Purchasing a new Roll-Off truck is necessary for DPW operations such as snow removal, beach cleanups, storm damage cleanup and demolition projects. It is also a great asset to the Shellfish Department when we assist with their CULTCH program.

Notwithstanding those functions, the roll off truck is a vital asset for the Transfer Station Facility – especially recycling operations. Given the current state of the trash/recycling industry, it behooves the Town to consider options that allow for the greatest flexibility and control. The addition of a pup trailer will give this equipment more options for recycling independence and cost savings in the future.

In addition, the Town does not hold any contracts for Recycling disposal, meaning at any time, one of our haulers such as Capital Paper Recycling (CPR) could decide to discontinue service. Few companies want to venture to the Outer Cape for such a small amount of material and those that do will charge accordingly. For example, Barnstable County investigated a Cape-wide recycling bid about a year ago and received no interest. These companies are often apprehensive about long term contracts due to the current volatility of the Recycling market. To have control over how and where our material is hauled gives the Town greater flexibility in navigating changes in the market, finding the best prices and cutting transportation costs.

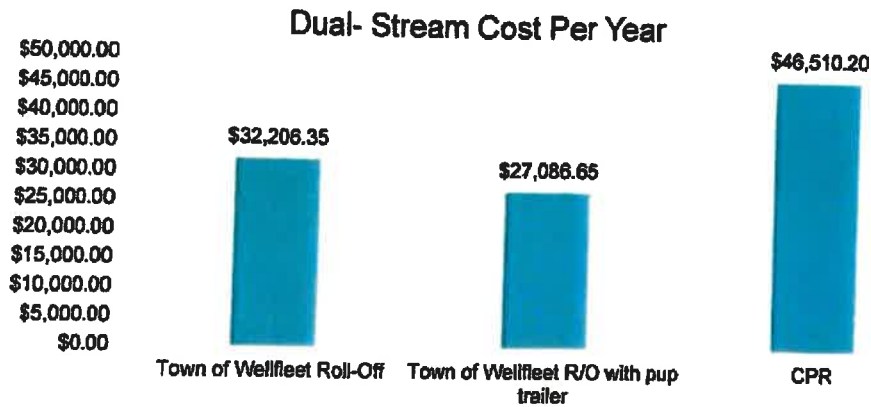
The purchase of a new Roll-Off truck and pup trailer opens the ability to self-haul other materials such as Metal, Demolition, Furniture etc, further reducing hauling costs.

Summary

The following table summarizes what the Town is currently paying Capital Paper Recycling (CPR) to haul our dual stream recycling vs what it would cost the DPW to transport the materials. Please note that these numbers are subject to change with market conditions.

Cost Analysis				
Hauler	Material	Cost Per Ton	Hauling Cost	Total Cost Per Year (based on 2019 tonnage)
CPR	Cardboard/Mixed Paper	\$75/ton	\$300/can	265.68 Tons with 39 cans = \$31,626.00/year
CPR	Comingled	\$60/ton	\$300/can	60.15 Tons with 17 cans = \$8,709.00/year
CPR	Bulky Rigid Plastic	\$140/ton	\$300/can	22.68 Tons with 10 cans = \$6,175.20/year
Wellfleet (to Republic)	Cardboard/Mixed paper	\$55/ton	\$155/can	265.68 Tons with 39 cans = \$20,657.40/year

				With pup trailer = \$17,712.40/year
Wellfleet (to Republic)	Comingled (with Tin)	\$70/ton	\$155/can	60.15 Tons with 17 cans = \$6845.50/year
Wellfleet (to Miller)	Bulky Rigid Plastic	\$125/ton	\$187/can	With pup trailer = \$5,605.50/year 22.67 Tons with 10 cans = \$4,703.75/year
				With pup trailer = \$3,768.75/year



- Roll-Off Self-Hauling by the Town will require spending \$240K on a new Roll-Off truck and pup trailer but decreases current hauling/tipping costs by approx. \$20-40k/year depending on the type of recycling.
- The pup trailer is critical to Roll-Off Self-Haul because it decreases trips with truck and driver by 50%, meaning less wear and tear on equipment and more time for the driver to work on other DPW tasks.
- It is important to remember that we will need to purchase a new Roll-Off truck regardless of Recycling due to its other DPW functions.

As you can see from these figures, it would be advantageous to acquire this piece of equipment to further reduce the cost of hauling and transporting materials both now and in the future. It also enhances the Town's ability to continue with local projects including shellfish, DPW general operations, snow removal and beach/buildings cleanups.

Department

Requested By

Project Description & Objectives

Project Need & Background

Replacement of the current Rescue Vessel that was built in 2003. The current Vessel is at the end of it's engine life span with parts and machinery more difficult to obtain. It's reliability has diminished to the point it is becoming a safety concern. The new Vessel will include a fire pump, flier camera for thermal imaging and state of the art radar and life safety equipment.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
<input type="text" value="1"/>	<input type="text" value="2"/>	<input type="text" value="1"/>	<input type="text" value="2,022"/>

Degree of Urgency (check all that apply)

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

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

Projected Costs by Year

FY 2021	<input type="text"/>	
FY 2022	<input type="text" value="290,000"/>	
FY 2023	<input type="text"/>	
FY 2024	<input type="text"/>	
FY 2025	<input type="text"/>	TOTAL <input type="text" value="290,000"/>
FY 2026	<input type="text"/>	

Other Comments

We are researching possible grant opportunities as well as other funding options. The replacement of the current Vessel is absolutely critical to the operations of this Department and harbor public safety.

Department

Requested By

Project Description & Objectives

Project Need & Background

Replacement of our 1973 crane truck which is used to pull out floats, docks and gangways on an annual basis. The existing forklift is 47 years old and at the end of its useful lifespan. As with any machinery of this vintage replacement parts and components are becoming nonexistent.

Priority #	of Projects Submitted	Priority #	for Fiscal Year
<input type="text" value="2"/>	<input type="text" value="2"/>	<input type="text" value="2"/>	<input type="text" value="2,022"/>

Degree of Urgency (check all that apply)

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

Projected Costs by Year

FY 2021	<input type="text"/>	
FY 2022	<input type="text" value="60,000"/>	
FY 2023	<input type="text"/>	
FY 2024	<input type="text"/>	
FY 2025	<input type="text"/>	TOTAL <input type="text" value="60,000"/>
FY 2026	<input type="text"/>	

Other Comments

Department

Requested By

Project Description & Objectives

Project Need & Background

I worked with DPW Director Mark Vincent on a truck replacement plan for each of our three trucks every five years given the heavy usage on intertidal terrain and exposure to salt water, and our necessity to have trucks in good working condition due to the safety services we provide to the shellfishing industry. The 2016 truck came up for replacement in FY2021, however, given

Priority #	of Projects Submitted	Priority #	for Fiscal Year
<input type="text" value="1"/>	<input type="text"/>	<input type="text" value="1"/>	<input type="text" value="2,022"/>

Degree of Urgency (check all that apply)

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

Projected Costs by Year

FY 2021	<input type="text"/>	
FY 2022	<input type="text" value="24,000"/>	
FY 2023	<input type="text" value="26,500"/>	
FY 2024	<input type="text"/>	
FY 2025	<input type="text" value="29,000"/>	TOTAL <input type="text"/>
FY 2026	<input type="text"/>	

Other Comments

The FY22 estimate is based on outreach to three dealers. I averaged the three to budget for it due to uncertainties in price which could change between now and July 1, 2021. We will choose the cheapest option once we are ready to place our order. I then added an additional 10% to accommodate for a price increase due

Department

Requested By

Project Description & Objectives

Project Need & Background

I worked with DPW Director Mark Vincent on a truck replacement plan for each of our three trucks every five years given the heavy usage on intertidal terrain and exposure to salt water, and our necessity to have trucks in good working condition due to the safety services we provide to the shellfishing industry. The 2016 truck came up for replacement in FY2021, however, given

Priority #	of Projects Submitted	Priority #	for Fiscal Year
<input type="text" value="1"/>	<input type="text"/>	<input type="text" value="1"/>	<input type="text" value="2,022"/>

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

Projected Costs by Year

FY 2021	<input type="text"/>	
FY 2022	<input type="text" value="24,000"/>	
FY 2023	<input type="text"/>	
FY 2024	<input type="text"/>	
FY 2025	<input type="text"/>	TOTAL <input type="text" value="24,000"/>
FY 2026	<input type="text"/>	

Other Comments

The FY22 estimate is based on outreach to three dealers. I averaged the three to budget for it due to uncertainties in price which could change between now and July 1, 2021. We will choose the cheapest option once we are ready to place our order. I then added an additional 10% to accommodate for a price increase due

Rollover Decision **Attachment 1**

Asset 7 71.6 ID# 16 VIN# 2F 141 28 3 6-7 195

Type 6 Plate 17-2 Condition good

Extent of Use 100% Purchase Date ... Purchase Cost Base ...

Mfg's Projected Life Span ... yrs. Primary Use light retirement preparation

Anticipated Life Span ... yrs. Secondary Use ...

(based on NE weather & Salt)

Mfg's expected mpg ... Trade in or Auction Value as of 10-22-2022 \$ 14,000

SERVICE RECORD

Date	Miles, Engine Hours, Fuel Used, Service Provided	Parts \$	Labor \$
2-11-20	58135	10	3
1-14-20
5-17-20	49200	...	109.00
5-17-20	11.00
5-17-20	...	DPK DPK DPK	...
5-17-20	...	4 90	31.00
8-28-17	22475	50.00	70.00

PROJECTED SERVICE Next 12 Months (include down time & labor costs)

From Dealer

Oil

5-1-18 34384 71455 ...

Target Date for Replacement 07-01-21

REPLACEMENT INFORMATION

Base Cost of Replacement \$ 33,885.00 Cost of Extras (detail) \$ 1695.00

Quoted by ... Date 10/22/2022

OTHER

Rental Equivalent Cost Per Year 1A

Rental Terms ...

Cost of Insurance per Year ...

Cost of Registration per Year ...

Annual Note Payments ...

Ownership Cost per Year ...

WAREHAM FORD INC.

QUOTATION



2628 CRANBERRY HWY WAREHAM MA 02571
WWW.WAREHAMFORD.COM jnunes@warehamford.com

(508)-295-3643 PH
(508)291-0712 FAX

TO: TOWN OF WELLFLEET
ATTN: NANCY CIVETTA
FROM: JIM NUNES
DATE: 10/22/20

F1E TRUCK SRW 4X4
141" WHEELBASE 8' BOX
LAST 8 OF VIN# TBD

2021 FORD F 150 XL 4X4 REGULAR CAB 8' BOX

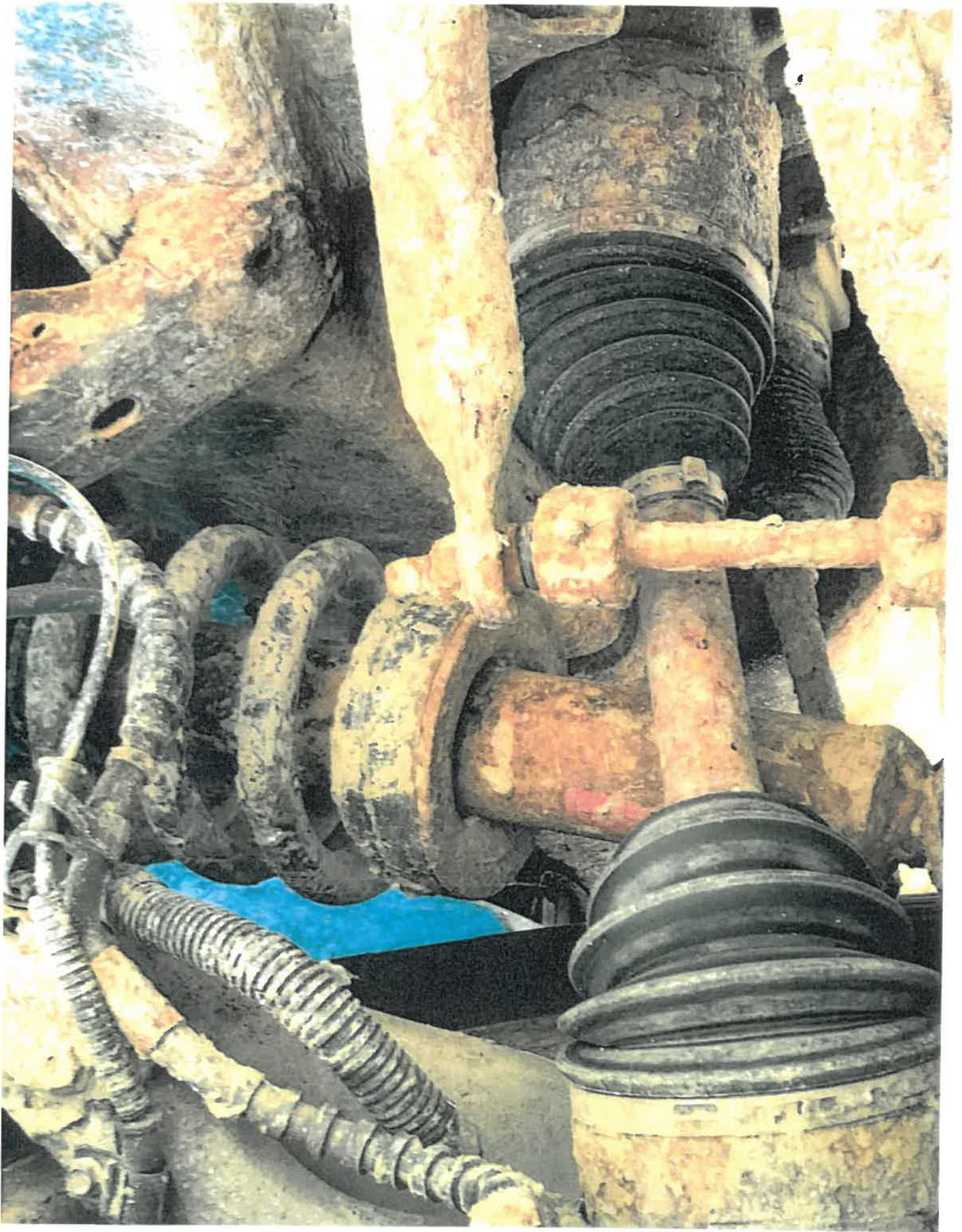
STANDARD FEATURES:

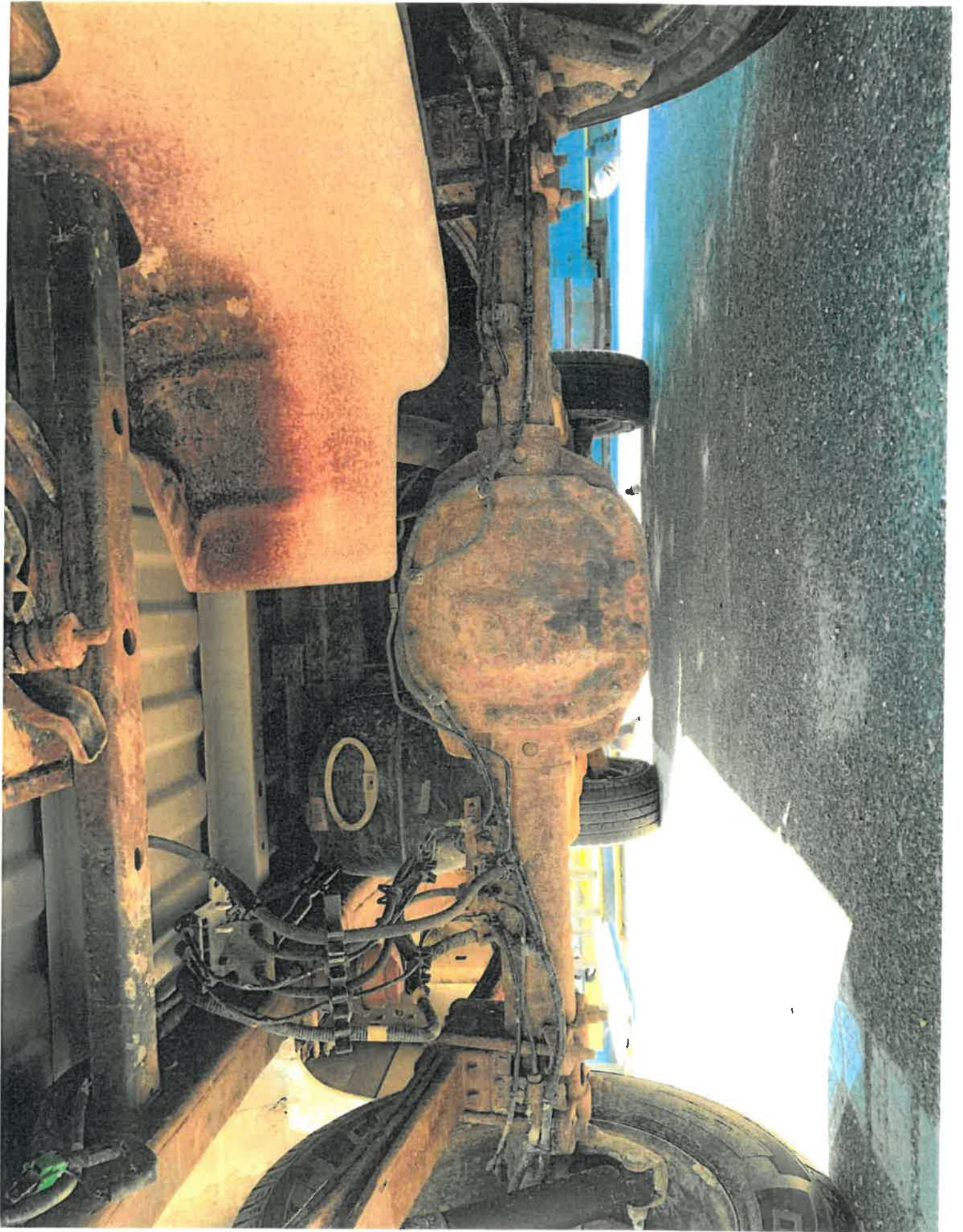
BASE VEHICLE PRICE	\$33,885.00
OXFORD WHITE EXT.	
40/20/40 SPLIT BENCH SEAT-	
-MED EARTH GRAY, VINYL	
50 STATES EMISSIONS	
MANUAL FOLD/SIDE MIRRORS	
AIR CONDITIONING CFC FREE	
PAYLOAD PACKAGE 6,325 LB. GVWR	
LT265/70R -17" ALL SEASON TIRES	
3.73 REGULAR AXLE	
17" SILVER STEEL WHEELS	

OPTIONED FEATURES:

LT245/70R17E ALL TERRAIN TIRES	295.00
CLASS IV TRAILER TOW	205.00
TOUGH BED SPRAY IN LINER	595.00
NH OIL UNDERCOAT	420.00
TOUNGE 4" & BALL 2"	57.00
DESTINATION DELIVERY	<u>1,695.00</u>

TOTAL TRUCK WITH OPTIONS. **\$37,152.00**













TOWN OF WELFLEET

300 MAIN STREET WELFLEET MASSACHUSETTS 02667
Tel (508) 349-0300 Fax (508) 349-0305
www.wellfleetma.org

FY 2022 - 5 Year Capital Improvement Plan

Finance Committee Recommendations – November 26, 2020

Introduction

The FY 2022 5-year Capital Improvement Plan (CIP) discussed in this report represents an annually updated projection of capital requests by the various town department leaders, beginning with the FY2022 budget cycle and extending to FY2026.

The Finance Committee (FinCom) of the Town of Wellfleet is responsible (per the town charter) to review the CIP prepared by Maria Broadbent, the Town Administrator (TA) in conjunction with the town's department leaders.

The FinCom must make its recommendations on the plan available to the public by November 30, 2020. To that end, the FinCom reviewed the CIP at its October 28 meeting, attended by the TA, and developed a set of opinions and recommendations.

The FinCom further fulfilled its obligation to hold a public hearing on those recommendations at its November 18th meeting and submitted the results in this report to the Select Board and TA prior to November 30th.

Impact of COVID-19

The emergence of the COVID-19 virus early in 2020 had a predictably disruptive effect on the normal operations of Wellfleet's town government. For example, a consequence of the pandemic, Annual Town Meeting (ATM) was postponed from April to September. In addition, we welcomed a new Town Administrator in August, signaling both a change in leadership and introducing further budget planning delays as the transition evolved.

As a result, financial planning and projections that would have begun early in the year were delayed as department leaders assessed the impact of the pandemic on their multi-year plans.

The Finance Committee has expressed its concern to the Town Administrator and the Selectboard regarding the need to develop contingency plans should the pandemic become a multi-year phenomenon.

If treatments and social habits enable a return to some kind of 'normalcy' within 2021, we expect budgets and financing to follow suit. However, if the effect of the pandemic lasts 2-3 (or more) years it's reasonable to expect budget priorities to change from what they've been historically.

We strongly urge town leadership to develop contingency plans ahead of next year's ATM and budget cycle to consider, if not fully anticipate, alternative financial strategies.

Overview

The CIP represents the requirements for capital acquisitions (e.g. machinery, technology, vehicles). Because it is a 5-year plan, only the first year (e.g. FY 2022) requests are

likely to appear as articles in the warrant at next year's (2021) ATM.

Depending on their size, individual capital requests may or may not require a vote requiring a debt exclusion, capital override or new borrowing by the Town.

As a result, the FinCom reviewed each line item in its entirety, but gave more weight to the near-term items that will be presented to voters in 2021, with special emphasis on those requests that are very large (requiring the acquisition of debt) or that might be affected by the pandemic.

In addition, the FinCom notes that capital requests can take several forms; for example,

- Routine replacement costs for equipment that has reached its normal end-of-life
- Replacement costs for equipment that is aging but which might still have some useful life
- Capital requests for new functionality that may also require spending for personnel and maintenance in another (e.g. non-capital) budget

The total capital requests for five years are currently estimated to be \$5,496,900. The total for FY2022 alone is \$1,845,400.

However, a few key departments have not yet completed their capital planning – most notably the Nauset Regional School District – as of the writing of this report.

Our recommendations, therefore, are based on a consideration of several factors. In some cases, where there is not currently enough information to fully gauge the financial impact of a request, the FinCom has reserved its opinion pending more facts.

We expect that these will become more apparent during review of the total department budgets in the coming months.

Finally, the FinCom takes the general position that some requests – positioned 3-5 years ahead – are speculative at this point and will become 'real' as they move closer in time. This includes larger potential capital outlays that may have been divided into annualized shares, but which actually represent one large request.

Recommendations

The recommendations listed here follow the format of the sections of the CIP (by Department) as presented to the committee.

- ***MIS – FinCom recommends***

- The \$50,000 annual capital budget for MIS represents replacement costs for hardware, software updates and licenses. The fact that the annual costs are identical suggests a 'not-to-exceed' budget rather than actual amounts needed.

One consideration worth noting is the potential future impact of the pandemic on town technology purchases as employees and committees develop remote work processes, including the continuation of *Zoom* meetings.

At present, many key resources (e.g. Town Hall, the library, etc.) are still closed to the public and must be accessed remotely.

- *The FinCom recommends the MIS Department's CIP*

- **Clerk – FinCom recommends**

- The requests for microfilming of permanent records and the purchase of storage vault shelving have been spread over three years and seem reasonable.
- *The FinCom recommends the Town Clerk's CIP*

- **Shellfish – FinCom recommends part of CIP**

- In last year's CIP, the 5-year cost of \$120,000 for pickup trucks was explained as a plan to rotate three trucks on a five-year replacement basis (similar to the police department). This year's request has been reduced to \$79,500.

The FinCom recommends the Shellfish Department's request for vehicle replacement

- The need for a Floating Upweller system has been questioned by several members of the committee in terms of the overall aquaculture strategy for the town. Specifically, the viability of the system is linked to effect of harbor dredging on water quality.

Consequently, the request has been deferred to begin in FY2023.

- *The FinCom reserves its recommendation on the Floating Upweller*

- ***Police – FinCom recommends***

- The main line items are for the scheduled replacement of Police Cruisers, ATVs (beach patrol) and assorted equipment in the latter years of the CIP. The FinCom expressed to Chief Hurley that the department explore using electric vehicles.
- *The FinCom recommends the Police Department's CIP*

- ***Fire – FinCom recommends***

- The largest capital requests from the Fire Dept. are nearly all for replacing and updating existing equipment, including two ambulances and an Engine (#95) in 2023.
- The portable radio requests represent an upgrade to an all-digital system. The hope is that there will be state grants that pay to replace the existing 30-year-old system.
- *The FinCom recommends the Fire Department's CIP.*

- ***Recreation - FinCom suggests deferral to FY 2023***

- The department's two requests involve creating adult fitness stations at the recreation area and the resurfacing of basketball courts in FY 2022.
- Given the uncertainty surrounding the impact of the pandemic, the FinCom suggests deferring these requests to FY 2023
- *The FinCom does not recommend the Recreation Department's CIP for FY 2022.*

- ***Beach - FinCom reserves recommendation***

- The request for FY 2022 is intended to improve beach communications between lifeguards and emergency (e.g. police, fire, rescue) services by upgrading the Lifeguard radios to the 800 band (Like the PD and FD) and upgrading repeaters.
- As with the police and fire departments, there is the potential for state grants.
- The department leadership has stated that this request can be adequately funded for FY2022 from the Beach Fund.
- The Beach Department has expressed a willingness to defer requests for additional funds to FY23 or FY24.
- *The FinCom reserves its recommendation on future for this item pending those outcomes.*

- ***Marina – FinCom recommends***

- There are two requests from the harbormaster for FY 2022 – a 25' Center Console Emergency Response Vehicle (boat) and a new All-Terrain Forklift for the Marina.
- Considering that the existing equipment is out-of-date and nearing the end of useful life, the FinCom recommends these requests.
- *The FinCom recommends the Marina Department's CIP*

- ***DPW - FinCom recommends part of CIP***
 - As in the DPW CIP for FY 2021, there are multiple (40) capital requests for the department that can be grouped into distinct sections: Equipment, Transfer Station, Facilities and Capital Improvements.
 - The FinCom addressed each of the sections as separate considerations.
 - ***Equipment:*** Many of the requests are for replacement or upgrade costs for existing equipment.
 - *The FinCom recommends these requests.*
 - ***Transfer Station:*** Similarly, these requests represent acquisition of vehicles (e.g. Roll-off truck, Front-end Loader).
 - *The FinCom recommends these requests.*
 - ***Facilities:*** These requests replacement and/or repair of physical town assets (e.g. upgrading the Fire Dept. HVAC system, painting, etc.) that represent maintaining and improving town buildings.
 - The cost for a number of these requests is currently identified as TBD (to be determined).
 - The FinCom reserves opinion regarding line items 38-59 pending our getting more detail in the budget review
 - *The FinCom reserves its recommendation on Facilities requests pending a more thorough budget reviews with the department leadership.*

- **Capital Improvement** (line items 60-61): These requests involve the development of engineering specifications for revetments at Kellars Corner and Duck Creek in FY 2022 and implementation of the former (\$500,000 est.) in FY 2023.
- *The FinCom recommends these requests.*
- **Education - FinCom recommends part of CIP**
 - **Wellfleet Elementary (WES) - FinCom recommends**
 - The WES CIP contains some requests that are very large and will require a vote at ATM.
 - These include a fire suppression (e.g. sprinkler) system in FY 2022 for approximately \$1.2 million as well as exterior cladding (e.g. shingles, etc.) for \$600,000 in FY 2023.
 - *The FinCom recommends the FY 2022 WES request for funding of the fire suppression system.*
 - *In a separate vote, the FinCom recommends the FY 2023-26 WES CIP.*
 - **Nauset Region (NRSD) – FinCom reserves recommendation**
 - At present, the FY22 Capital Plan is being evaluated by the Capital Asset Subcommittee and will not have been delivered to the full Regional School Committee as of the writing of this report.
 - The fact that the NRSD will be coming to Town Meeting in 2021 with a renovation plan for the High School makes it difficult at this point to gauge the

costs attached to the CIP pending a more thorough review of the NRSD budget.

- *The FinCom reserves its recommendation pending our meeting with the school superintendent and the NRSD financial managers early in 2021.*

- **Admin - FinCom reserves recommendation**

- The FinCom reserves its recommendation on the \$100,000 request in FY 2022 for a GIS system pending a more complete description.



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

VII

BUSINESS ~ J

REQUESTED BY:	Selectboard Chair Michael DeVasto
DESIRED ACTION:	To discuss and place 2022 Warrant Articles for Town Meeting
PROPOSED MOTION:	TBD
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



ANNUAL TOWN MEETING
Saturday June 5, 2021
Wellfleet Elementary School Ball Field
100 Lawrence Road

&

TOWN ELECTION
June 14, 2021
Wellfleet Senior Center
715 Old King's Highway

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DRAFT Warrant Articles for ATM 3-29-2021

FINANCIAL & PROPOSITION 2½ TERMS

Chapter 59, section 21C of the Massachusetts General Laws is commonly referred to as Proposition 2½ (Prop. 2½) or the Tax Limiting Law for Cities and Towns in Massachusetts.

LEVY: The property tax levy is the revenue a Town can raise through real and personal property taxes. The property tax levy is the largest source of revenue for the Town.

LEVY CEILING: This is the maximum the levy can be. The ceiling equals 2.5% of the Town's full and fair cash value. The levy limit is equivalent to a tax rate of \$25.00.

LEVY LIMIT: The maximum the levy can be in a given year. The limit is based on the previous year's levy limit plus certain allowable increases, such as debt exclusions.

LEVY LIMIT INCREASE: The levy limit automatically increases each year by 2.5% of the previous year's levy limit.

NEW GROWTH: New construction and new parcel subdivision may also increase the Town's levy limit.

OVERRIDE: A community can permanently increase its levy limit by successfully voting at a referendum to exceed the limits. A community may take this action as long as it is below the levy ceiling.

DEBT EXCLUSION: This type of override ballot question can be placed on a referendum by a two-thirds vote of the Selectboard. If a majority of the voters approve the ballot question, the Town's levy limit is increased only for the amount voted at the referendum for the life of that debt only. The levy limit increase may exceed the Town's levy ceiling.

DEBT SERVICE: The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest owed on any particular bond issue.

ENCUMBRANCE: A reservation of funds to cover obligations chargeable to but not yet paid from a specific appropriation account.

CAPITAL OUTLAY EXPENDITURES EXCLUSION: This type of override ballot question can be placed on a referendum by a two-thirds vote of the Selectboard. If a majority of the voters approve the ballot question, the additional amount for the payment of the capital project cost is added to the levy limit or levy ceiling only for the year in which the project is being undertaken.

CONTINGENT VOTES: Chapter 59, section 21C (m) permits a Town Meeting to appropriate funds contingent upon passage of a referendum question (OVERRIDE/DEBT EXCLUSION). A contingent vote does not automatically result in an override referendum. An override referendum can only be called by the Selectboard. If a referendum is called by the Selectmen, it must take place within forty-five days of the Town Meeting vote.

DRAFT Warrant Articles for ATM 3-29-2021

TOWN MEETING PROCEDURES

A quorum of 6% of the Town's registered voters must be present in order to conduct business. (Charter: Sect. 2-1-3)

Voters are identified by voter cards, issued when they check in with the registrars at the beginning of the meeting.

Only voters may participate in voice votes. In case of a counted vote, voters will be identified by their voter cards.

Non-voters who have been admitted to the meeting must sit in the section designated for them. Nonvoters who may wish to speak must identify themselves and may address the meeting only by permission of the Moderator. (Charter: Sect. 2-1-2).

No voter will be allowed to speak until recognized by the Moderator.

Voters may only speak twice to any motion or amendment unless authorized by the Moderator. The provisions of this clause shall not apply to a) the person making the motion under an Article, and b) those persons required to be in attendance under the provisions of Charter Section 2-7-5. (Charter: Sect. 2-7-8).

All motions, including all amendments, must be in writing and be legible. Exceptions for very simple motions or amendments are at the discretion of the Moderator. (General Bylaws: Sect. II-2)

Zoning Bylaws	2/3 majority
To incur debt	2/3 majority
To transfer or sell Town land	2/3 majority
To approve charter amendments	2/3 majority
To pay unpaid bills of a prior fiscal year	4/5 majority at an Annual Town Meeting 9/10 majority at a Special Town Meeting

The order of consideration of the Articles as printed in the Warrant may be changed only by a two-thirds vote. (Charter: Sect. 2-7-4)

Some other common motions which require more than a simple majority to pass:

A motion to reconsider must be made at the same session as the vote it seeks to reconsider. It can only be made after some intervening business and must be made within one hour of the vote to be reconsidered. It is debatable to the same extent as the motion it seeks to reconsider, and it requires a majority vote. (Charter: Sect. 2-7-9).

DRAFT Warrant Articles for ATM 3-29-2021

FINANCE COMMITTEE STATEMENT

A Statement to the Voters from the Wellfleet Finance Committee

To the voters and citizens of the Town of Wellfleet:

The Finance Committee (FinCom) is an advisory board to the Selectboard, the Town Administrator and Town Meeting on financial matters of concern to the voters of the Town of Wellfleet.

These include major capital, staffing and operational outlays for the town's departments as well as the financial impact of large projects like harbor dredging, water/wastewater management and affordable housing.

In 2020, the FinCom has also become more focused on understanding the potential financial consequences to the town of the COVID-19, based on whether the pandemic lasts for a year or two or becomes a longer-term phenomenon that affects the financial profile of the town.

The Finance Committee is a volunteer committee of Wellfleet residents. The committee meets monthly (or more often as necessary) throughout the year to review budgets and issues that have financial implications for the town.

The FinCom makes its budget recommendations (pro and con) by casting votes at open meetings. Its opinions are made available in the Warrant at Town Meeting alongside those of the Selectboard and other appropriate boards.

On the occasions where its financial recommendations differ from those of the Selectboard, the FinCom is always prepared to explain its reasoning in response to questions from the voters.

We continue to work with the Selectboard and the Town Administrator to keep budgets transparent and understandable for the citizens of Wellfleet. Members of the public are encouraged to attend our meetings.

Respectfully submitted,

Fred Magee, Chair

Kathy Granlund, Linda Pellegrino, Stephen Polowczyk, Jenn Rhodes, Sarah Robin, Jeff Tash,
Robert Wallace, Ira Wood

DRAFT Warrant Articles for ATM 3-29-2021

ANNUAL TOWN MEETING WARRANT

Saturday June 5, 2021

The Commonwealth of Massachusetts

To either of the Constables in the Town of Wellfleet in the County of Barnstable:

GREETINGS:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the inhabitants of the Town of Wellfleet qualified to vote in Town Affairs, to meet in the WELLFLEET ELEMENTARY SCHOOL, 100 LAWRENCE ROAD in Wellfleet on the 5th day of June 2021, at ten o'clock in the morning, then and there to vote upon the following Articles:

DRAFT Warrant Articles for ATM 3-29-2021

Article #	Page #	Description
1	8	Operating Budget
2	8	FY 21 Capital Budget
3	15	Marina Enterprise
4	15	Water Enterprise
5	15	CIP Nauset School Renovations
6	16	Wellfleet Employee Association
7	16	Non-union & Other Personnel
8	16	Fire Dept Staff- Override
9	17	Fire Dept Training
10	17	Water System Upgrade
11	18	CPC-Housekeeping
12	18	CPC- Rental Assistance Program
13	18	CPC- Housing Buy Down Program
14	19	CPC- Housing Institute 2020
15	19	CPC- Museum Phase 2 Historic Restoration
16	20	CPC- Cemetery Restoration Phase 3
17	20	Climate Change matching grant funds
		<u>Finance Articles Consent Agenda</u>
18	21	Chapter 90 Funds
19	21	OPEB-Town
20	21	Marina Ent Stabilization
21	22	Cable Access Television
22	22	Shellfish Revolving Fund
		<u>Other Articles – Bylaw Amendments</u>
23	22	Petitional article - Bylaw Amendment - plastic bottle ban
24	23	Bylaw Amendment – change town meeting start time
25	24	Petitioned article - Bylaw Amendment – Climate Policy
		<u>Other Articles – Disposition of Town Owned Land</u>
26	24	Disposition of Town-owned property-Map 14, parcel 30
27	25	Disposition of Town-owned property-Map 20, parcels 11, 12 and 16
28	25	Disposition of Town-owned property-Map 35-1, parcels 201, 209 and 210
29	25	Authorize of Easement - Water Line Easement for 925 Chequessett Neck Rd
		<u>Unclassified Articles</u>
30	26	High Toss Road
31	26	Municipal Affordable Housing Trust
32	27	Petitioned article - Resolution to Change the State Flag/Seal of Massachusetts
		<u>Other Articles - Consent Agenda</u>
33	28	Dispose of Personal Property
34	28	Town Collector
35	29	DEP Liability
36	29	Nauset local contributions
		<u>Closing Articles</u>
37	29	Closing Articles
		<u>38 29 Closing Articles</u>

DRAFT Warrant Articles for ATM 3-29-2021

SECTION I: BUDGET ARTICLES

ARTICLE 1: FY 2022 Operating Budget. To see if the Town will vote to raise and appropriate and/or transfer from available funds such sums of money necessary to fund the Fiscal Year 2022 Town Operating Budget and fix the salaries and compensation of all elected officers (appendix E) of the Town for Fiscal Year 2022 or do or act anything thereon.

(Requested by the Selectboard)

Selectboard: Recommends

Finance Committee: Recommends

Shellfish Dept and Shellfish Propagation were both recommended

SUMMARY: This Article requests approval of the Fiscal Year 2021 Operating Budget (See Appendix A) This Article also sets the salaries of elected officials (appendix E) as per the budget and approves the budgets of the two regional school districts.

ARTICLE 2: FY 2022 Capital Budget. To see if the Town will vote to raise and appropriate and/or transfer from available funds such sums of money necessary to fund the Fiscal Year 2022 Town Capital Budget (Appendix B), and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, be and hereby is authorized to borrow for those purposes itemized in said Appendix B as being funded through borrowing under and pursuant to M.G.L. Chapter 44, Sections 7 and 8, or pursuant to any other enabling authority, to issue bonds or notes of the Town therefor, and further, to authorize any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, to be applied to the payment of costs approved hereunder in accordance with M.G.L. c. 40, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs, or to do or act anything thereon.

(Requested by the Selectboard)

Article 2A: FY 2022 Debt Service

Raise and appropriate or transfer from free cash the sum of \$xxxx to fund the FY 2022 debt service budget as listed in appendix B, the Capital Budget, or to do or act anything thereon.

Selectboard: Recommends 0-0.

Finance Committee: Recommends 0-0.

SUMMARY: This article requests town meeting voters authorize the payment of \$XXXX in debt service for the FY 2022 fiscal year.

DRAFT Warrant Articles for ATM 3-29-2021

Article 2B: Shellfish Department Pick-up Truck

Transfer from the Shellfish Fund the sum of \$36,495 to be expended under the Town Administrator and the Shellfish Constable for the purchase of a replacement pick-up truck for the Shellfish Department, and costs related thereto.

Selectboard: Recommends 0-0.

Finance Committee: Recommends 0-0.

SUMMARY: This article requests town meeting voters authorize the transfer of funds from the Shellfish Fund to pay for the cost of a replacement pick-up truck for the Shellfish Department.

Article 2C: Replace two Police Cruisers

Raise and appropriate, transfer from available funds or borrow \$100,000 to purchase two replacement vehicles for the Police Department, and costs related thereto.

Selectboard: Recommends 0-0.

Finance Committee: Recommends 0-0.

SUMMARY: This article requests authorization to purchase two replacement police vehicles pursuant to the Department's vehicle replacement plan.

Effect on Property Taxes: It is expected that these funds would be borrowed as a debt exclusion. The cost of \$100,000 would be borrowed over five years and would add \$1.1 cents to the tax rate in the first year and would cost the owner of a median priced (\$538,524) single-family home \$5.81.

Article 2D: Replace Fire & Rescue Command Car 81

Raise and appropriate, transfer from available funds or borrow \$55,000 to replace the Fire and Rescue Command Car 81, and costs related thereto.

Selectboard: Recommends 0-0.

Finance Committee: Recommends 0-0.

SUMMARY: This article requests authorization to replace the Fire & Rescue Command Car 81.

DRAFT Warrant Articles for ATM 3-29-2021

Effect on Property Taxes: It is expected that these funds would be borrowed as a debt exclusion. The cost of \$55,000 would be borrowed over five years and would add \$0.6 cents to the tax rate in the first year and would cost the owner of a median priced (\$538,524) single-family home \$3.20.

Article 2F: Replace 2004 Public Works Backhoe

Raise and appropriate, transfer from available funds or borrow \$168,000 to replace a 2004 DPW Backhoe, and costs related thereto.

Selectboard: Recommends 0-0.

Finance Committee: Recommends 0-0.

SUMMARY: This article requests authorization to replace a 2004 DPW Backhoe.

Effect on Property Taxes: It is expected that these funds would be borrowed as a debt exclusion. The cost of \$168,000 would be borrowed over five years and would add \$1.8 cents to the tax rate in the first year and would cost the owner of a median priced (\$538,524) single-family home \$9.77.

Article 2G: Public Works-Replace Guard Shack and Build Canopy Extension at Transfer Station

Raise and appropriate, transfer from available funds or borrow \$55,000 to replace the Guard Shack and extend the canopy at the Transfer Station, and costs related thereto.

Selectboard: Recommends 0-0.

Finance Committee: Recommends 0-0.

SUMMARY: This article requests authorization to replace the Guard Shack and extend the canopy at the Transfer Station.

Effect on Property Taxes: It is expected that these funds would be borrowed as a debt exclusion. The cost of \$55,000 would be borrowed over five years and would add \$0.6 cents to the tax rate in the first year and would cost the owner of a median priced (\$538,524) single-family home \$3.20.

Article XX: Harbormaster 27' Center Console Rescue Vessel

Article XX : Harbormaster Used Forklift for Marina

DRAFT Warrant Articles for ATM 3-29-2021

Article XX: Wellfleet Elementary School Playground Replacement **withdrawn 2020**

Raise and appropriate, transfer from available funds or borrow \$250,000 to fund capital improvements at the Nauset Regional School District, and costs related thereto.

Selectboard: Recommends 0-0.

Finance Committee: Recommends 0-0.

SUMMARY: Article 2P request authorization to fund the replacement of the playground equipment at the Wellfleet Elementary School.

Effect on Property Taxes: It is expected that these funds would be borrowed as a debt exclusion. The cost of \$250,000 would be borrowed over fifteen years and would add \$1.2 cents to the tax rate in the first year and would cost the owner of a median priced (\$538,524) single-family home \$6.63.

Article XX: Wellfleet Elementary School Computer Replacements **withdrawn 2020**

Raise and appropriate, transfer from available funds or borrow \$25,000 to fund computer replacements at the Wellfleet Elementary School, and costs related thereto.

Selectboard: Recommends 0-0.

Finance Committee: Recommends 0-0.

SUMMARY: Article 2R request authorization to fund and replace computers at the Wellfleet Elementary School.

Effect on Property Taxes: It is expected that these funds would be borrowed as a debt exclusion. The cost of \$25,000 would be borrowed over three years and would add \$0.4 cents to the tax rate in the first year and would cost the owner of a median priced (\$538,524) single-family home \$2.24.

DRAFT Warrant Articles for ATM 3-29-2021

Article XX: Public Works-Duck Creek Revetment Engineering **withdrawn 2020**

Raise and appropriate, transfer from available funds or borrow \$50,000 for the Duck Creek Revetment Engineering project, and costs related thereto.

Selectboard: Recommends 0-0.

Finance Committee: Recommends 0-0.

SUMMARY: Article 2U request authorization for the Duck Creek Revetment Engineering project.

Effect on Property Taxes: It is expected that these funds would be borrowed as a debt exclusion. The cost of \$50,000 would be borrowed over five years and would add \$0.5 cents to the tax rate in the first year and would cost the owner of a median priced (\$538,524) single-family home \$2.91.

Article xx: Public Works-Substation Roof Replacement **withdrawn 2020**

Raise and appropriate, transfer from available funds or borrow \$15,000 to replace the substation roof, and costs related thereto.

Selectboard: Recommends 0-0.

Finance Committee: Recommends 0-0.

SUMMARY: Article 2S request authorization to replace the substation roof.

Effect on Property Taxes: It is expected that these funds would be borrowed as a debt exclusion. The cost of \$15,000 would be borrowed over five years and would add \$0.2 cents to the tax rate in the first year and would cost the owner of a median priced (\$538,524) single-family home \$0.87.

ARTICLE 3: FY 2022 Marina Enterprise Budget. To see if the Town will vote to raise and appropriate and/or transfer from available funds such sums of money necessary to fund the Fiscal Year 2021 Marina Enterprise Fund Budget or do or act anything thereon.

Majority vote required.

(Requested by the Selectboard)

Selectboard: Recommends 4-0.

Finance Committee: Recommends 0-0.

SUMMARY: This Article requests approval of the Fiscal Year 2021 Marina Services Enterprise Fund Budget. (See Appendix C)

DRAFT Warrant Articles for ATM 3-29-2021

ARTICLE 4: FY 2022 Water Enterprise Budget. To see if the Town will vote to raise and appropriate and/or transfer from available funds such sums of money necessary to fund the Fiscal Year 2022 Water Enterprise Fund Budget or do or act anything thereon.

Majority vote required.

(Requested by the Selectboard)

Selectboard: Recommends 4-0.

Finance Committee: Recommends 0-0.

SUMMARY: This Article requests approval of the FY2021 Water Enterprise Fund Budget.
(See Appendix D)

SECTION II: ADDITIONAL FINANCIAL ARTICLES

ARTICLE 6: Wellfleet Employee Association (WEA) Contract. To see if the Town will vote to raise and appropriate and/or transfer from any available source of funds an amount of money sufficient to fund the first year of a collective bargaining agreement between the Town of Wellfleet and the Wellfleet Employee Association, Units A, B and C beginning July 1, 2021 or do or act anything thereon.

Majority vote required.

(Requested by the Selectboard)

Selectboard: Recommends

Finance Committee: Reserve recommendation until town meeting.

SUMMARY: Town Meeting approval is required to fund the 1st year of a collective bargaining agreement.

ARTICLE 7: Non-Union and Other Personnel Salaries & Compensation. To see if the Town will vote to raise and appropriate and/or transfer from available funds such sums of money necessary to fund wage and salary adjustments for non-union and other personnel beginning July 1, 2021, or do or act anything thereon.

Majority vote required.

(Requested by the Selectboard)

Selectboard: Recommends

Finance Committee: Reserve recommendation until town meeting.

SUMMARY: This appropriation funds wage and salary adjustments for non-union and other personnel.

DRAFT Warrant Articles for ATM 3-29-2021

ARTICLE xx: Additional Fire Department Positions – To see if the Town will vote to raise and appropriate and/or transfer from any available source of funds \$168,080, or any other sum for the purpose of funding two new Firefighter/EMT/Paramedic positions; provided, however that no sums shall be expended hereunder unless and until the Town have voted to assess an additional \$168,000 in real estate and personal property taxes pursuant to the provisions of Chapter 59, Section 21C of the Massachusetts General Laws (Proposition 2 ½), or do or act anything thereon.

Majority vote required

(Requested by the Selectboard
and the Fire Chief)

Selectboard: Recommends xxxxxx

Finance Committee: Recommends xxxxxx

SUMMARY: This article would fund the cost of adding two additional Firefighter/EMT/Paramedics. Funding, if approved would be through a Proposition 2 ½ override. Costs for each position include starting salary of each position (\$62,240), uniforms and protective clothing (\$2,000), holiday and call back costs (\$7,000) and an estimate of benefits and training costs (\$12,800). The total payroll, with estimated benefits and training costs of one position is \$84,040. Effect on Property Taxes: The cost of \$168,080 would add s.s cents to the tax rate and would cost the owner of a median priced (\$xxx,xxx) single-family home \$ss.ss.

Article 2E: Funding for Paramedic Training Program: To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$10,000, or any other sum, for the purpose of creating and funding a paramedic training fund to pay for paramedic training for current or future Wellfleet Fire and Rescue staff or do or act anything thereon.

Majority vote required

Selectboard: Recommends xxxxxx

Finance Committee: Recommends xxxxxx

SUMMARY: This article would fund a paramedic training program for the Wellfleet Fire and Rescue Department with the intent to improve recruiting and retention for the Department. Paramedics who leave the department within two (2) full years of employment would be required to reimburse the Town for the full cost. Paramedics who left the department in their third (3 rd) year would be required to reimburse 2/3 of the cost and those who left in their fourth (4 th) year would be required to reimburse the Town for 1/3 of the costs.

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Article 2E: Funding Additional Officer: To see if the town will vote to raise and appropriate and/or transfer from available funds the sum of \$58,369 or any other sum, for the purpose of creating and funding a Full Time Academy trained police officer.

Majority Vote Require

Selectboard Recommends:

Finance Committee:

Summary: This article would fund a full time academy trained police officer with the upcoming phasing out of the Massachusetts Reserve Program, this could result in the loss of 6-8 reserve officer positions within the department.

ARTICLE 8: Community Preservation – Administrative Expenses, Debt Service, and

Allocation of Reserves

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2022 Community Preservation budget and to appropriate from the Community Preservation Fund estimated annual revenues a sum of \$34,815.75 to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2022; and further to appropriate from Community Preservation Fund estimated revenues a sum of \$30,450.00 for open space debt service; a sum of \$39,181.50 reserve for open space; a sum of \$69,631.50 to reserve to for community housing; and further to reserve for future appropriation a sum of \$69,631.50 for historic resources as recommended by the Community Preservation Committee, as well as a sum of \$452,604.75 to be placed in the 2022 Budgeted Reserve for general Community Preservation Act purposes, or do or act anything thereon.

(Requested by the Community Preservation Committee)

Board of Selectmen: Recommends

Finance Committee: Recommends

Community Preservation Committee: Recommends 7-0

SUMMARY: This is an annual CPC housekeeping article. Out of a total projected revenue figure of \$696,315.00 for Fiscal Year 2022, \$34,815.75 is the 5% of estimated for administrative expenses, as provided by the Community Preservation Act. Open Space's 10% is allocated as the funding source for Land Bank debt service in the capital budget. There is a remainder of \$39,181.50 to be placed in an Open Space Reserve after debt service has been met. This is the last year that Community Preservation funds are needed for Open Space debt service. Community Housing's 10%, and Historic Resources' 10% are reserved respectively for housing and historic preservation purposes. The balance of \$452,604.75 is reserved for approved CPA projects in any category including Recreation.

DRAFT Warrant Articles for ATM 3-29-2021

ARTICLE 9: Community Preservation – Affordable Housing Trust \$500,000

To see if the Town will vote, pursuant to MGL c.44B, to appropriate \$54,632.00 from the Community Preservation Fund budgeted housing reserve and \$445,368.00 from projected Fiscal Year 2022 revenues for a total of \$500,000.00 to contribute to the cost of, and thereby support, for building the financial capacity of Affordable Housing Trust, or do or act anything thereon.

(Requested by the Community Preservation Committee)

Board of Selectmen: Recommends

Finance Committee: Recommends

Community Preservation Committee: Recommends 7-0

Affordable Housing Authority: Recommends

Housing Partnership: Recommends

SUMMARY: The Community Preservation Act allows communities to allocate funds to the Affordable Housing Trust. This offers the Affordable Housing Committee a way to respond in a timely manner to appropriate market opportunities for land acquisition, building purchase, essential maintenance needs and other allowed activities.

ARTICLE 10: Community Preservation – Veterans Home \$15,000

To see if the Town will vote, pursuant to MGL c.44B, to appropriate from the Community Preservation Fund Fiscal Year 2022 housing reserve, the sum of \$15,000.00 to contribute to the cost of the Veterans Home in Dennis, offering supportive housing to homeless veterans from the Cape and Islands Veterans Outreach Center and to authorize the Selectboard to enter into a grant agreement to set forth the terms and conditions thereof, or do or act anything thereon.

(Requested by the Community Preservation Committee)

Board of Selectmen: Recommends

Finance Committee: Recommends

Community Preservation Committee: Recommends 7-0

Affordable Housing Authority:

Local Housing Partnership:

SUMMARY: The five-bedroom home in Dennis, located at 1341 Route 134, will provide temporary housing, counseling, case management, monitoring by a registered nurse, employment training, and financial and nutritional counseling for veterans to help empower them to move forward into their own independent and sustainable living situations. The facility will be open to veterans from all Cape towns. It is the nearest housing available for Wellfleet veterans, who number 192, according to census data.

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ARTICLE 11: Community Preservation – Lower Cape Housing Institute \$7,5001

To see if the Town will vote, pursuant to MGL c.44B, to appropriate from the Community Preservation Undesignated Fund Balance the sum of \$7,500.00 to contribute to the cost of, and thereby support, for the continuance of the Community Development Partnership sponsored Lower Cape Housing Institute in Fiscal Year 2022 and to authorize the Selectboard to enter into a grant agreement to set forth the terms and conditions thereof, or do or act anything thereon.

(Requested by the Community Preservation Committee)

Board of Selectmen:

Finance Committee:

Community Preservation Committee: Recommends 7-0

Housing Authority:

Local Housing Partnership:

SUMMARY: The Community Development Partnership (CDP) is offering the Lower Cape Housing Institute for a fifth year. The CDP seeks contributions from the eight participating towns towards the costs of continued training and technical assistance to develop better understanding of Community Housing needs and to support the town in meeting its housing production goals. Sessions are free to Town officials and other interested parties.

ARTICLE 12: Community Preservation – Ephemeral Historical Artifacts \$12,000

To see if the Town will vote, pursuant to MGL c.44B, to appropriate from the Community Preservation Fund Fiscal Year 2022 historical reserve, the sum of \$12,000.00 to the Wellfleet Historical Society & Museum for the purpose of the preservation and storage of museum artifacts and to authorize the Selectboard to enter into a grant agreement to set forth the terms and conditions thereof, or do or act anything thereon.

(Requested by the Community Preservation Committee)

Board of Selectmen: Recommends

Finance Committee: Recommends

Community Preservation Committee: Recommends 7-0

SUMMARY:

Sensitive materials such as old maps, textiles, paintings, documents on paper, photographs, postcards and prints require specific types of storage, including consistent humidity and temperature levels, and acid free containment. The Historical Society & Museum project would provide a designated storage area to protect the donations that have been entrusted to their care and add security cameras to critical areas in the museum.

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ARTICLE 13: Community Preservation – Stage for Baker’s Field Pavilion \$17,450

To see if the Town will vote, pursuant to MGL c.44B, to appropriate from the Community Preservation Undesignated Fund Balance the sum of \$17,450.00 for the purchase of a stage for the Baker’s Field Pavilion, and to enter into a grant agreement to set forth the terms and conditions thereof, or to do or act anything thereon.

(Requested by the Community Preservation Committee)

Board of Selectmen: Recommends

Finance Committee: Recommends

Community Preservation Committee: Recommends 7-0

SUMMARY: An upgraded stage system will increase the types of events offered at Baker’s Field Pavilion and enable the Recreation Department to offer popular programming into the shoulder seasons. The proposed stage is for a durable 12’x16’x24-48” all terrain structure appropriate to the setting and easily stored and set up as needed.

ARTICLE XX: Shellfish Revolving Fund Spending Limit. **Not yet approved by Selectboard**

To see if the Town will vote to establish a spending limit for FY2022 of \$50,000 for the Shellfish Revolving Fund established pursuant to MGL Chapter 44, Section 53E½. \$40,000 of which will get transferred to budget line 180 which is the Shellfish Department’s propagation budget.

Majority vote required.

Selectboard:

Finance Committee:

Shellfish Advisory Board:

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.

DRAFT Warrant Articles for ATM 3-29-2021

Article XX : Property Sale Tax Transfer (**Selectboard Member Wilson**)

SECTION : DISPOSITION OF TOWN PROPERTY ARTICLES

ARTICLE xx: Disposition of Town Land to Kate Clemens-Nowack and Jim Nowack. **Withdrawn 2020**

To see if the Town will vote to transfer care, custody, management and control of Assessors Map 30, Parcel 14 Town owned property from the board or commission currently having custody thereof and from the purpose for which said property is currently held, to the Selectboard for the purpose of selling upon such terms as the Selectboard deems to be in the best interest of the Town, to Kate Clemens-Nowack and Jim Nowack, or to do or act anything thereon. **Two-thirds vote required.**

Selectboard: Recommends 4-0-1.

Open Space Committee: Reserve recommendation until town meeting.

Planning Board: Recommends 3-2-1.

Conservation Commission: Reserve recommendation until town meeting.

Natural Resources Advisory Board: Recommends 0-0.

SUMMARY: This 2.00 acre parcel of land is land-locked and abuts the Clemens-Nowack and Nowack property.

SECTION VI: UNCLASSIFIED ARTICLES

ARTICLE 30: **Article that Carole Ridley was Talking About was on 2020**

To see if the Town will vote to accept as a town way the road known as High Toss Road, between Pole Dike Road and Duck Harbor Road, as heretofore laid out by the Selectboard and shown on a plan entitled "Plan of Land High Toss Road, Wellfleet, MA Being a 40' Public Way as Laid Out by the Town of Wellfleet," dated April 6, 2020, prepared by Outermost Land Survey, Inc., and on file with the Town Clerk, and to authorize the Selectboard to acquire on behalf of the Town by gift, purchase, or eminent domain an easement to use High Toss Road, as herein described, for all purposes for which public ways are used in the Town of Wellfleet, and drainage, utility, access, and/or other easements related thereto, or do or act anything thereon.

Majority vote required.

Selectboard: Recommends 5-0.

SUMMARY: This Article authorizes the Town to secure title to High Toss Road between Pole Dike Road and Duck Harbor Road. The Town has maintained this section of road for years, but does not have clear title to the land.

Warrant Articles approved by the selectboard in 2021.

DRAFT Warrant Articles for ATM 3-29-2021

Open Space Article for 2021 Town Meeting - Indian Neck **Approved February 9, 2021**

To see if the Town will vote to transfer care, custody, management and control of three properties shown on Assessor's Map 28 - Parcels 80, 82, and 239 for purposes of open space conservation or to do or act anything thereon.

All are properties just south of the Indian Neck Beach parking area at the end of Nauset Road. All parcels are within the Areas of Critical Environmental Concern (ACEC), contain areas of NHESP Estimated Habitats of Rare Wildlife and Priority Habitats of Rare Species, and are within the FEMA Flood Zone.

Parcel 82 is a 4.73 acre beach and dune property on the west side of Nauset Road and lies between Town Conservation land to the south and a Wellfleet Conservation Trust property to the north.

Parcel 80 is a 9.64 acre property- 8.43 upland and 1.21 lowlands on the east side of Nauset Road, and abuts the Chipman's Cove marsh on the east.

Parcel 239 is a 12.56 acre tidal flats and marsh lot in Chipman's Cove to the east of Parcel 80.

Natural Resource Advisory Board **Approved February 23, 2021**

ARTICLE XX: To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$25,000, or any other sum, for the purpose of investigating and recommending practical engineering methods to reduce the scope and expense of future north channel harbor dredging, or do or act anything thereon.

Board of Selectmen:

SUMMARY: This article seeks funding for a study of Wellfleet's Marina to evaluate and develop an engineering and permit plan to replace Marina north channel dredging with a natural distribution of dredge spoils ("black custard") on to Duck Creek marshes.

(Request of the Natural Resources Advisory Board.)

Selectboard Member Curley **Approved March 9, 2021**

Article XX Petition to Exempt the Town of Wellfleet from Prevailing Wages on Small Projects.

To see if the Town will vote to petition the General Court to enact a special act of the Town of Wellfleet, the text of which is set forth below, and that the General Court be authorized with the approval of the Selectboard to make constructive changes in the text thereof as may be necessary or advisable in order to accomplish the intent of this legislation to secure its passage, as follows:

AN ACT RELATIVE TO THE PREVAILING WAGE IN THE TOWN OF WELLFLEET

Be it enacted by the Senate and House of Representatives in the General Court assembled, and by the authority of the same as follows:

SECTION 1. Notwithstanding any general or special law to the contrary, the town of Wellfleet shall be exempt from complying with sections 26 through 27G of chapter 149 of the General Laws for projects estimated to cost \$50,000 or less.

SECTION 2. This act shall take effect on the first day of the fiscal year following passage of this act and shall apply to taxes levied for fiscal years beginning that fiscal year and thereafter.

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Or to take any other action relative thereto

Explanation: In the interest of reducing the costs borne by Wellfleet taxpayers this would exempt construction projects with a total cost under \$50,000 from prevailing wage determinations reducing the overall costs of small projects within the town.

Article XX: Agricultural Commission Right to Farm Chair DeVasto

To see if the Town will vote to establish an Agricultural Commission to address and represent agricultural issues and interests in the Town of Wellfleet.

The duties and responsibilities of the Commission shall include, but not be limited to:

- ◆ Serving as facilitators for encouraging the pursuit of agriculture in Wellfleet;
- ◆ Promoting agriculture and aquaculture-based economic opportunities for the Town;
- ◆ Acting as mediators, advocates, educators, and/or negotiators in an advisory capacity on farming issues for established Town Committees and Departments;
- ◆ Working for the preservation of agriculture lands owned by the town;
- ◆ Pursuing all initiatives appropriate to creating a sustainable agriculture community.

Commission Organization: The Commission shall be comprised of five members, at least three of whom shall be engaged in the business of farming or related agricultural industries. The Selectboard shall appoint two members for a three year term; two members for a term of two years, and three years thereafter, and one member for a term of one year and three years thereafter. Three alternate members will also be appointed by the Board of Selectmen, each for one year terms. Any vacancy shall be filled by the Selectboard based on recommendations of the Commission.

Majority Vote Required

Selectboard Recommends:

Article __ Expanding Residential Property Exemption: Home Rule Petition – **Selectboard approved November 23rd meeting**

To see if the Town will vote to petition the General Court to enact a special act of the Town of Wellfleet, the text of which is set forth below, and that the General Court be authorized with the approval of the Selectboard to make constructive changes in the text thereof as may be necessary or advisable in order to accomplish the intent of this legislation to secure its passage, as follows:

AN ACT EXPANDING THE EXEMPTION FOR RESIDENTIAL PROPERTY IN THE TOWN OF WELLFLEET

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Be it enacted by the Senate and House of Representatives in the General Court assembled, and by the authority of the same as follows:

SECTION 1. Notwithstanding section 5C of chapter 59 of the General Laws or any other general or special law to the contrary, with respect to each parcel of real property classified as class one residential in the town of Wellfleet as certified by the commissioner of revenue to be assessing all local property at its full and fair cash valuation, and with the approval of the Selectboard, there shall be an exemption equal to not more than 35 per cent of the average assessed value of all class one residential parcels within the town of Wellfleet, or such other maximum percentage as may be established from time to time by the General Court; provided, however, that the exemption shall be applied only to: (i) the principal residence of the taxpayer as used by the taxpayer for income tax purposes; or (ii) a residential parcel occupied by a resident of the town of Wellfleet, other than the taxpayer, occupied on a year-round basis and used as the resident's principal residence for income tax purposes. The town of Wellfleet may adopt and amend criteria to determine who qualifies as a resident under this act. This exemption shall be in addition to any exemptions allowable under section 5 of said chapter 59; provided, however, that the taxable valuation of the property, after all applicable exemptions, shall not be reduced to below 10% of its full and fair cash valuation, except through the applicability of clause eighteenth of said section 5 of said chapter 59. Where, under the provisions of said section 5 of said chapter 59, the exemption is based upon an amount of tax rather than on valuation, the reduction of taxable valuation for the purposes of the preceding sentence shall be computed by dividing the amount of tax by the residential class tax rate of the town of Wellfleet and multiplying the result by \$1,000. For the purposes of this paragraph, "parcel" shall mean a unit of real property as defined by the board of assessors of the town of Wellfleet in accordance with the deed for the property and shall include a condominium unit.

SECTION 2. A taxpayer aggrieved by the failure to receive the residential exemption authorized under this act may apply for the residential exemption to the board of assessors of the town of Wellfleet in writing on a form approved by the board of assessors, on or before the deadline for an application for exemption under section 59 of said chapter 59. For the purposes of this act, a timely application filed under this section shall be treated as a timely filed application pursuant to section 59 of chapter 59 of the General Laws.

SECTION 3. This act shall take effect on the first day of the fiscal year following passage of this act and shall apply to taxes levied for fiscal years beginning that fiscal year and thereafter.

Or to take any other action relative thereto

Explanation: In the interest of creating and retaining year round rental housing for residents of Wellfleet this article would allow the Selectboard to petition the General

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Court to expand the residential tax exemption (RTE) to property owners who rent their property on a year round basis. In order to qualify, the property would need to be rented on a year round basis to a resident of Wellfleet who declares the property to be their principle residence for income tax purposes.

Article XX : To place and recommend a home rule petition in relation to the Blakely's access point for their HAPCC facility

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ATM – 2021 – NRAB request: revised **not yet approved by the selectboard**

Article YY – To see if the Town will vote to raise and appropriate, and/or transfer from available funds, the sum of \$60,000, or any other sum, for the purpose of broadly initiating a field survey of the fauna and flora in Wellfleet harbor, especially shellfish and finfish, as a basis for future actions to preserve and enhance this environment, or to do or act on anything thereon.

Summary – This article seeks funds to complete a broad overview of the state of Wellfleet harbor as recommended in the Harbor Management Plan (March 2021). It replicates a study by the Division of Marine Fisheries, which is now nearly 50 years old. Current funding is for a harbor wide study of shellfish and finfish. NRAB views this work as a critical step in establishing a baseline for future management, as well as identifying and preserving the health of the harbor in view of climate change and other environmental impacts.

(Request of the Natural Resources Advisory Board)

Article XX: New ADU Bylaw **waiting on information to be provided**

Article XX A Home Rule Petition Authorizing the Commissioner of Capital Asset Management and Maintenance to Grant an Easement in the Town of Wellfleet

To see if the Town will vote to petition the General Court to enact a special act of the Town of Wellfleet, the text of which is set forth below, and that the General Court be authorized with the approval of the Selectboard to make constructive changes in the text thereof as may be necessary or advisable in order to accomplish the intent of this legislation to secure its passage, as follows:

AN ACT AUTHORIZING THE COMMISSIONER OF CAPITAL ASSET MANAGEMENT AND MAINTENANCE TO GRANT AN EASEMENT IN THE TOWN OF WELLFLEET.

Be it enacted by the Senate and House of Representatives in the General Court assembled, and by the authority of the same as follows:

SECTION 1. Notwithstanding sections 32 to 37, inclusive, of chapter 7C of the General Laws or any other general or special law to the contrary, the commissioner of capital asset management and maintenance, in consultation with the commissioner of conservation and recreation, may convey, for no monetary consideration, a permanent nonexclusive easement to Judith Blakeley Life Estate, Richard Blakeley Remainderman in a portion of a certain parcel of land located within the town of Wellfleet, under the care and control of the department of conservation and recreation and held for conservation and recreation purposes, described in a deed recorded with the Barnstable County registry of deeds in BOOK & PAGE _____. The easement may be granted solely for purposes of a curb cut for vehicular access, the benefitted land being described in a deed recorded with the Barnstable County registry of deeds in book 15500, page 50, and shall be subject to the further requirements of this act and subject to such additional terms and conditions consistent with this act as the commissioner of capital asset

Commented [RC1]: Include his DBA, and remove Richard's name if possible.

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management and maintenance may prescribe in consultation with the department of conservation and recreation.

The easement described in this section shall be comprised of **XX** square feet of land, more or less, identified as “_____” as shown on the plan of land entitled “_____” dated _____, prepared by _____. The plan shall be on file with the department of conservation and recreation and to be recorded with the Barnstable County registry of deeds along with the easement.

Modifications to the easement description set forth in the plan and the plan may be made by the division of capital asset management and maintenance for conformance with this act. The easement shall be granted without warranties or representations by the commonwealth.

SECTION 2. Notwithstanding any general or special law to the contrary, the commissioner of conservation and recreation may grant a license or permit for nominal consideration to Judith Blakeley Life Estate to provide Judith Blakeley Life Estate with use and occupation of the above referenced parcel, and liability and responsibility for such use and occupation, and, for the purposes of this act, such licenses or permits shall govern until the grant of easement authorized in this act takes effect.

SECTION 3. No easement instrument conveying, by or on behalf of the commonwealth, the easement described in section 1 shall be valid unless such easement instrument provides that the easement shall be used solely for the purposes described in said section 1. The easement instrument shall include a clause that shall state that if the easement ceases to be used by the grantees, or their successors or assigns, for the purposes described in section 1 at any time, the easement shall terminate and all rights shall revert to the commonwealth under the care and control of the department of conservation and recreation, upon such terms and conditions as the commissioner may determine.

SECTION 4. The fair market value of the easement described in section 1, or the value in use as proposed, shall be based on independent professional appraisals, as commissioned by the commissioner of capital asset management and maintenance. Judith Blakeley Life Estate shall compensate the commonwealth in an amount greater than or equal to the full and fair market value, or the value in use of the easement as proposed, whichever is greater, as determined by the independent appraisals, plus the reasonable cost of such appraisal. All money paid to the commonwealth by Judith Blakeley Life Estate as a result of the conveyances authorized by this section shall be deposited in the General Fund. The commissioner of capital asset management and maintenance shall submit the appraisals and a report thereon to the inspector general for review and comment. The inspector general shall review and approve the appraisals and the review shall include an examination of the methodology utilized for the appraisals. The inspector general shall prepare a report of the review and file the report with the commissioner of capital asset management and maintenance for submission by the commissioner to the house and senate committees on ways and means and the senate and house chairs of the joint committee on state administration and regulatory oversight. The commissioner shall submit copies of the appraisals, the report thereon and the inspector general’s review and approval, and comments, if any, to the house and senate committees on ways and means and the senate and house chairs of the joint committee on state administration and regulatory oversight prior to the execution of the conveyance authorized by this act.

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SECTION 5. As a condition of the conveyance authorized in section 1, Judith Blakeley Life Estate shall, in addition to any compensation from Judith Blakeley Life Estate to the commonwealth required pursuant to section 3, compensate the commonwealth for the easement described in this act through the transfer to the department of conservation and recreation of land or an interest therein or funding for the acquisition of land or an interest therein equal to or greater than the appraised value of the easement as determined pursuant to this act. The fair market value of any land or interest in land proposed to be conveyed by Edge to the department pursuant to this section shall be included within the appraisal required by section 3. The land or interest therein or funding shall be acceptable to the department of conservation and recreation and any land or interest therein, whether conveyed by Judith Blakeley Life Estate or acquired by the department, shall be permanently held and managed for conservation and recreation purposes by the department. All payments made to the commonwealth pursuant to this section shall be deposited in the Conservation Trust established in section 1 of chapter 132A of the General Laws.

Proposed Amendments to the By-Laws

● DOG LEASH BY-LAW

No person shall permit a dog to enter within the boundaries of any cemetery in the Town of Wellfleet. All dogs within the territorial limits of the Town of Wellfleet shall be restrained by a leash unless confined to property of their owners. Any dog found running at large will be removed and impounded. "If it is the first offense subject to this section committed by a person within a calendar year, the charge shall be dismissed without the payment of any fine; if it is the second offense so committed in the calendar year, the payment of a fine of twenty-five (\$25) dollars shall operate as final disposition of the case; if it is the third offense so committed in a calendar year payment of a fine of thirty (\$30) dollars shall operate as final disposition of the case; if it is the fourth or subsequent offense so committed the payment of a fine of fifty (\$50) dollars shall operate as a final disposition of the case." The owner of any dog so removed is also liable for boarding expenses at the pound at the established rate. The Town of Wellfleet Police Department (including special officers), the Dog Officer, and any other officials whom the Board of Selectmen may from time to time designate shall have the authority to enforce this Section.

A. Violations and Penalties.

1. Fines - Any person maintaining a residential or commercial kennel after the license has been so revoked, or while such license is so suspended, or who has failed to obtain a license for the kennel in violation of this By-law, Section 15.5, may be punished by a fine of fifty dollars (\$50.00) for each day in violation of this By-law.

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Section 15.6.1 ??

No person shall permit a dog to enter within the boundaries of any cemetery in the Town of Wellfleet.

Section 15.6.2 Dogs on Town Property (formerly Section 25)

All dogs within the territorial limits of the Town of Wellfleet shall be restrained by a leash unless confined to property of their owners. Any dog found running at large will be removed and impounded. The owner of any dog so removed is also liable for boarding expenses at the pound at the established rate. The Town of Wellfleet Police Department (including special officers), the Animal Control Officer, and any other officials whom the Board of Selectmen may from time to time designate shall have the authority to enforce this Section.

Section 15.6.3 Dog Waste Removal

All dog owners, keepers or persons having control of a dog are responsible for immediately removing and disposing of, in a sanitary manner, all solid wastes produced by said dog on any property, other than the property of the dog owner. There shall be a zero tolerance policy towards the non-removal of solid dog waste. No written warning shall be given.

Section 15.6.4 Barking and other noise caused by dogs

No person owning, keeping or otherwise responsible for a dog shall allow or permit said animal to annoy another person's reasonable right to peace or privacy by making loud or continuing noise, where such noise is plainly audible at distance of 100 feet from the building, premises, vehicle, or other means of conveyance or housing of said dog, or where such noise is continuing for 15 minutes. The fact that such noise is plainly audible at said distance or continuing in excess of 15 minutes shall be prima facie evidence of a violation.

Section 15.6.5 Fines and Penalties

Non-Criminal Disposition - In addition to any other legal remedies that may be available, the Animal Control Officer or other designated enforcing person, may enforce this By-law by Non-Criminal Disposition. If a Non-Criminal Disposition process, as provided in Massachusetts General Laws, Chapter 40, Section 21D and the Town's Non-Criminal disposition By-law is elected, then any person who violates the provisions of §15.6 shall be subject to a penalty in the amount of: Each day or portion thereof shall constitute a separate offense. If more than one, each provision violated shall constitute a separate offense.

First Offense	\$50.00
Second Offense	\$100.00

DRAFT Warrant Articles for ATM 3-29-2021

Third Offense	\$300.00
Fourth and subsequent offenses	\$500.00



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

VIII

SELECTBOARD REPORTS:

Reported by:	Topic:



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

IX

TOWN ADMINISTRATORS REPORT

- **Please see attached report in packet**



TOWN OF WELLFLEET

300 MAIN STREET WELLFLEET MASSACHUSETTS 02667
Tel (508) 349-0300 Fax (508) 349-0305
www.wellfleetma.org

To: Board of Selectmen
From: Maria T. Broadbent, Town Administrator
Subject: Town Administrator's Report
Date: April 9, 2021

This report is for the period March 20, 2021 through April 9, 2021.

1. General

- Town Hall remains closed to the public, except by appointment only, as precaution to the COVID-19 virus. Town staff is available by appointment.
- Supervisors continue to monitor the safety of staff and to encourage work from home when appropriate.
- In order to keep information flowing to the community about COVID vaccines and other related matters, Emergency Management Team meetings have been expanded to twice a month on the first and third Tuesdays at 10 am. The Selectboard will also include an update at the beginning of their meetings, held the second and fourth Tuesdays at 6 pm. A link to both these meetings, held via Zoom, can be found on the Town of Wellfleet's website.

2. Fiscal Matters

- Administration and the Town Accountant participated in a conference call with the audit team from Powers & Sullivan on Wednesday, 04/07/2021, surrounding the Management Letter and their suggested adjustments to the FY 2019/2020 accounting records. As was expected, the Town has been cited for a material weakness related to cash reconciliations and processes. *"A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis."* In addition, a wide variety of other substantial issues were noted including; lack of vendor records and management, inappropriate collection of W-9s and the required issuance of 1099s, several issues surrounding payroll such as non-standardized payroll cycles and timesheets, not properly following contractual payrates and benefit day accruals, commingling funds, not maintaining standard budget reconciliations allowing lines to be overspent, sparse support for receivables, not properly tracking, documenting and entering abatements, exemptions, and betterments, incorrect encumbrance establishment and monitoring, an inadequate chart of accounts, and lack of capital asset tracking and maintenance to name a few. The Auditors will be presenting their findings to the Selectboard likely in May.

- Given the vast amount of noted financial concerns by the Auditors, not only are policies and procedures paramount to addressing the operations, but it has become necessary to move forward on formally recommending a full system upgrade with chart of accounts conversion. Leveraging a single platform to harness the Town's finances, including customer-facing transaction opportunities, will drastically reduce errors and generate immediate efficiencies. The Town's current primary solution, Vadar is ill-equipped to offer desperately needed purchasing, receiving, budgeting, payroll and human resources functionalities, all areas which received negative comments during the FY 2019/2020 audit, and will likely carry over to the FY 2020/2021. A vendor has been identified as holding a current contract with the State of Massachusetts, thus meeting procurement requirements, and two initial discovery meetings have taken place. The Town Accountant will be working with the vendor to review further options against the priorities described in the recently received Management Letter.
- The Town Accountant has been working with the IRS Agent assigned to the case for several weeks. The audit has continued to focus on fuel acquisition at the Marina in 2018, of which all documentation has been provided to the best of our ability. Further updates are pending.
- As a proactive measure to the financial health of Wellfleet, Administration has formed an "Internal Finance Solutions Committee" with a diversified group of ten employees being selected to participate, providing wide department and expertise representations. It is anticipated initial meetings will commence in May, and focus on the noted deficiencies issued in the Management Letter. Further information will be presented in the future, but Administration is excited to embark on this multi-dimensional strategy in which to address Wellfleet's future as an exemplar community in finance.
- On Thursday, April 1, the Treasury and Accounting Departments successfully established e-check transactions as a payment option through the Town's primary customer facing portal supported by Bonsai Logic. Customers now have three types of payments available to procure a variety of Town issued items: credit card transactions, e-check (ACH) transactions, or mailing traditional checks. Additionally, the system programming has been updated to reflect credit card and e-check fees being born by the consumer.

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

- March 29-Herring River road layout process- Carole Ridley, KP Law
- March 31-Brian Carlstrom-CCNS-check-in
- March 31-Herring River project status-Carole Ridley
- March 31-Housing Lottery drawing
- April 1-Town Meeting planning
- April 6-Emergency Management Team
- April 7-Auditor-summary of findings
- April 7-Harry Terkanian-budget status
- April 8-95 Lawrence Rd-RFP documents, Housing Authority, KP Law, MHP
- April 8-Fire Budget

TOWN ADMINISTRATOR'S REPORT TO THE SELECTMEN

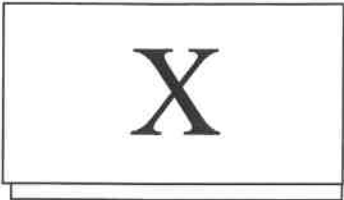
4. Personnel Matters:

No news



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021



TOPICS FOR FUTURE AGENDAS

Requested by:	Topic:	Requested to be on:



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

XI

CORRESPONDENCE AND VACANCY REPORTS

Date: April 9, 2021
To: Board of Selectmen
From: Jeanne Maclauchlan
Re: Vacancies on Town Boards

Board of Health (5 members, 2 alternates)

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

Requesting Appointment: No applications on file

Board of Water Commissioners

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

Requesting Appointment: No applications on file

Building and Needs Assessment Committee (5 Members)

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

Requesting Appointment: No applications on file

Commission on Disabilities (up to 5 Members)

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

Requesting Appointment: No applications on file

Conservation Commission (7 Members + 2 alternates)

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

Requesting Appointment: No applications on file

Council on Aging (11 Members)

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

Requesting Appointment: No applications on file

Cultural Council (no more than 15 Members)

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

Requesting Appointment: No applications on file

Finance Committee (9 members, 2 alternate)

Vacant Positions	Appointing Authority	Length of Term
1 Alternate Position	Town Moderator	3 years

Requesting Appointment: No applications on file

Historical Commission (7 members)

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

Local Housing Partnership (at least 9 members)

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

Marina Advisory Committee (7 Members, 2 Alternates)

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

Natural Resources Advisory Committee (7 Members)

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

Personnel Board (4 members + TA + FinCom Rep)

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

Planning Board (7 members + 2 alternates)

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

Recycling Committee (7 Members)

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

Rights of Public Access (5 Members)

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

Shellfish Advisory Board (7 members + 2 Alternates)

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

Zoning Board of Appeals (5 Members, 4 Alternates)

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



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

XII

MINUTES

REQUESTED BY:	Executive Assistant
DESIRED ACTION:	Approval of meeting minutes for March 9, 2021, March 23, 2021, & April 5, 2021
PROPOSED MOTION:	I move to approve the minutes of March 9, 2021 as printed in Draft I move to approve the minutes of March 23, 2021 as printed in draft I move to approve the minutes of April 5, 2021 as printed in draft
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

**Wellfleet Selectboard
Virtual Meeting ~ Zoom
Tuesday March 9, 2021; 6PM
Meeting Minutes**

Members Present: Michael DeVasto, Chair; Janet Reinhart, Vice-Chair; Justina Carlson, Ryan Curley, Helen Miranda-Wilson

Others Present: Maria Broadbent, Town Administrator; Rebekah Eldridge, Executive Assistant; Michael Hurley, Chief of Police; Lynne Welsh, Financial Advisor for the town of Wellfleet; Jay Norton, Wellfleet DPW; Susan Spear, Member of the Wellfleet Well Line; Hillary Greenberg-Lemos, Wellfleet Health Agent; Paul Fowler, Building Commissioner; Will Sullivan, Harbormaster; Carole Ridley, Ridley & Associates; Mia Baumgarten, Cable Advisory Board Chair; Mark Vincent, Wellfleet DPW; Ellaine McIlroy, 95 Lawrence Rd. Project; Gary Sorkin, 95 Lawrence Rd. Project; Kathleen Bacon,

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.

- Chief Hurley informed the board and public that he wanted to thank a few of his two lead investigators Sgt. Paul Clark and Detective Nick Daley for their hard work and dedication on the drug investigation and arrest of two individuals, getting a lot of drugs off the streets.
- Chief Hurley also informed the board that his Lt. applied for a grant from the department of Public Safety, this will be a sign to inform people to slow speeding cars.
- Spear read a letter to the board and public expressing their gratitude for the employees of the Wellfleet Marketplace and the Well Line would like to see the employees get free beach and transfer stickers for the 2021 season.

II. COVID-19 Updates and Recommendations

- Lemos stated that she did not have many updates for the board. She stated she is still trying to get the vaccine down to this part of the cape. She explained she is moving ahead along with the COA and the fire and police to get the homebound residents to get them vaccinated.

She reported that Wellfleet currently has 3 active Covid cases.

Chair DeVasto spoke out about how disappointed he is in the state knowing that Wellfleet is the number one tourist destination for people he stated the state needs to move quickly on getting vaccine down here so the residents and people who come here to work can be safe. Chair DeVasto stated the town should withhold their tax revenue from the state until all the residents are vaccinated.

Board Member Carlson agreed with Chair DeVasto. Board Member Wilson expressed her concern and dismay that many of the Wellfleet marketplace employees have not been vaccinated. Lemos explained that she has been in constant contact with the state and has been very demanding about getting the vaccine to this end of the cape. She explained she is trying hard but unfortunately it is falling on deaf ears.

Chair DeVasto stated he feels that the selectboard should write a letter to the state explaining how important it is to get the vaccine to the cape as the tourist season will soon begin to ramp up. They continued discussion on staff being vaccinated and when they will be vaccinated.

III. Public Hearings

A. *Discuss and Vote on a new fee schedule at the Wellfleet Marina – William Sullivan, Harbormaster*

Sullivan began explaining that he went to the Marine Advisory Board asking for a slight increase as there has not been any increase in fees in many years. He explained to the board how the increases will go over the next few years. He explained that he did not raise the commercial fees this year due to the pandemic but next year they will increase with the rest of the fees. He also explained that the marina fees are comparable to surrounding towns. The board expressed their gratitude for this well thought out plan.

Selectboard Member Reinhart moved, Selectboard Member Wilson seconded; and it was voted to approve the Wellfleet Marina updated Fee schedule as listed in the selectboard packet dated March 4, 2021 5-0.

IV. Board/Committee Appointments and Updates

A. *Disclosure of Appearance of Conflict of Interest – Olga Kahn, Planning Board*

Kahn explained to the board that she is on the Planning Board and is helping to draft a bylaw on Accessory Dwelling Unit. She stated she has a Accessory Dwelling unit and told them what she makes regarding income. She stated she would like to continue as a citizen/Planning Board Member. Chair DeVasto stated that if something arises in a discussion where she is uncertain about being a conflict of interest, she should contact the Lawyer of the Day at the courthouse and follow what he or she recommends.

Selectboard Member Reinhart moved, Selectboard Member Carlson seconded; and it was voted that the Selectboard has determined that the financial interest of Olga Kahn is not so substantial as to be deemed likely to affect the integrity of the services which the town may expect from her as a member of the Wellfleet Planning Board. This disclosure is dated February 19, 2021. 4-1-0 (Wilson Recused)

B. *Appointment of Al Mueller as an alternate member to the Zoning Board of Appeals – Principal Clerk*

Al Mueller was present for the meeting. Chair DeVasto explained that the board likes to hear from the applicant as to why he would like to be part of the of the Zoning Board of Appeals. He explained he has been living full time in Wellfleet since 2006 and he has worked with maps in the past and he would like to serve the community. The board discussed with Mueller his duties as a member and gave him a summary of the rules.

Reinhard moved, Wilson seconded; and it was voted to approve the appointment of Al Mueller as an alternate to the Zoning Board of Appeals. 5-0

DRAFT

C. *Appointment of Elisabeth Salén to the Local Housing Partnership – Principal Clerk*

Salén has asked that this be moved to a future Selectboard meeting.

No Action Taken

V. **Business**

A. *2021 ATM Article Bond Issuance – Town Administrator Broadbent/Miriam Spencer/Heather Michaud*

Administrator Broadbent introduced Spencer and the financial advisor who represented the town through the bond sale. Welsh gave a summary to the board of how the process went in obtaining the bond for the town. She informed the Board that there is a 20-year bond for Wellfleet with a low interest rate. The town was offered a premium and they were able to resize the bond. Wellfleet was given a AAA rating. She continued to explain this process and how it worked. Miriam stated that the documents needed to be personally signed by the board in the following day so they could be mailed out.

Selectboard Member Reinhart moved, Selectboard Member Curley seconded; and it was voted to approve the 2021 the bond issued votes as provided in the Selectboard packet and listed below, dated March 9, 2021. 5-0

FULL VOTE BELOW:

Further Voted: that the sale of the \$8,500,000 General Obligation Municipal Purpose Loan of 2021 Bonds (Unlimited Tax) of the Town dated March 15, 2021 (the "Bonds"), to Piper Sandler & Co. at the price of \$9,314,054.53 and accrued interest, if any, is hereby approved and confirmed. The Bonds shall be payable on March 15 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2022	\$475,000	5.00%	2032	\$405,000	2.00%
2023	\$475,000	5.00%	2033	\$405,000	2.00%
2024	\$475,000	5.00%	2034	\$405,000	2.00%
2025	\$465,000	5.00%	2035	\$405,000	2.00%
2026	\$465,000	5.00%	2036	\$405,000	2.00%
2027	\$425,000	5.00%	2037	\$405,000	2.00%
2028	\$425,000	5.00%	2038	\$405,000	2.00%
2029	\$415,000	5.00%	2039	\$405,000	2.00%
2030	\$415,000	2.00%	2040	\$405,000	2.00%
2031	\$415,000	2.00%	2041	\$405,000	2.00%

Further Voted: that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated February 23, 2021, and a final Official Statement dated March 2, 2021 (the "Official Statement"), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Official Statement.

Further Voted: that the Town Treasurer and the Selectboard be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the

Town, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

Further Voted: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds and to comply with relevant securities laws.

Further Voted: that any certificates or documents relating to the Bonds (collectively, the "Documents"), may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute one and the same document; delivery of an executed counterpart of a signature page to a Document by electronic mail in a ".pdf" file or by other electronic transmission shall be as effective as delivery of a manually executed counterpart signature page to such Document; and electronic signatures on any of the Documents shall be deemed original signatures for the purposes of the Documents and all matters relating thereto, having the same legal effect as original signatures.

Further Voted: that each member of the Selectboard, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

B. *Selectboard to decide to recommend or not recommend school renovation project – Chair DeVasto.*

Chair DeVasto stated he put this on the agenda knowing they had already discussed this subject in the past but wanted to have the selectboard weigh in the school project. He asked each board member their thoughts and opinions. Each member gave their thoughts and opinions for the school renovation, all members were in favor of this project stating the school is top rated in the state and it needs to be updated. Chair DeVasto also discussed the fact that there are millions of dollars that are being granted to this project and he stated its money that they will not be able to get back if this project doesn't go forward. **Selectboard Chair DeVasto moved, Selectboard Member Reinhart seconded; and it was voted to recommend the Nauset School Renovation project as written. 5-0**

C. *Herring River Restoration/High Toss Road Approved Article – Town Administrator Broadbent/Carole Ridley*

Ridley gave an update on the project and some background information to the Board. She explained that the Town's Counsel was asked to look into who was the owner of High Toss Road, counsel recommended that the original article be deferred to this year. Selectboard Member Curley asked if the administration was in contact with the abutters. Administrator Broadbent explained that they would be looking to KP Law for their guidance. They further discussed some details. Wilson will send the maps to Board Members regarding this area. **Selectboard Chair DeVasto moved, Selectboard Member Wilson seconded; and it was voted to place the article to accept High Toss Road as printed in the Selectboard packet dated March 9, 2021. 5-0**

Selectboard Member Reinhart moved, Selectboard Member Carlson seconded; and it was voted to recommend the acceptance of High Toss Road to Duck Harbor Road to the town. 5-0

D. *Spring Tax Insert – Wellfleet Cable Advisory Committee*

Baumgarten explained to the Board that the cable advisory board would like to have this insert informing residents that they may be eligible to receive cable if they are not receiving it now. They discussed this further. They came to the agreement that if there is room in the tax bill, they felt this is important.

Selectboard Chair DeVasto moved, Selectboard Member Reinhart seconded; and it was voted to approve the tax insert informing Wellfleet residents of their eligibility for Comcast coverage as long there is room for the insert. 5-0

E. *Opening and Closing of Herring River – Shellfish Constable Civetta*

Civetta explained to the Board that she had received the water quality test back from the state and passed with flying colors. She asked that in the board's motion they open and close the Herring River all in one motion, so it does not have to come before the board again. This is a requirement of the Division of Marine Fisheries

Selectboard Chair DeVasto moved, Selectboard Member Wilson seconded; it was voted to open the Herring River one half hour before sunrise Monday March 15, 2021 and close the river one half hour after sunset Tuesday August 31, 2021 as directed by the Division of Marine Fisheries. 5-0

F. *Lt. Island Bridge Repairs – Mark Vincent/Jay Norton*

Vincent informed the board that they have chosen the winning bid for the bridge project received by Aetna Bridge Company and have spoken with all the references provided. He stated he is hoping to begin the work this spring. There were a few questions regarding the details of the bridge. Vincent explained that the bridge will have to meet different codes but will look the same.

Selectboard Chair DeVasto moved; Selectboard Member Reinhart seconded; and it was voted to approve the bid from Aetna Bridge Company for the Lt. Island Road Bridge repair project and authorize the clerk for the Selectboard Ryan Curley to sign on behalf of the Selectboard. 5-0

G. *Approval of final RFP for the 95 Lawrence Project – 95 Lawrence Road Task Force*

Mcllroy informed the board that after a lot of time they have acquired the final RFP for this project and would like to get it approved and then sent to town counsel. The Board discussed the RFP and the timeline that goes along with this process. They discussed with Sorokin and Mcllroy at great length when this would go into effect. There was some concern about the contract and when the RFP would go out. Chair DeVasto explained that the timeline for this does not start until the contract is signed. Mcllroy explained the deadline for submissions

for developers is August 2021. Bacon spoke in favor of this draft and urged the Board to accept the draft as written. The Board continued to discuss the requirements at great length.

Selectboard Member Reinhart moved, Selectboard Member Wilson seconded; and it was voted to approve the final RFP 95 Lawrence Road project dated February 19, 2021. 5-0

Selectboard Chair DeVasto moved, Selectboard Member Reinhart seconded; and it was voted to approve to appoint the Town Administrator work with the task force for any future amendments that need to be made to the RFP for the 95 Lawrence Rd project dated February 19, 2021 with a preference that it be brought before the Board if feasible. 5-0

H. *Establishing a real property transfer fee for the Town of Wellfleet – Selectboard Member Wilson*

Chair DeVasto stated this was on the warrant for 2017. Selectboard Member Wilson explained she spoke with representative Sarah Peake and this needs to be changed and updated. This needs to be brought before Town Meeting on the warrant. She continued to explain that many towns in the state of Massachusetts are looking to change this too. Selectboard Member Curley gave more details stating that Wellfleet is asking for .5% and that the city of Boston was asking for 2%. He gave more information to the board and stated that he felt it should be 2%, which would bring more revenue to the town. Chair DeVasto stated his issues with the price of the home being set at five-hundred thousand dollars. The Board discussed this at great length. The concern with this was that it might have a negative effect on families or individuals with modest means. There was discussion with of having the rate set with the median home price. The Board discussed having this placed on the town warrant; they felt that this was too big of a discussion for them to place or vote on this subject tonight. They discussed that they would need to talk and learn more about second home versus first home, not knowing all the details.

No Action was Taken.

I. *Approval of a Warrant Article for Town Meeting to exempt the Town of Wellfleet from Prevailing Wages on small projects – Selectboard Member Curley*

Selectboard Member Curley explained to the Board the Article he would like to be brought to town meeting. He stated that Sarah Peake filed this for another town on the cape; this is for projects up to \$50,000. Chair DeVasto stated he did not have any issues having this on the warrant and feels it should be put to the residents of Wellfleet.

Selectboard Member Wilson moved, Selectboard Member Carlson seconded; and it was voted to recommend and place the article petitioning the General Court Exempting the Town of Wellfleet from prevailing wages on small projects as written. 5-0.

DRAFT

VI. Selectboard Reports

Selectboard Member Curley informed the Board he attended the Wastewater committee meeting earlier that day.

Selectboard Chair informed the board that he is a member of the MSI taskforce and is on the working group, he attended their meeting where they went through public comments which they take seriously to put into their draft issued. He gave the website where the meeting can be listened to.

Selectboard Member Wilson informed the board that she and Broadbent met with an attorney and a retired judge regarding use of private ways and subdivisions. She continued stating that the questions were addressed and asked for a written response so she could give it to the rest of the Board. She stated she learned that almost never can you use a private way to get to a public property. Chair DeVasto stated that was not how he read it and understood it.

Selectboard Member Reinhart stated she attended a meeting via zoom mass municipal association meeting with discussions on ADU's and what the state is doing with housing. She stated that she emailed the link to watch the meeting and she felt it was very informative.

Selectboard Member Wilson questioned the meeting time for upcoming meetings.

VII. Town Administrator's Report

Administrator Broadbent went over her report with the board. Giving credit to the town accountant Michaud for getting two grants from the state. She informed them that the audit is close to ending and they will have the report in front of them. She is looking to bring to the Board a fee schedule of all the town fees in one place, so they are easy to access. She continued that they are looking to expand the system away from the town's financial system Vadar and moving to better system that is easier to use. Broadbent was questioned about town hall and the opening of town hall and the coverage. Eldridge explained that the principal clerk is in the office Monday, Tuesday's; Eldridge is in the office Wednesday's and Thursday's and they alternate every other Friday.

VIII. Topics for Future Discussion

A. All restaurants and businesses that plan to change seating for the upcoming season do need to get permission from Fire, Police, and Health. Make sure the policy that was written last year has not expired.

B. Public Safety Concerns at Cahoon Hollow Beach

C. Schedule a time for the Wastewater committee to come before the selectboard.

D. Advertise in paper for Beach Rules and Regulations for Public Hearing at the March 23rd Selectboard Meeting.

E. Discussion on the Management of Beach Parking Lots during the summer, White Crest in particular

F. United States Department of Commerce looking for Selectboard comments.

G. Town Administrator Broadbent 6-month review – Selectboard

H. **NEWLY ADDED - Selectboard Member Reinhart discussed the letter that the Planning Board asking to discuss climate change, she stated it needs to be on a future agenda.**

DRAFT

I. NEWLY ADDED – Broadbent’s six-month review the board came to the decision that they would like a working meeting to discuss the process of the how to go about conducting the review.

J. NEWLY ADDED – Selectboard Member Carlson stated that she had been asked by the wastewater committee to have a joint meeting. To be scheduled at a later date

K. NEWLY ADDED – Selectboard Member Curley would like to look at the small vessel regulations.

L. NEWLY ADDED – Selectboard Member Wilson would like to find out when the final warrant needs to go to the printer.

IX. Correspondence and Vacancy Reports

- Selectboard Chair DeVasto stated that the town received a letter from the historical society informing them that they will be putting stairs behind town hall. This was discussed at a previous meeting where the Selectboard approved the stairs to be built. Selectboard Member Wilson stated that it needs to be more official. This letter and the notes need to be sent to town counsel for review.
- There was discussion about a complaint from a resident of Wellfleet regarding ATV’s.

X. Minutes

A. February 23, 2021 – Selectboard Member Reinhart moved, Selectboard Member Carlson seconded; and it was voted to approve the minutes as written in draft. 4-0-1 (Wilson abstained)

XI. Adjournment

- **Selectboard Member Reinhart moved, Selectboard Member Carlson seconded; and it was voted to adjourn the meeting. 5-0**
- **Meeting adjourned at 9:10PM**

Respectfully submitted by Rebekah Eldridge

**Wellfleet Selectboard
Virtual Meeting ~ Zoom
Tuesday March 23, 2021; 6PM
Meeting Minutes**

Members Present: Michael DeVasto, Chair; Janet Reinhart, Vice-Chair; Justina Carlson, Ryan Curley, Helen Miranda-Wilson

Others Present: Maria Broadbent, Town Administrator; Heather Michaud, Town Accountant; Rebekah Eldridge, Executive Assistant; Rich Pauley, Wellfleet Fire Chief; Michael Hurley, Wellfleet Police Chief; Will Sullivan, Wellfleet Harbormaster; David Agger, Suzanne Grout-Thomas, Director of Community Services; Peggy Jennings, Grant Owner Indian Neck; Nancy Civetta, Wellfleet Shellfish Constable; Dick Elkin, Cape Cod Commissions; Herb Gstalder, appointee for the Natural Resources Advisory Board; Dan Silverman, Wellfleet Town Meeting Moderator; Dale Rheaul, Friends of Herring River; Harry Terkanian, Wellfleet Housing Authority; Kathleen Bacon, Wellfleet Resident; Curt Felix, Wastewater Committee; Gary Sorkin, Community Preservation Committee;

Chair DeVasto Called the meeting to order at 6:01PM

I. Announcements, Open Session and Public Comments

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

- Agger discussed with the board that the town is posting in the Cape Codder and not the Provincetown Independent he would like the town to reconsider posting in the Independent.
- Selectboard Member Curley announced that he had spoken with the Town Administrator regarding information for voluntary contributions that go to the Taxation Committee and he reported that over \$19,000 has been donated to the committee. He thanked people who had contributed to the fund.
- Selectboard Member Carlson announced that she is not running for re-election for the Selectboard and professed her appreciation for all the board has accomplished while she was on the board and how much she learned. She impressed upon the public to run for a selectboard position.

II. Covid-19 Updates and Recommendations

A. Wellfleet Health Agent Hillary Greenberg-Lemos to give and update on vaccines.

- Lemos stated she didn't have much of an update, there are 2 active cases in Wellfleet. She stated that cases in Barnstable are on the rise and she will continue to keep an eye on that. She informed the public that eligibility for the vaccine has changed, she listed the people that were eligible. She explained that there are details on the town's website and then gave the mass vaccination website.
- Lemos continued to give information on the opening phases of Massachusetts.
- Wilson asked about the Covid test testing for the variant forms of Covid. Lemos explained that the tests are all the same.

III. Public Hearings

A. *Updated Beach Rules and Regulations – Beach Director Suzanne Grout Thomas/Selectboard Member Curley*

- Selectboard Member Curley presented to the board the two changes that he made to the regulations. He explained that one of the changes is to prohibit the storage of vessels on town owned coastal banks and beaches. Giving the town the right to remove the vessels.
- The second change is to prohibit parking at Scutter's Landing and that Omaha Road is the primary road that is used to get to the landing. He continued discussing the land being used.
- It was asked if Grout-Thomas had any concerns or additions to these amended regulations. Grout-Thomas commented that she wasn't sure how the town would regulate parking on a private road. They continued to discuss the fee for violations.
- They discussed the amended regulations at great length.
- Grout-Thomas asked the Selectboard before they make any decisions, she suggested they look at the Environmental Regulations that have been updated by the Conservation Commission which is where the small boat language is. There was more discussion on the regulations and language.
- Jennings who was a grant holder on Indian Neck stated her concerns having people that were helping with the shellfishing park their vehicles on the land on Omaha Rd. (the left-hand side). The Selectboard discussed the safety of using the small-town owned landing.
- **Selectboard Chair Reinhart moved, Selectboard Member Carlson made to Wellfleet's Beach Rules and Regulations and approved by appropriate department heads dated March 5, 2021. 5-0**

B. *Aquaculture License Extension (Indian Neck) – Michael DeVasto*

- Selectboard Chair DeVasto removed himself as a board member and presented himself as a business owner and shellfisherman. Acting Chair Reinhart explained to the Selectboard and the Public that this is a request for a grant extension. The Shellfish Constable asked for this to be moved to the next meeting. Chair Reinhart asked Civetta to speak; Civetta stated she was not notified of the public hearing, she also stated DeVasto questioned if the Constable could approve the extension with conditions. (Civetta made clear that she was asking for this hearing to be continued); Civetta will approve the application based on the conditions: ***Approval from the Harbormaster that it will not negatively impact navigation.***
A review from the Shellfish Department to determine there will be no other conflicts with growers or wild harvesters as a result of the extension.

Civetta continued that there needs to be more communication between the town and the shellfish department. She has had many inquiries about grant extensions that she has put off and needs to look at the harbor. DeVasto presented to the board that he appreciates the willingness to work with him. He did go to ethics and counsel to understand his role as a business owner. He stated his sincere gratitude to be a shellfisherman and be able to stay and work in Wellfleet. The Selectboard discussed the importance of shellfishing and this extension.

- **Selectboard Member Wilson moved, Selectboard Member Curley seconded; and it was voted to approve the aquacultural license extension 855c (to the south and west of grant 855b) as described on Map 1 in the selectboard packet, to Michael DeVasto in accordance with Massachusetts General Law Chapter 130, Section 57 and subject to certification by the Massachusetts Division of Marine Fisheries and licensing by the Army Core of Engineers. This license shall be approved for the initial term of 2 years as per section 7.8.2 of the Town's Shellfishing Policy and Regulations and is conditional upon approval from the Harbormaster that the extension will not materially impact navigational waters and a determination from the Shellfish Department that there will be no other conflicts with growers or wild harvesters. 4-0**

Chair DeVasto was welcomed back to the Board.

IV. Licenses

A. Seasonal Liquor License Renewals:

Wellfleet Beachcomber

Winslow's Tavern

Bocce Italian Grill

Wellfleet Motel and Lodge

VRs

Maurice's Campground

Wellfleet Marketplace

Chequessett Yacht & Country Club

Flying Fish Café

Wellfleet Flea Market

Macs Shack

Harbor Stage Company

Bob's Sub n Cone

Ceraldi

Chequessett Yacht & Country Club (boathouse)

Liquor n More

- **Selectboard Member Reinhart moved, Selectboard Member Wilson seconded; and it was voted to approve the above listed restaurants for their seasonal liquor license renewals. 5-0**

V. Board/Committee Appointments and Updates

A. *Appointment to the Barnstable County Home Consortium – Richard Ciotti*

- **Selectboard Member Carlson moved, Selectboard Member Curley seconded; and it was voted to approve the appointment of Richard Ciotti to the Barnstable County Home Consortium for the term of three years.**

B. *Reappointment to the Cape Cod Commission – Richard Elkin*

- **Selectboard Member Reinhart moved, Selectboard Member Carlson seconded; and it was voted to approve the reappointment of Richard Elkin to the Cape Cod Commission. 5-0**

C. *Appointment to the Public Access Committee – James Falcone*

- **Moved to the April Meeting**

D. *Appointment to the Natural Resources Advisory Board – Herb Gstalter*

- **Gstalter introduced himself to the Board stating he is passionate about the environment, especially the ponds in Wellfleet. He spoke about global warming and the rise in sea level. The Board communicated how pleased they were with this application.**
- **Selectboard Member Reinhart moved, Selectboard Member Wilson seconded; and it was voted to approve the appointment of Herb Gstalter to the Natural Resources Advisory Board. 5-0**

VI. *Business*

A. *Block and Tackle to change reopening date to April 1, 2021.*

- **Selectboard Member Reinhart moved, Selectboard Member Curley seconded; it was voted to approve the change of opening date for the Block and Tackle Restaurant date from March 1, 2021 to April 1, 2021. 5-0**

B. *Continued outdoor seating approval for:*

*Mac's Shack
The Wellfleet Beachcomber
The C Shore
The Wicked Oyster*

- **All have been approved by Wellfleet Police, Wellfleet Fire, and Wellfleet Health Departments**
- **The Board discussed these restaurants and asked both Fire and Police Chiefs if this was approved and if they had filed their seating plan? Chief Pauley stated that the Pearl Manager needed to come before the selectboard first and then to all the departments listed above. He stated that the restaurants above are using the same plan as was used in the previous year. They will do a final inspection before the restaurant opens.**
- **Selectboard Member Wilson moved, Selectboard Member Reinhart seconded; and it was voted to approve the restaurants listed above to continue their outdoor seating plan as allowed in 2020, and not to exceed the number of seats they are permitted for both indoor and**

outdoor for the summer of 2021. All restaurants have been approved by Wellfleet Police, Fire and Health Departments.

C. To discuss and vote to not issue Seasonal Recreational Shellfishing Permits for the summer of 2021 – Shellfish Constable Nancy Civetta

- Civetta explained that for the season of 2021 she is asking the Selectboard not to allow recreational seasonal shellfishing permits. She stated that do to the Covid Pandemic she would like to continue just selling annual permits at resident and nonresident rates. The Board discussed this with Civetta talking about only selling annual permits and forgo the Recreational Seasonal permits. Civetta stated she would look at this and the numbers that go with it. The Board supported Civetta in this recommendation.
- **Selectboard Member Curley moved, Selectboard Member Wilson seconded; and it was voted to not sell seasonal recreational shellfishing permits for the 2021 summer season. 5-0**

D. 370 Coles Neck Road/Dump Road Ameresco Solar Panel Contract – Town Administrator Broadbent

- Administrator Broadbent explained to the Board that there is a solution and Land Court has approved it but has not recorded the Book and Page number, she continued working with all attorney's they approve the contract and will insert those numbers once it has been recorded. It was suggested to cut a ribbon when the switch is flipped.
- **Selectboard Member Reinhart moved, Selectboard Member Wilson seconded; and it was voted to approve and have the selectboard sign the easement for the solar panels located at 370 Coles Neck Road, Wellfleet Massachusetts. 5-0**

E. 925 Chequessett Neck Road Easement Agreement – Town Administrator Broadbent

- Administrator Broadbent gave some information on this property, she explained that KP Law has been working with the property owner who needs and easement for an existing well be moved to an adjacent property.
- **Selectboard Member Reinhart moved, Selectboard Member Curley seconded; and it was voted to approve and have the Selectboard sign the easement as written for 925 Chequessett Neck Road, Wellfleet. 5-0**

F. Discussion and possible vote on Credit Card/Electronic Checks/ACH Fees – Administrator Broadbent & Town Accountant Michaud

- Administrator Broadbent asked Town Accountant Michaud to present to the Board. She explained to the Board that the town has been paying these fees for a long time and what they would like is to turn the fee over to the customers. This could allow the town to bring in extra revenue. It

was questioned if this needs to go out to bid to benefit from the best rates. They continued to discuss the details.

- **Selectboard Member Carlson moved, Selectboard Member Reinhart seconded; and it was voted to approve Wellfleet's Administration recommendations as follows:**
 1. **To offer electronic or ACH transaction options when available**
 2. **To assess all credit card and electronic check and ACH transaction fees to the customer Town Departments**
 3. **To direct Administration to streamline all payments processing onto a single platform**

5-0

G. *Town of Wellfleet Master Fee Schedule – Town Accountant Michaud/Administrator Broadbent*

- Town Accountant Michaud presented to the Board the master fee schedule. She explained she is used to working with a master fee schedule which allows better streamlining within the town. She explained the spreadsheet that was in front of the Board. She explained the building fees that had been made simpler for them. They are looking for the Board's approval to make sure all the departments are going through the fees annually. Administrator Broadbent explained that this makes it easier for the Board to understand. Broadbent explained she would like to ask the Selectboard to approve the fee schedule annually.
- **No Action Was Taken**

H. *Discussion and Vote to finalize the dates for Annual Town Meeting to be June 5, 2021 with rain dates included and to vote the change of date for the Annual Town Election to June 14, 2021 in accordance with recent amendments to the election laws.*

- Moderator Silverman asked the board to take a formal vote for their town meeting. He explained that he has met with the town meeting committee and it would be helpful if the date was officially set along with the rain dates set for the following Sunday and Monday June 6th and 7th. He continued to state that in checking with officials it is best that town meeting be held outside as it was the previous year.
- **Selectboard Member Wilson moved, Selectboard Member Carlson seconded; and it was voted to approve that Wellfleet's Annual Town Meeting be held on Saturday June 5, 2021 at 10am with the rain dates of Sunday June 6, 2021 and Monday June 7, 2021 and vote to change Wellfleet's annual Town Election on Monday June 14, 2021 in accordance with recent amendments to the election laws.**

I. *Discussion and possible vote on proclaiming the Month of May as Herring River Month – Friends of Herring River*

- Rheault presented to the board stating all the programs the group has for the month of may including their first annual 5k which she explained

will be virtual this year. Selectboard Member questioned the Board if they could make the Month of May Herring River Month every year.

- **Selectboard Member Curley moved, Selectboard Member Carlson seconded; and it was voted to approve that the month of May be proclaimed Herring River Month for the town of Wellfleet. 5-0**

J. *Discuss and possible vote on designating receipts for short term rental tax for housing purposes – Harry Terkanian.*

- Terkanian presented to the board discussing the incredible need for housing in Wellfleet. He stated the average cost to buy a house in Wellfleet is over five-hundred thousand dollars. He continued with rental properties are at this point non-existent. He stated the only way to add housing would be to build but again stated there is little land to build on. He continued with details about housing including people who wish to work here not being able to live here. He went on to discuss how he would like to suggest that the significant revenue that comes in from the Rental taxes and feels that a majority of this revenue should be committed to housing. Selectboard Member Curley questioned the year-to-date money that has been taken in for rental taxes Chair DeVasto stated he believed it was approximately \$500,000. The Board discussed that 80% was a large amount but they were willing to discuss 6% going towards housing and making this a year-by-year basis or taking it to town meeting. They discussed this at great length, which included zoning.
- Chair DeVasto went to the audience for comments, Bacon spoke in favor of allocating money to the housing authority. Chief Pauley spoke in support of utilizing some of the revenue to support housing. He also stated that there are so many competitive resources wanting to use this revenue. He continued to state that many of the warrant articles from last town meeting were deferred that will be coming before the town again. He supports the housing but cannot support 80% going towards housing. Felix spoke to the board discussing wastewater and the need the town has for it. He asked the board to not decide at this meeting and look further into other revenues.
- **No Action Was Taken**

K. *Send a letter in relation to the proposed fee increase by the Provincetown Public Pier Corporation – Selectboard Member Curley*

- Selectboard Member Curley stated he wrote a letter to the Corporation. The Board Members stated they read the letter and agreed to all sign it.
- **Selectboard Member Carlson moved, Selectboard Member Wilson seconded; and it was voted to approve to send the letter as written dated March 23, 2021 in relation to the proposed fee increases by the Provincetown Public Pier Corporation to the Provincetown Selectboard and the Provincetown Public Pier Corporation. 5-0**

L. *Discuss and vote to give the Wellfleet Marketplace Employees free beach and transfer station stickers for the 2021 season in appreciation of all their hard work through the pandemic– Susan Spear.*

- The Board discussed this request and came to the decision that if they did this for the employees at the market, they would have to begin to do it for all the people that worked during the pandemic. They professed their gratitude to the employees as well as all the other residents and workers that worked hard and throughout this pandemic. Chair DeVasto stated that a private fund could be set up by residents to donate money and then gift it to the appropriate people. Selectboard Member Wilson stated that the board should write a fantastic letter to all local government asking why all these frontline workers were not on the first list.
- **No Action was Taken.**

M. *Discussion on Eversource to spray the powerlines – Selectboard Member Wilson*

- Selectboard Member stated that she believes the entire Board is against spraying of chemicals. She continued stating that the Board could send a letter. Selectboard Member Wilson stated that they have until April 9, 2021 to submit comments to Eversource. She volunteered to draft a letter on behalf of the Board stating their concern for the spraying of chemicals. Wilson also stated that any mail that comes in to the selectboard needs to be scanned and sent to the selectboard as soon as it is received.
- **Selectboard Chair DeVasto moved, Selectboard Member Reinhart seconded; and it was voted to designate Selectboard Member Wilson write a letter on behalf of the Selectboard in opposition to the spraying of chemicals by Eversource around the power lines to be submitted as public comment. 5-0**

VII. *Selectboard Reports*

- Selectboard Chair DeVasto reminded everyone that the vote for the Nauset School Renovation is March 30,2021 and urged residents to get out and vote.

VIII. *Town Administrator's Report*

- A.** Full Report is in the Selectboard packet, Administrator Broadbent highlighted a few things from her report, discussing that the DPW would like to cancel amnesty day for the town this year due to the close contact people have with each other. She explained that the money came in from the bonds and thanked the Board for taking the time to come in and sign the paperwork. She informed the Board that they have selected a candidate for Eldridge's old position. She also stated they are hoping to have a full report from the auditors in the next week or so.

IX. Topics for Future Discussion

- March 17th Herring River Kick off meeting was discussed and how it will be managed – Selectboard Member Wilson would like a report or notes about the meeting.
- Issues with the historical society and the stairway behind town hall. Broadbent explained she has a call to them and will report to the Board as soon as she has answers.
- Selectboard Member Reinhart stated the Board should meet with the Finance Committee as soon as possible before time runs out and they must wait for the next year. She also would like to meet with the housing people to discuss the rental tax and the percentage that will go to the housing.
- They would like to set the warrant and discuss the town's budgets. Chair DeVasto asked the board to meet on April 6, 2021. They agreed and Eldridge will set that up. Selectboard Member Wilson suggested the Board watch the finance committee meetings, so they are able to see the presentations that the department heads made.
- Moving the meetings to 7pm, the board agreed to keep it at 6pm until the sun starts setting later.
- Eldridge will send the Selectboard links to the meetings where the budgets were approved by the finance committee.
- Discussion on the beaches for the summer season

X. Correspondence and Vacancy Reports

- No reports

XI. Minutes

A. March 9, 2021 ~ Selectboard Member Wilson moved; Selectboard Member Reinhart seconded 5-1 (Wilson abstained)

XII. Adjournment

Selectboard Member Wilson moved, Selectboard Chair DeVasto seconded; and it was voted to adjourn.

Meeting adjourned at 10:10PM

**Wellfleet Selectboard
Virtual Meeting ~ Zoom
Monday April 5, 2021; 6PM
Meeting Minutes**

Members Present: Michael DeVasto, Chair; Janet Reinhart, Vice-Chair; Justina Carlson, Ryan Curley, Helen Miranda-Wilson

Others Present: Maria Broadbent, Town Administrator; Heather Michaud, Town Accountant; Rebekah Eldridge, Executive Assistant; Rich Pauley, Fire Chief; Michael Hurley, Police Chief; Mark Vincent, Director of DPW; Jennifer Wertkin, Library Director; Suzanne Grout-Thomas, Director of Community Services; Becky Rosenberg, Recreation Director; Nancy Civetta, Shellfish Constable; Robin Robinson, Chair of the Library of Trustees.

Chair DeVasto called the meeting to order at 6:02PM

I. Announcements, Open Session and Public Comments

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

- Selectboard Member Wilson announced that tick testing program is no longer functioning, she is looking for other options.

II. Business

A. Review and vote to recommend or not to recommend General Government Budgets

- Chair DeVasto stated he didn't feel the budget is adequate to approve and send to the taxpayers, stating it is in deficit \$330,000. He asked Broadbent to present the budget to the board. She began by explaining they have been working very hard to get the budgets ready for the board. She continued to explain that she and the town accountant were waiting for the auditors to come back with actual numbers. She explained why she is presenting the budget to them as it is right now.
- There were many questions from Selectboard members regarding procedures and discussing what that procedure might be. They discussed the administration's budget at great length. Including using free cash once it is certified by the state, using the stabilization fund, or using the finance committees reserve fund to try and offset the budget.
- The Board was in unanimous decision that more information was needed to approve this budget.
- Chief Pauley spoke to the board stating how important it is to have this discussion so that all the numbers match with the accounting office. He stated he spoke with the Town Administrator and feels they can work together to get this budget on track.
- Michaud began explaining to the Board that she has reached out to many experts to help with the development of this budget. The Board discussed refinancing these loans and Michaud explained that they are working with their financial experts to figure out what is the best option.
- **Chair DeVasto moved, Board member Curley seconded; and it was voted to appoint Harry Terkanian if so willing to serve as a consultant to the town on the FY 2022 Budget to advise and administrate as necessary in order to complete and submit a final budget for the Annual Town Meeting effective immediately. 5-1**

- There was more discussion on the budget and how to balance it. Administrator Broadbent explained that she was looking for more guidance from the Board in moving forward with the budget. Chair DeVasto stated he would have liked to have the conversation sooner than now. Administrator Broadbent explained to the Board that she doesn't have a specific date on when the budgets would be certified by the state and the auditors. Michaud also explained that she was very conservative with the budget not knowing the free cash and what the auditors will come back with. The Board wants Terkanian to sit with Heather and go over budgets to see if he can offer any help.

B. Review and vote to recommend or not to recommend Police 2022 Budget.

- Chief Hurley began his presentation to the Board discussing his body cam budget and stating that after his budget went to the Finance Committee and Maria in February and looking at what the Board was sent was not what he had submitted. He continued that in speaking with Broadbent he was told that his body cameras that were originally in his budget have been moved to the Capital Improvement and he was concerned with that. He stated he objects to having the body cameras to capital as he needs a full-time staff person to cover just the body cams public records request. He was concerned about his salaries budget line. He continued to express how stressed and overloaded his department is, stating it will only get busier as the summer seasons approaches.
- Chair DeVasto stated he feels the body cameras belong in his budget and not on the Capital Budget. They continued to discuss the body cameras and how important they will be for the police department. Chair DeVasto asked if he was aware this was moved, Chief Hurley stated that he spoke with Broadbent and it was explained to him that it was moved to the Capital Budget to try and lower the overall budget. Chief Hurley explained that he feels there is a lack of communication and there needs to be improvement there.
- **Chair DeVasto moved, Selectboard Member Wilson seconded; and it was voted that both the Body Cameras and the Salaries and Wages in the amount of \$12,000 that was presented originally be moved back into the budget. 5-0.**
- Chief Hurley continued with his explanation for additional academy trained officer due to the phasing out of special officers by the state of Massachusetts. The Board continued to discuss with the Chief his budget in detail.
- Chief Pauley spoke to the Board about Chief Hurley needing another staff and to be placed into the warrant for town meeting.
- **Selectboard Member Curley moved, Selectboard Member Wilson seconded; and it was voted to insert and recommend an article in the Annual Town Meeting Warrant reallocating \$58,369.00 in the police department budget from SW specials to SW full time. 5-0**
- There were no changes in the Communications Budgets.
- **Selectboard Member Curley moved; Selectboard Member Carlson seconded, and it was voted to approve the Town Administrators Budget for FY 2022 for Communications and dispatch. 5-0**

C. Review and vote to recommend or not recommend Fire 2022 Budget.

- Chief Pauley began his presentation that he was disappointed with the way his budget was presented to the Board. He was upset about the lack of communication between him and administration. He continued with the cut in his salaries and needs more detail about these cuts and his concern for other cuts in his budget. He continued to express his concern and disappointment in the budget that the Board received in their packets. He explained certain things in his budget to the board.
- **Selectboard Member Curley moved, Selectboard Member Wilson seconded; and it was voted to remand the Fire Department's Fiscal Year 2022 budget to the Town Administrator and the Fire Chief. 5-0**

D. Review and vote to recommend or not recommend Public School 2022 Budget

- No action taken.

E. Review and vote to recommend or not recommend Shellfish 2022 Budget.

- Civetta presented her budget stating that it isn't what she had put before the finance committee and stated that she would like to meet with administration to go through her budgets. She discussed the needs for her department explaining she feels it will be a very busy 2021 season. She also discussed her propagation budget with the Board. The Board discussed this budget with Civetta asking and answering questions. Discussing the need for this department to flourish. The Board discussed with Civetta the need for signs to be hung for tourists and residents.
- **Selectboard Member Curley moved; Selectboard Member Reinhart seconded; and it was voted to remand the Shellfish Fiscal Year 2022 budget to the Town Administrator and the Shellfish Constable. 5-0**

F. Review and vote to recommend or not recommend Harbormaster/Marina Enterprise Budget 2022 Budget.

- Sullivan presented his budget to the Board explaining that there are a lot of changes this year as there haven't been many changes in the past years. He began with his salary line has increased. He stated he has been working very closely with the accounting department. Sullivan talked about hiring more seasonal employees as the harbor will be very busy this year due to the dredging that took place in October. He continued to discuss his budget and explaining the changes that were made on each budget line. The Board continued to discuss the budget with Sullivan. There was no Town Administrator's budget with this budget, the Board discussed remanding the budget.
- **Selectboard Member Curley moved, Selectboard Member Reinhart seconded; and it was voted to remand the fiscal year 2022 Marina Enterprise Budget back to the Town Administrator. 5-0**

G. Review and vote to recommend or not recommend DPW and Building Department 2022 Budget.

- Vincent presented his six budgets to the Board. He explained that he worked hard to keep his budgets level funded. He began with facilities, which he explained maintains 6-year-round town building and 7 seasonal buildings including utilities.

- **Selectboard Member Curley moved, Selectboard Member Reinhart seconded; and it was voted to approve DPW's facilities Fiscal Year 2022 budget with the total budget of \$340,950.00. 5-0.**
- Vincent continued to his next budget, operating. He explained his expenses and what this budget maintains around town. There is an increase of \$13,000 which he explained is a result of increasing the fire department repairs for fire vehicles.
- **Selectboard Member Curley DeVasto moved, selectboard member Reinhart seconded; and it was voted to approve the Town Administrator's DPW Operating fiscal year 2022 budget. 5-0**
- Vincent moved on to his highway budget he explained how this budget works and explained that he gets chapter 90 funds, so this budget is level funded.
- **Selectboard Member Curley Selectboard Member Reinhart seconded; and it was voted to approve The Town Administrator's DPW Highway Fiscal Year 2022 budget. 5-0**
- Vincent moved on to his Snow and Ice Budget. He explained plowing of town roads and some private roads. This is a level funded budget. He stated how he comes to this budget as it all depends on the weather. Chair DeVasto asked the salt to sand ratio, Vincent explained that it depends on the circumstances, but his usual ratio is 3-1, 3 sand and 1 salt.
- **Selectboard Chair DeVasto moved, Selectboard Member Reinhart seconded; ChaiFiscal Year 2022 Budget. 5-0**
- Vincent moved on to his Street Lighting Budget and explained that pays for electricity associated with the streetlights. Board Member Curley asked if the town needed all the lights. It was explained that the lights were put up by requests from residents.
- **Selectboard Chair DeVasto moved, Selectboard Member Reinhart seconded; and it was voted to approve the Town Administrator's DPW Street Lighting Fiscal Year 2022 Budget. 5-0**
- Vincent moved on to this transfer station budget and he explained each line of the budget. He explained that he also level funded this budget. The Board didn't have many questions for Vincent. Chair DeVasto asked about purple bags and will they begin again Vincent stated those receipts go into the general fund but they haven't been. He explained that the Board of Health voted to have the return of purple bags June 1, 2021.
- **Selectboard Chair DeVasto moved, Selectboard Member Reinhart seconded; and it was voted to approve the Town Administrator's DPW Fiscal Year 2022 budget. 5-0**
- The Board moved on to the building budget for fiscal year 2022.
- **Selectboard Member Carlson moved; Selectboard Member Reinhart seconded; and it was voted to approve the Town Administrator's Fiscal Year 2022 Recycling Committee Budget. 5-0**
- **Selectboard Chair DeVasto moved; Selectboard Member Wilson seconded; and it was voted to approve the Town Administrator' Fiscal Year 2022 Building Department Budget.**

- The emergency management budget was discussed, and it was found out that this budget belongs with the Police Department Budget. The Police Chief explained that this money has been used for signs to be placed on the highway.
- **Selectboard Member Carlson moved; Selectboard Member Curley seconded; it was voted to remand the Fiscal Year 2022 Emergency Management Budget back to the Town Administrator to find the extra money that is being requested by the Police Chief. 5-0**
- **Selectboard Chair DeVasto; Selectboard Member Curley seconded; and it was voted to approve the Town Administrator's Traffic and Parking Fiscal Year 2022 Traffic and Parking Budget. 5-0**

H. Review and vote to recommend or not recommend Human Services 2022 Budget

- The Board brought up the conservation committee budget and expressed it was out of order. Eldridge explained that she put them together because Hillary Lemos oversees both. Hillary was not on the meeting due to a surgery.
- **Selectboard Member Reinhart moved; Selectboard member Carlson seconded; and it was voted to remand the Health and Humans services fiscal year 2022 to the Town Administrator and the Department Head. 5-0**
- The Board discussed that they would like the old budget sheets as the newer ones are harder to read.
- **Selectboard Member Reinhart moved; Selectboard Member Curley seconded; and it was voted to remand the Fiscal Year 2022 Community Services Budget to the Town Administrator and Department Head**
- **Selectboard Chair DeVasto moved; Selectboard Member Curley seconded; and it was voted to approve the Town Administrator's Fiscal Year 2022 Veteran Services Budget. 5-0**
- **Selectboard Member Reinhart moved; Selectboard Member Wilson seconded; and it was voted to remand the fiscal year 2022 Historical Commissions budget to the Town Administrator.**
- **Selectboard Member Reinhart moved; Selectboard Curley seconded; and it was voted to approve the Town Administrators Holiday Celebrations Fiscal 2022 Budget in the amount of \$1,200. 5-0**
- **Selectboard Member Reinhart moved; Selectboard Member Curley seconded; and it was voted to approve the Town Administrator's Fiscal Year 2022 Cultural Council's Budget.**

I. Review and vote to recommend or not recommend Library 2022 Budget.

- Wertkin presented her Budget to the Board. She explained there were some discrepancies in her budget that she originally submitted to the Finance Committee, she explained that her book budget was reduced greatly, and her part-time staff budget was eliminated. She continued to discuss her needs at the library and the process of reopening the library to customers. She stated the cuts that were made she couldn't work with.
- **Selectboard Chair DeVasto moved; Selectboard Member Reinhart seconded; and it was voted to remand the fiscal year 2022 Library Budget back to the Town Administrator and Department Head. 5-0**

J. Review and vote to recommend or not recommend Recreation 2022 Budget.

- Rosenberg presented her budget to the Board. She stated that the budget before the board is not the budget she presented to the Finance Committee. Her race budget was cleared. She explained why these budgets can't be eliminated from her budget. She explained to the board more of her issues with her budget.
- **Selectboard Chair DeVasto moved; Selectboard Member Curley seconded; and it was moved to remand the Fiscal Year 2022 Recreation Budget back to the Town Administrator and Department Head. 5-0**

K. Review and vote to recommend or not recommend Beach, Council on Aging, & Community Services 2022 Budget

- Thomas presented her budgets to the Board. She began with her Community Services Budget, she explained that it was under the amount than last year because the state has allowed them to use free standing bathrooms. So the budget is lower than anticipated
- **Selectboard Member Janet moved; Selectboard Member Curley seconded; and it was voted to remand the Fiscal Year 2022 Community Services Budget back to the Town Administrator and Department Head. 5-0**
- Thomas moved on to her beach budget to the Board. She explained her credit card fees were zeroed out because the customers will be paying for their own fees.
- **Selectboard Chair DeVasto moved; Selectboard Member Reinhart seconded to approve the Town Administrator's Fiscal Year 2022 Beach Budget. 5-0**
- **Selectboard Member Reinhart moved; Selectboard Member Wilson seconded; it was voted to approve the Town Administrator's Fiscal Year 2022 Council on Aging Budget. 5-0**

L. To Review the Debt Services budgets including insurance and benefits for fiscal year 2022

- **Selectboard Member Carlson moved; Selectboard Member seconded; and it was voted to remand the fiscal year 2022 Debt Services Budget. 5-0**

M. To Review and recommend or not recommend Capital Improvement items for 2022 2021 Town Meeting Warrant Articles (2020 articles that were deferred and new articles for 2021)

- Review of the warrant will be postponed to the next meeting.

III. Selectboard Reports

- There were no reports at this meeting.

IV. Topics for Future Discussion

- The Board discussed having additional meetings. They decided there will be additional meetings in April. April 20, 2021 will be budget related; April 22, 2021 will be for the warrant; and the regularly scheduled meeting on April 27, 2021.
- The Capital Budget and Warrant will be reviewed at upcoming meetings/

V. Adjournment

- **Selectboard Member Reinhart moved; Selectboard Member Carlson seconded; and it was voted to adjourn. 5-0**
- **Meeting adjourned 10:15PM**

DRAFT *a full recording of this meeting can be found of the Town's website*



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: April 13, 2021

XIII

ADJOURNMENT

REQUESTED BY:	Selectboard Chair Michael DeVasto
DESIRED ACTION:	To Adjourn
PROPOSED MOTION:	I move to Adjourn
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____