



Wellfleet Selectboard

Note: Start Time of 6pm

The Wellfleet Selectboard will hold a public meeting on **Tuesday, January 16, 2024, at 6:00 p.m.** located at the Wellfleet Adult Community Center (ACC), 715 Old King's Highway, Wellfleet, MA 02667. Remote participation will be available by Zoom and telephone as provided below, in compliance with 940 CMR 29.10 and the Town's Remote Participation Policy. If technological problems interrupt remote participation, the meeting may be suspended or ended at the discretion of the Chair in consultation with the Board.

Selectboard meetings are broadcast live on Comcast cable (Wellfleet Government TV Channel 18) and are recorded. Recordings of meetings are available at wellfleet-ma.gov

Note: Any individual may record the meeting, but must first notify the Chair, and may not interfere with the meeting to record it. See M.G.L. c. 30A, s. 20(f).

Join the meeting hosted in Zoom by using the following link:

<https://us02web.zoom.us/j/85689604806?pwd=blplVFFBZzViQ0xNWkZKMm9iMVdrdz09>

By Phone: +1 929 205 6099 and enter Meeting ID: 856 8960 4806 | Passcode: 611877

To participate during public comment:

In person: go to closest available microphone.

Zoom: raise hand to be called on to speak.

Phone: dial *9 to raise hand to be called on

All participants must be recognized by the Chair prior to speaking during public comment or at any other time during the meeting. See "Speech and Conduct at Public Meetings" page following Agenda for further information on the law governing public participation.

I. *Announcements and Public Comments*

Note: Public comments are limited to no more than three minutes per speaker. A speaker may speak once during open comments. The Board will not deliberate or vote on any matter raised solely during Announcements & Public Comments.

II. *Consent Agenda*

A. Appoint Nancy Gralla from Alternate to voting member on the Wellfleet Recycling Committee.

III. *Public Hearings*

A. Wellfleet Preservation Hall, application filed December 14, 2023, change of manager from Janet Lesniak to Kate Ryan for their annual alcohol license.

B. Deliberate and Vote on the amendments proposed to the Town of Wellfleet's Liquor License Rules and Regulations; a copy of the changes will be provided in the Selectboard packet and at the town administration office.

- IV. ***Licenses***
 - A. **Common Victualler**
 - Gelato Joy Café
 - Wellfleet Preservation Hall
 - B. **Weekday Entertainment**
 - Wellfleet Preservation Hall
- V. ***Use of Town Property***
 - A. Wellfleet Oyster Alliance ~ Wellfleet Oyster Fest ~ October 15, 2024; October 23, 2024~ this includes, set up and clean up. Please see the packet for full details.
 - B. Second Summer Cycle, Inc ~ Patrick Lentell, September 15, 2024, 10am-4:00pm ~ various roads in Wellfleet for a bike ride from Mashpee to Provincetown.
 - C. Challenger Sports ~ Scott Francis ~ Baker's Field (Soccer Field) ~ Monday August 19, 2024, to Friday August 23, 2024, 8am – 12pm.
- VI. ***Business***
 - A. Process for Town Administrator search
- VII. ***Selectboard Reports***
- VIII. ***Topics for Future Discussion***
- IX. ***Minutes***
 - A. January 9, 2024
- X. ***Adjournment***

Speech and Conduct at Public Meetings

The SJC's Barron v. Kolenda case decided in March of 2023 held that "civility cannot be required regarding the **content of speech** at a public comment session in a public meeting."

Barron v. Kolenda also held that public bodies may impose restraints on the **conduct of individuals** at a public meeting:

"What can be required is that the public comment session be conducted in an "orderly and peaceable" manner, including designating when public comment shall be allowed in the governmental meeting, the time limits for each person speaking, and rules preventing speakers from disrupting others, and removing those speakers if they do. We have concluded that such time, place, and manner restrictions do not violate either the right to assembly under art. 19 or the right to free speech under art. 16.

In addition to the SJC's instructions in Barron v. Kolenda on a public body's right to require "orderly and peaceable" public comment, the Massachusetts Open Meeting Law contains rules for **conduct** at public meetings. From Mass. General Laws Chapter 30A, s. 20:

- No person shall address a meeting of a public body without permission of the chair, and all persons shall, at the request of the chair, be silent.
- No person shall disrupt the proceedings of a meeting of a public body.
- If, after clear warning from the chair, a person continues to disrupt the proceedings, the chair may order the person to withdraw from the meeting
- If the person does not withdraw, the chair may authorize a constable or other officer to remove the person from the meeting.

Public comment at Selectboard meetings

The Selectboard does not seek to, and will not regulate the **content** of speech by participants at public comment (with the exception of threats, incitements to violence, or other jeopardy to public safety). However, consistent with the Barron v. Kolenda case, the Chair will enforce the above rules to prevent disruption of meetings and to ensure "orderly and peaceable" public comment. Examples of conduct that disrupts a meeting include:

- Addressing the Board or the public when not recognized by the Chair, whether at the microphone or in the audience.
- Interrupting a speaker recognized by the Chair.
- Interrupting a Board member or Board discussion.
- Continuing to speak when time for comment has expired and the Chair has advised that the speaker is no longer recognized.
- Refusing to cease any of the above or other disruptive conduct when requested by the Chair

The Chair will flag disruptive conduct and issue a verbal warning to the individual engaged in it. If an individual who has received a verbal warning continues to disrupt proceedings (at that time or later in the meeting), the individual will be asked to leave the meeting. If the individual does not leave the meeting, the Chair will authorize his or her removal from the meeting.



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: January 16, 2024

I

ANNOUNCEMENTS AND PUBLIC COMMENTS

| | |
|--|--|
| REQUESTED BY: | Wellfleet Selectboard |
| DESIRED ACTION: | Announcements to the board and public |
| PROPOSED MOTION: SUMMARY: | <i>NOTE: Public comments are limited to no more than three minutes per speaker and be allowed to speak once during open comments.</i> The Board will not deliberate or vote on any matter raised solely during Announcements & Public Comments. |
| ACTION TAKEN: | Moved By: _____ Seconded By: _____ Condition(s): |
| VOTED: | Yea _____ Nay _____ Abstain _____ |



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: January 16, 2024

II

CONSENT AGENDA

| | |
|------------------------|---|
| REQUESTED BY: | Various Parties |
| DESIRED ACTION: | To approve the following without objection |
| SUMMARY: | I move to approve the following items with no objection: <ul style="list-style-type: none">• Appoint Nancy Gralla from an Alternate Member of the Wellfleet Recycling Committee to a full time Voting Member. |
| ACTION TAKEN: | Moved By: _____ Seconded By: _____ Conditions: |
| VOTED: | Yes _____ No _____ Abstain _____ |



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

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

FILL OUT THE FORM BELOW and mail it to:

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

Name Nancy Gralla Date 12-6-23

Mailing Address 10 Taylor Farm Rd.
Wellfleet, MA 02667

Phone (Home) _____ (cell) 202 747

E-mail Nancy@gralla.us

Please describe briefly any work experience, including volunteer service, that you feel would be useful to the Town: Currently also serving as an alternate on ECAC, and on the Third Act Massachusetts Working Group. Twenty years experience in local health department, and running two national non-profit small organizations.

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

Master's in Public Health, focus on Administration. Have taken many additional courses in program management, planning and data analysis, accounting, and communications.

Committees/Boards of Interest: 1) Recycling
2) Energy: Climate Action Committee
3) _____



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: January 16, 2024

III

PUBLIC HEARINGS

~ A ~

| | |
|-------------------------|---|
| REQUESTED BY: | Wellfleet Preservation Hall |
| DESIRED ACTION: | To approve the change of manager from Janet Lesniak to Kate Ryan for the annual alcohol license. |
| PROPOSED MOTION: | I move to approve the change of manager for the Wellfleet Preservation Hall from Janet Lesniak to Kate Ryan for their annual alcohol license. |
| SUMMARY: | |
| ACTION TAKEN: | Moved By: _____ Seconded By: _____ Condition (s): |
| VOTED: | |

TOWN OF WELLFLEET
PUBLIC HEARING

Notice is hereby given that under Chapter 138 of the General Laws, as amended that the Wellfleet Selectboard will hold a public hearing on Tuesday, January 16, 2023, at 6:00p.m. virtually and in person via zoom and at the Wellfleet Community Center (715 Old King's Highway) to decide the following:

- Application received Monday December 14, 2023, Wellfleet Preservation Hall for Change of Manager from Janet Lesniak to Kate Ryan.

WELLFLEET SELECTBOARD

Join Zoom Meeting

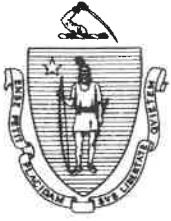
<https://us02web.zoom.us/j/85689604806?pwd=blplVFFBZzViQ0xNWkZKMm9iMVdrdz09>

Meeting ID: 856 8960 4806

Passcode: 611877

Dial by your location

+1 929 205 6099 US (New York)



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 of Manager

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):

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> New License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal) | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Change of License Type (i.e. club / restaurant) | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input checked="" type="checkbox"/> Change of Manager | <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement |
| <input type="checkbox"/> Change of Officers/ Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest (LLC Members/ LLP Partners, Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder | <input type="checkbox"/> Change of Hours |
| | | <input type="checkbox"/> Other <input type="text"/> | <input type="checkbox"/> Change of DBA |

THE LOCAL LICENSING AUTHORITY MUST SUBMIT THIS APPLICATION ONCE APPROVED VIA THE ePLACE PORTAL

**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 of Manager **Change of License Manager**

1. BUSINESS ENTITY INFORMATION

| | | |
|-----------------------------|--------------|---------------------|
| Entity Name | Municipality | ABCC License Number |
| Wellfleet Preservation Hall | Wellfleet | 0056-GP-1348 |

2. APPLICATION CONTACT

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

| | | | |
|-----------|--------------------|------------------------------------|--------------|
| Name | Title | Email | Phone |
| Kate Ryan | Executive Director | Kate@wellfleetpreservationhall.org | 508-349-1800 |

3A. MANAGER INFORMATION

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

Proposed Manager Name: Kate Ryan Date of Birth: 04/28/86 SSN: []-[]-[]

Residential Address: 259 Lund Farm Way

Email: Kate@wellfleetpreservationhall.org Phone: 774-722-0655

Please indicate how many hours per week you intend to be on the licensed premises: 50 Last-Approved License Manager: Janet Lesniak

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 |
|------------|------------|----------|------------------------------------|-------------------|
| 08/04/23 | | | | |
| 04/15/2014 | 07/03/2023 | teacher | Cape Cod Lighthouse Charter School | Catherine O'Leary |

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: Kate Ryan Date: 12/14/2023

ENTITY VOTE

The Board of Directors or LLC Managers of Wellfleet Preservation Hall Inc.
Entity Name

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

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on Nov. 30th, 2023
Date of Meeting

For the following transactions (Check all that apply):

Change of Manager

Other _____

“VOTED: To authorize Kate Ryan
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.”

“VOTED: To appoint Kate Ryan
Name of Liquor License Manager

as its manager of record, and hereby grant him or her with full authority and control of the premises described in the license and authority and control of the conduct of all business therein as the licensee itself could in any way have and exercise if it were a natural person residing in the Commonwealth of Massachusetts.”

A true copy attest,

For Corporations ONLY

A true copy attest,

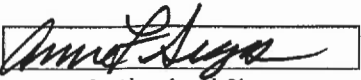
Anne Fi Suggs
Corporate Officer / LLC Manager Signature

Lee Waterspoon
Corporation Clerk's Signature

Anne Fi Suggs
(Print Name)

Lee Waterspoon
(Print Name)

APPLICANT'S STATEMENT

I,  the: sole proprietor; partner; corporate principal; LLC/LLP manager
Authorized Signatory
of Wulfleet Preservation Hall 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: 12/8/2023

Title: Executive Director

Payment Confirmation

YOUR PAYMENT HAS PROCESSED AND THIS IS YOUR RECEIPT

Your account has been billed for the following transaction. You will receive a receipt via email and via text message.



Transaction Processed Successfully.

INVOICE #: 85e0bd4f-61c4-42b0-8aa4-c248152726e7

| Description | Applicant, License or Registration Number | Amount |
|--------------------|---|-----------------|
| FILING FEES-RETAIL | 0056-GP-1348 | \$200.00 |
| | | \$200.00 |

Total Convenience Fee: \$0.35

Total Amount Paid: \$200.35

Date Paid: 12/14/2023 2:02:44 PM EDT

Payment On Behalf Of
License Number or Business Name:
 0056-GP-1348

Fee Type:
 FILING FEES-RETAIL

Billing Information
First Name:
 Kate

Last Name:
 Ryan

Address:
 Wellfleet Preservation Hall

City:
 Wellfleet

State:
 MA

Zip Code:
 02667

Email Address:
 kate@wellfleetpreservationhall.org



Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150

JEAN M. LORIZIO, ESQ.
CHAIRMAN

CORI REQUEST FORM

The Alcoholic Beverages Control Commission ("ABCC") has been certified by the Criminal History Systems Board to access conviction and pending Criminal Offender Record Information ("CORI"). For the purpose of approving each shareholder, owner, licensee or applicant for an alcoholic beverages license, I understand that a criminal record check will be conducted on me, pursuant to the above. The information below is correct to the best of my knowledge.

ABCC LICENSE INFORMATION

ABCC NUMBER: 0056-CR-1348 LICENSEE NAME: Wellfleet Preservation Hall, Inc CITY/TOWN: Wellfleet

APPLICANT INFORMATION

LAST NAME: Ryan FIRST NAME: Kate MIDDLE NAME: Elizabeth
 MAIDEN NAME OR ALIAS (IF APPLICABLE): _____ PLACE OF BIRTH: New York
 DATE OF BIRTH: 04/28/1986 SSN: _____ ID THEFT INDEX PIN (IF APPLICABLE): _____
 MOTHER'S MAIDEN NAME: Monahan DRIVER'S LICENSE #: _____ STATE LIC. ISSUED: Mass
 GENDER: Female HEIGHT: 5 5 WEIGHT: 150 EYE COLOR: green
 CURRENT ADDRESS: 259 Lund Farm Way
 CITY/TOWN: Brewster STATE: MA ZIP: 02631
 FORMER ADDRESS: 275 Windjammer Lane
 CITY/TOWN: Eastham STATE: MA ZIP: 02642

PRINT AND SIGN

PRINTED NAME: Kate Ryan APPLICANT/EMPLOYEE SIGNATURE: Kate Ryan

NOTARY INFORMATION

On this 12/14/2023 before me, the undersigned notary public, personally appeared KATE RYAN
 (name of document signer), proved to me through satisfactory evidence of identification, which were MA DRIV. LIC.
 to be the person whose name is signed on the preceding or attached document, and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose.

Gailynn G Miller
Notary Public
COMMONWEALTH OF MASSACHUSETTS
My Commission Expires
November 4, 2027

Gailynn G Miller
NOTARY

DIVISION USE ONLY

REQUESTED BY: _____
 SIGNATURE OF CORI AUTHORIZED EMPLOYEE: _____

The DCII Identify Theft Index PIN Number is to be completed by those applicants that have been issued an Identity Theft PIN Number by the DCII. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process. All CORI request forms that include this field are required to be submitted to the DCII via mail or by fax to (617) 660-4614.



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: January 16, 2024

III

PUBLIC HEARINGS

~ B ~

| | |
|-------------------------|--|
| REQUESTED BY: | The Wellfleet Selectboard |
| DESIRED ACTION: | To deliberate and vote on the amendments proposed to the Town of Wellfleet's Liquor License Rules and Regulations as discussed at their meeting on November 21, 2023. |
| PROPOSED MOTION: | I move to approve the Town of Wellfleet's Liquor License Rules and regulations as amended. To go into effect January 17, 2024. |
| SUMMARY: | |
| Project | Moved By: _____ Seconded By: _____ Condition(s): |
| VOTED: | Yea _____ Nay _____ Abstain _____ |

In accordance with MLG Chapter 138, notice is hereby given that the **Wellfleet Selectboard will hold a hybrid public hearing on Tuesday January 16, 2024, at 6:00PM** to consider the following:

- Deliberate and Vote on the amendments made to the Town of Wellfleet's Liquor License Rules and Regulations; a copy of the changes will be provided in the Selectboard packet and at the town administration office.

Published in The Provincetown Independent: December 28, 2023, and January 7, 2024

WELLFLEET SELECTBOARD

original
regulations

Amended 4/25/16

TOWN OF WELLFLEET
LIQUOR LICENSE RULES AND REGULATIONS

The following rules and regulations are adopted by the Board of Selectmen as Licensing Authority to apply to all licenses for the sale of alcoholic beverages to take effect July 8, 2008 and to take precedence over prior rules and regulations.

The issuance of a new Common Victualler license does not guarantee the granting of a new liquor license in the future.

Upon application for a Common Victualler license, the applicant must supply the Board with a copy of the establishment's menu and a listing of its working hours. Applicants for renewals of annual licenses and seasonal licenses must also supply the Board with a copy of their hours.

The Health Agent, the Fire Inspector, and the Inspector of Buildings must inspect the establishments of all Common Victualler applicants. These inspections are mandatory and must be completed before the license will be issued.

The fee for an all alcoholic beverage license, year-round shall be \$1,500; seasonal shall be \$1,600. The fee for beer and wine license, year-round shall be \$1,375; seasonal shall be \$1,450. The fee to extend a seasonal liquor license shall be \$125; fees for One Day Beer & Wine License \$100; All Alcohol \$150.

The fee for any license to sell alcoholic beverages shall be paid at the time of application in the case of renewals and within seven days following final approval of an application for a new license.

All liquor licenses must be picked up and paid for before an establishment may commence serving liquor.

The owner, manager or principal representative, and/or the person whose name appears on any license for the sale of alcoholic beverages shall be responsible for the enforcement of these regulations on the licensed premises and shall register as such with the Board of Selectmen.

The holder of a year-round license may be closed for renovations or other legitimate reasons for a specified period upon written approval of the Board of Selectmen.

The Board of Selectmen may require every licensee to have in attendance a police officer, who shall perform no other duty on the premises than to enforce the law and prevent disturbances. The cost of police services at the established rate will be borne by the license holder.

Any licensed premise having public parking areas shall be properly lighted so that persons, automobiles and other objects may be easily seen.

Places having public parking areas or lots near their buildings shall clean the same and shall keep a lane open in said lots so that police may drive through.

All illuminated signs advertising alcoholic beverages must be extinguished during hours when the sale of said beverages is prohibited.

No advertising matter, screen, curtain or other obstruction, which prevents a clear view of the interior of licensed premises, shall be maintained in or on any window or door thereof. (Chapter 138, Section 1, Massachusetts General Laws)

All glasses and containers in which alcoholic beverages are sold in the licensed premises shall be removed from all bars and tables not later than fifteen minutes after the closing time stipulated on the liquor license. All music and/or entertainment shall end no later than 1:00 a.m.

All patrons, members, and/or guests must vacate the public rooms of the licensed premises no later than twenty minutes after closing time for the sale of alcoholic beverages, as said time appears on the liquor license for said premises.

The Licensing Board may issue licenses for the operation of a Service Bar only. For the purpose of these rules and regulations, a service bar is defined as follows:

A bar at which only an employee of the licensed establishment may receive drinks to serve to patrons. There shall be no tables, chairs, or stools at any service bar.

Outdoor Service:

A no later than 1:00 a.m. closing hour shall apply to all outdoor service unless otherwise specified on license.

Package Goods Stores:

Minimum hours of operation for holders of all alcoholic package goods store licenses shall be from 9:00 a.m. to 8:00 p.m. during the period of the license, unless otherwise stipulated by the Selectmen.

Club Licenses:

All licensed clubs, whether Veteran's organizations or otherwise, may serve the alcoholic beverages for which they are licensed, to members and guests. No licensed club shall display in the doors or windows thereof or outside said premises any advertisements indicating the sale of alcoholic beverages within.

Special Event Licenses:

Special Event Liquor Licenses shall be required by all, but not limited to, private and public organizations or businesses where alcohol is either sold, or for which there is an indirect charge, such as admission fees or contributions. Special Event Licenses may be granted by the Licensing

Authority at a public hearing after review by the Police Department, Building Department, Fire Department and Health Department as necessary.

Violations:

Violations of any State statute or regulations or local bylaws will be dealt with as follows:

- A. First violation: If a hearing determines that a violation did occur, a warning will be issued to the licensee.
- B. Second violation: If a hearing determines that a second violation occurred, the liquor license will be suspended for a period of three days to two weeks.
- C. Third violation: If a hearing determines that a third violation occurred, the liquor license may be revoked for the remainder of the licensing period.
- D. Prior to holding a hearing, the Licensing Authority shall give 14 days written notice by certified mail, return receipt requested, to the licensee, said notice shall be not less than three days prior to the date of the hearing. Said notice shall contain the specific violations charged and the date, time and place of the hearing.

These regulations must be posted in every establishment holding a liquor license, in a location clearly visible to patrons.

In accordance with the provisions of Chapter 138 of the Massachusetts General Laws, the preceding regulations are adopted by the Board of Selectmen (Local Licensing Authority). These regulations shall remain in full force and effect unless amended or repealed by the Board of Selectmen.

red lined
Amendments

Amended 4/25/16
Amended XX/XX/23

TOWN OF WELLFLEET LIQUOR LICENSE RULES AND REGULATIONS

~~The following rules and regulations are adopted by the Board of Selectmen~~The Selectboard
~~adopts the following rules and regulations~~ as Licensing Authority to apply to all licenses for the
sale of alcoholic beverages to take effect ~~July 8, 2008~~ January 1, 2024 and to take precedence
over prior rules and regulations.

The issuance of a new Common Victualler license does not guarantee the granting of a new liquor
license in the future.

Upon application for a Common Victualler license, the applicant must supply the Board with a
copy of the establishment's menu and a listing of its working hours. Applicants for renewals of
annual licenses and seasonal licenses must also supply the Board with a copy of their hours.

The Health Agent, the Fire Inspector, and the Inspector of Buildings must inspect the
establishments of all Common Victualler applicants. These inspections are mandatory and must
be completed before the license will be issued.

~~The fee for an all alcoholic beverage license, year-round shall be \$1,500; seasonal shall be \$1,600.
The fee for beer and wine license, year-round shall be \$1,375; seasonal shall be \$1,450. The fee
to extend a seasonal liquor license shall be \$125; fees for One-Day Beer & Wine License \$100; All
Alcohol \$150.~~

The fee for any license to sell alcoholic beverages shall be paid at the time of application in the
case of renewals and within seven days following final approval of an application for a new license.
Said fees are set in the Liquor Licensing Fee Schedule as appears below.

| Liquor Licensing Fee Schedule | |
|--|-------------------|
| <u>Liquor License Filing Fee</u> | <u>\$60.00</u> |
| <u>Annual - All Alcohol Restaurant</u> | <u>\$1250.00</u> |
| <u>Annual - All Alcohol Package Store</u> | <u>\$1,300.00</u> |
| <u>Annual - Beer & Wine Restaurant</u> | <u>\$1,150.00</u> |
| <u>Annual - Beer & Wine Package Store</u> | <u>\$1,200.00</u> |
| <u>Closure of Annually Liquor Licensed Establishment for more than 21 days</u> | <u>\$250.00</u> |

| | |
|---|-------------------|
| <u>Seasonal - All Alcohol Restaurant</u> | <u>\$1,850.00</u> |
| <u>Seasonal - All Alcohol Innholder</u> | <u>\$1,600.00</u> |
| <u>Seasonal - All Alcohol Package Store</u> | <u>\$1,800.00</u> |
| <u>Seasonal - Beer & Wine Restaurant</u> | <u>\$1,675.00</u> |
| <u>Seasonal - Beer & Wine Package Store</u> | <u>\$1625.00</u> |
| <u>Seasonal Liquor License Extension</u> | <u>\$175.00</u> |
| <u>One Day Beer & Wine</u> | <u>\$115.00</u> |
| <u>One Day All Alcohol</u> | <u>\$175.00</u> |

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^A All liquor licenses must be picked up and paid for before an establishment may commence serving liquor.

The owner, manager or principal representative, and/or the person whose name appears on any license for the sale of alcoholic beverages shall be responsible for the enforcement of these regulations on the licensed premises and shall register as such with the Board of SelectmenSelectboard.

The holder of a year-round license may be closed for renovations or other legitimate reasons for a specified period upon written approval of the Board of SelectmenSelectboard.

The Board of SelectmenSelectboard may require every licensee to have in attendance a police officer, who shall perform no other duty on the premises than to enforce the law and prevent disturbances. The cost of police services at the established rate will be borne by the license holder.

Any licensed premise having public parking areas shall be properly lighted so that persons, automobiles and other objects may be easily seen.

Places having public parking areas or lots near their buildings shall clean the same and shall keep a lane open in said lots so that police may drive through.

All illuminated signs advertising alcoholic beverages must be extinguished during hours when the sale of said beverages is prohibited.

No advertising matter, screen, curtain or other obstruction, which prevents a clear view of the interior of licensed premises, shall be maintained in or on any window or door thereof. (Chapter 138, Section 1, Massachusetts General Laws)

All glasses and containers in which alcoholic beverages are sold in the licensed premises shall be removed from all bars and tables not later than fifteen minutes after the closing time stipulated on the liquor license. All music and/or entertainment shall end no later than 1:00 a.m.

All patrons, members, and/or guests must vacate the public rooms of the licensed premises no later than twenty minutes after closing time for the sale of alcoholic beverages, as said time appears on the liquor license for said premises.

The Licensing Board may issue licenses for the operation of a Service Bar only. For the purpose of these rules and regulations, a service bar is defined as follows:

A bar at which only an employee of the licensed establishment may receive drinks to serve to patrons. There shall be no tables, chairs, or stools at any service bar.

Outdoor Service:

~~A no~~ later than 1:00 a.m. closing hour shall apply to all outdoor service unless otherwise specified on license.

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Package Goods Stores:

Minimum hours of operation for holders of all alcoholic package goods store licenses shall be from 9:00 a.m. to 8:00 p.m. during the period of the license, unless otherwise stipulated by the ~~Selectmen~~Selectboard.

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Club Licenses:

All licensed clubs, whether Veteran's organizations or otherwise, may serve the alcoholic beverages for which they are licensed, to members and guests. No licensed club shall display in the doors or windows thereof or outside said premises any advertisements indicating the sale of alcoholic beverages within.

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Special Event Licenses:

Special Event Liquor Licenses shall be required by all, but not limited to, private and public organizations or businesses where alcohol is either sold, or for which there is an indirect charge, such as admission fees or contributions. Special Event Licenses may be granted by the Licensing Authority at a public hearing after review by the Police Department, Building Department, Fire Department and Health Department as necessary.

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Violations:

Violations of any State statute or regulations or local bylaws will be dealt with as follows:

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- A. First violation: If a hearing determines that a violation did occur, a warning will be issued to the licensee.
- B. Second violation: If a hearing determines that a second violation occurred, the liquor license will be suspended for a period of three days to two weeks.

C. Third violation: If a hearing determines that a third violation occurred, the liquor license may be revoked for the remainder of the licensing period.

D. Prior to holding a hearing, the Licensing Authority shall give 14 days written notice by certified mail, return receipt requested, to the licensee, said notice shall be not less than three days prior to the date of the hearing. Said notice shall contain the specific violations charged and the date, time and place of the hearing.

These regulations must be posted in every establishment holding a liquor license, in a location clearly visible to patrons.

In accordance with the provisions of Chapter 138 of the Massachusetts General Laws, the preceding regulations are adopted by the Board of ~~Selectmen~~Selectboard (Local Licensing Authority). These regulations shall remain in full force and effect unless amended or repealed by the Board of ~~Selectmen~~Selectboard.

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proposed
amendments

Clean
Version

Amended 4/25/2016.
Amended 11/21/2023.

TOWN OF WELLFLEET
LIQUOR LICENSE RULES AND REGULATIONS

The Selectboard adopts the following rules and regulations as the Licensing Authority to apply to all licenses for the sale of alcoholic beverages to take effect January 17, 2024, and to take precedence over prior rules and regulations.

The issuance of a new Common Victualler license does not guarantee the granting of a new liquor license in the future.

Upon application for a Common Victualler license, the applicant must supply the Selectboard with a copy of the establishment's menu and a listing of its working hours. Applicants for renewals of annual licenses and seasonal licenses must also supply the Board with a copy of their hours.

The Health Agent, The Fire Inspector, and the Building Inspector must inspect the establishments of all Common Victualler applicants. These inspections are mandatory and must be completed before the license is issued.

The fee for any license to sell alcoholic beverages shall be paid at the time of application in the case of renewals and within seven days following final approval of an application for a new license. Said fees are set in the Liquor Licensing Fee Schedule as appears below:

| Liquor Licensing Fee Schedule | |
|--|------------------|
| Liquor License Filing Fee | \$75.00 |
| Annual – All Alcohol Restaurant | \$1,250.00 |
| Annual – All Alcohol Package Store | \$1,500.00 |
| Annual – Beer & Wine Restaurant | \$1,150.00 |
| Annual – Beer & Wine Package Store | \$1,375.00 |
| Closure of Annually Liquor Licenses Establishment for more than 28 Days | \$250.00 |
| Seasonal – All Alcohol Restaurant | \$1,850.00 |
| Seasonal – All Alcohol Innholder | \$1,800.00 |
| Seasonal – All Alcohol Package Store | \$1,800.00 |
| Seasonal – Beer & Wine Package Store | \$1,675.00 |
| Seasonal Liquor License Extension | \$275.00 |
| One Day Beer & Wine | \$125.00 per day |
| One Day All Alcohol | \$175.00 per day |

All Liquor licenses must be picked up and paid for before an establishment may commence serving liquor.

The owner, manager, or principal representative, and or the person whose name appears on any license for the sale of alcoholic beverages shall be responsible for the enforcement of these regulations on the licensed premises and shall register as such with the Selectboard.

The holder of a year-round license may be closed for renovations or other legitimate reasons for a specified period upon written approval of the Selectboard.

The Selectboard may require every licensee to have in attendance a police officer, who shall perform no other duty on the premises than to enforce the law and prevent disturbances. The cost of police services at the established rate will be borne by the license holder.

Any licensed premises having public parking areas should be properly lit so that a person's automobile and other objects are easily seen.

Places having public parking areas or lots near their buildings shall clean the same and shall keep a lane open in said lots so that police may drive through.

All illuminated signs advertising alcoholic beverages must be extinguished during hours when the sale of said beverages is prohibited.

No advertising matter, screen, curtain, or other obstruction, which prevents a clear view of the interior of licensed premises, shall be maintained in or on any window or door thereof. (Chapter 138, Section 1, Massachusetts General Laws).

All glasses and containers in which alcoholic beverages are sold in the licensed premises shall be removed from all bars and tables not later than fifteen minutes after the closing stipulated on the liquor license. All music and or entertainment shall end no later than 1:00am.

All patrons, members, and or guests must vacate the public rooms of the licensed premises no later than twenty-minutes after closing time for the sale of alcoholic beverages, as said time appears on the liquor license for said premises.

The Licensing Board may issue licenses for the operation of a Service Bard only. For the purpose of these rules and regulations, a service bar is defined as follows:

A bar at which only an employee of the licensed establishment may receive drinks to s serve patrons. There shall be no tables, chairs, or stools at any service bar.

Outdoor Service:

No later than 1:00am closing hour shall apply to all outdoor services unless otherwise specified on license.

Package Goods Stores:

Minimum hours of operation for holders of all alcoholic package goods store licenses shall be from 9:00am – 8:00pm during the period of the license, unless otherwise stipulated by the Selectboard.

Club Licenses:

All licensed clubs, whether Veteran’s organizations or otherwise, may serve the alcoholic beverages for which they are licensed, to members and guests. No licensed club shall display in the doors or windows thereof or outside said premises any advertisements indicating the sale of alcoholic beverages within.

Special Event Licenses:

Special Event Liquor Licenses shall be required by all, but not limited to private and public organizations or businesses where alcohol is either sold, or for which there is an indirect charge, such as admission fees or contributions. Special Event Licenses may be granted by the licensing authority at a public hearing after review by the Police Department, Building Department, Fire Department and Health Department as necessary.

Violations:

Violations of any State statute or regulations or local bylaws will be dealt with as follows:

- A. First violation: If a hearing determines that a violation did occur, a warning will be issued to the licensee.
- B. Second violation: If a hearing determines that a second violation occurred, the liquor license will be suspended for a period of three days to two weeks.
- C. Third violation: If a hearing determines a third violation occurred, the liquor license may be revoked for the remainder of the licensing period.
- D. Prior to holding a hearing, the Licensing Authority shall give 14 days written notice by certified mail, return receipt requested, to the licensee, said notice shall be not less than three days prior to the date of the hearing. Said notice shall contain the specific violations charged and the date, time, and place of hearing.

These regulations must be posted in every establishment holding a liquor license, in a location clearly visible to patrons.

In accordance with the provisions of Chapter 138 of the Massachusetts General Laws, the preceding regulations are adopted by the Selectboard (Local Licensing Authority). These regulations shall remain in full force and effect unless amended or repealed by the Selectboard.



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: January 16, 2024

IV

LICENSE RENEWALS

~ A ~

| | |
|--|---|
| REQUESTED BY: | Executive Assistant |
| DESIRED ACTION: | To approve the 2024 Common Victualler License renewals |
| PROPOSED MOTION: SUMMARY: | I move to renew Common Victualler licenses for the following businesses: <ul style="list-style-type: none">• Gelato Joy Café• Wellfleet Preservation Hall |
| ACTION TAKEN: | Moved By: _____ Seconded By: _____ Condition(s): |
| VOTED: | Yea _____ Nay _____ Abstain _____ |



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: January 16, 2024

IV

LICENSE RENEWALS

~ B ~

| | |
|--|---|
| REQUESTED BY: | Executive Assistant |
| DESIRED ACTION: | To approve the 2024 Weekday Entertainment renewals |
| PROPOSED MOTION: SUMMARY: | I move to renew Weekday Entertainment licenses for the following businesses: <ul style="list-style-type: none">• Wellfleet Preservation Hall |
| ACTION TAKEN: | Moved By: _____ Seconded By: _____ Condition(s): |
| VOTED: | Yea _____ Nay _____ Abstain _____ |



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: January 16, 2024

V

USE OF TOWN PROPERTY

~ A ~

| | |
|--|---|
| REQUESTED BY: | Wellfleet Oyster Alliance |
| DESIRED ACTION: | To approve the use of various locations throughout Wellfleet for the Annual 2024 Octoberfest, to be held on October 19 th & 20 th , 2024. |
| PROPOSED MOTION: SUMMARY: | I move to approve the use if town property to Wellfleet Oyster Alliance for various locations throughout Wellfleet as specified in the application dated January 1, 2024. For the dates of October 15, 2024, through October 23, 2024. For a fee of \$800. WOA will continue discussions with all department heads leading up to the event. |
| 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: Deirdre Oringer, agent for Wellfleet Oyster Alliance (formally SPAT) et al
Affiliation or Group: Wellfleet Oyster Alliance (WOA) - Wellfleet OysterFest
Date: January 1st, 2024

Telephone Number: Office 508-349-3499, Cell 508-776-8408
Mailing Address: WOA - PO Box 2156, Wellfleet, MA 02667
Physical Address: WOA - 95 Commercial St., Suite 101 Wellfleet MA 02667
Email Address: vendors@wellfleetspat.org

Town Property to be used (include specific area):

- Town Hall and WPH Parking Lots
- Main St. to Bank St., Intersection at Holbrook Ave. & W.Main St. inclusive (vendors booths will be on one side of Main Street only)
- The grounds in the rear of WPH
- Live for Lou Memorial Garden
- Bank St. to Commercial St.
- Town parking lot at the intersection of Bank & Commercial (for bicycle parking)
- A small area of Town Pier near Harbormaster's Building (for portable restrooms and trash receptacles) and turn-around coned off for bus route by sticker shack
- Newcomb Hollow, White Crest and Lecounts Hollow parking lots, & Mayo Beach Lot.
- Approximately 75 spaces in Mayo Beach Lot will be reserved for handicapped, vendor and volunteer parking.
- Town Hall Conference room on the second floor for use by Event Organizers for administrative duties.
- Use of Town water to fill barrels as ballast for tents, hand washing stations and public water-bottle refilling stations.
- Plug in to electricity boxes in parking lot and at Town Hall

Date(s) and hours of use:

- 'Fest is October 19th - 20th, 2024
- 8:00 AM Tuesday-10-15-24 through 12:00 AM Wednesday 10-23-24: Town Hall Lot (from North side of TH towards Squire's Pond) **WILL BE CLOSED TO THE PUBLIC & NO PARKING ALLOWED DURING INFRASTRUCTURE SET UP AND / OR BROKEN DOWN. DELIVERIES, HANDICAPPED AND ADMINISTRATIVE STAFF PARKING WILL BE AVAILABLE ON TUESDAY AND WEDNESDAY, OCTOBER 15 & 16, 2024**
- Wednesday & Thursday- 8:00 AM to 5:00 PM, set up **LOT CLOSED EXCEPT FOR DELIVERIES**

- Friday- 8:00 AM to 8:00 PM, set up; **LOT CLOSED EXCEPT FOR DELIVERIES**
- 4:00 to 8:00 PM, Beer, Food & DJ **LOT CLOSED FOR DURATION OF FEST**
- Saturday & Sunday- 6:00 AM to 6:00 PM, set up, event, and clean up
- Monday-Tuesday- 8:00 AM to 6:00 PM, pack up & clean up
- Wednesday - Street sweep, residual clean up - lot open for parking- no traffic impediment

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:

- Purpose: Wellfleet OysterFest is WOA's main annual fundraiser. The festival will include: raw bars, food trucks, beer and wine (including hard seltzer), art and craft exhibitors, non-profit tents, a Family Fun Area, educational lectures at Wellfleet Public Library, shellfish farm tours, culinary programs at WPH, and main stage activities and live music featuring the annual Shuck Off.
- Number of persons involved: Up to 10,000 per day per recommendation of Police/Fire Safety Committee (Saturday and Sunday). This includes ticketed attendees per day, volunteers, adjunct staff, fire, rescue, police, and security. Admission gates will be controlled and monitored by WOA admissions team, Police and security team.
- Equipment, Food and Beverage: Main Stage, self contained food vendor trucks, miscellaneous tents, beer garden, porta potties, sanitizing stations, raw bars, shellfish holding and refrigeration, supplemental power panels, sound equipment and tent, video production equipment & big screens, miscellaneous kids area equipment.
- Parking Arrangements: Satellite parking at Newcomb Hollow, White Crest and Lecounts Hollow, town pier & Mayo Beach with drop off stops by Main Street and Holbrook Ave.
- Fees: Admission for adults is \$23 per person per day. Children under 12 will be admitted free. Wellfleet residents will be admitted free on Sunday with a valid driver's license or other verified ID.

Additional:

WOA agrees to pay for all town services utilized in the production of this event including permit fees, police and fire details, DPW support services, town water used for the event, and transfer station dump fees.

- Planning meetings with all Town Department Heads
- Planning with the Fire Department and Public Safety- Incident Action Plan will be in effect.

Permits to be obtained:

- Building (tents and stage)
- BOH (Temp Food and Sanitation)
- Electric (Power)
- Special Event Liquor License

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

WOA will pay all police, fire, rescue, shuttle, and outside security personal

Department of Public Works (DPW):

- Provide “No Parking” & “handicapped” signs
- Provide barriers
- Maintain grounds pre fest
- Maintenance and repair post fest
- Help with on site signage
- Close TH & Beach Parking lot restrooms
- After Fest street sweeping

Police Department

- Work with WOA to develop security and traffic plans
- Police details throughout the weekend including security, traffic flow, parking, etc
- Arrange highway signs
- Install barrier fences as needed
- Help monitor alcohol consumption & parameters

Fire & Rescue

- Provide staff necessary for emergency services including medical tent and ambulance located strategically outside of the Fest
- Deliver light tower to main stage
- Secure fire escape to TH
- Help monitor crowd control / safety

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:

_____ Approved as submitted

_____ Approved with the following condition(s): _____

_____ Disapproved for the following reason(s): _____

Date: _____

Processing Fee: \$50.00

Fee: _____

**Addendum I
FOR
“APPLICATION FOR PERMIT TO USE TOWN OWNED PROPERTY”**

Describe any Town services requested (police details, DPW assistance, please see above)

- ***WOA will continue to use our Haas & Wilkerson Insurance Agency General Liability insurance policy (1 million - 3 million aggregate for the fest).***

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

| | |
|---|---|
| <p><u>Health/Cons. Agent Signature:</u></p> <p><u>Comments/Conditions: Permits/Inspections needed:</u></p> | <p><u>Inspector of Buildings Signature:</u></p> <p><u>Comments/Conditions: Permits/Inspections needed:</u></p> |
| <p><u>Police Dept. Signature:</u></p> <p><u>Comments/Conditions:</u></p> | <p><u>Fire Dept. Signature:</u></p> <p><u>Comments/Conditions:</u></p> |

| | |
|--|---|
| <p><u>DPW Signature:</u></p> <p><u>Comments/Conditions</u></p> | <p><u>Beach Dept. Signature:</u></p> <p><u>Comments/Conditions:</u></p> |
| <p><u>Shellfish Constable Signature:</u></p> <p><u>Comments/Conditions:</u></p> | <p><u>Harbormaster Signature:</u></p> <p><u>Comments/Conditions:</u></p> |
| <p><u>Recreation Dept. Signature:</u></p> <p><u>Comments/Conditions:</u></p> | <p><u>Town Administrator:</u></p> <p><u>Comments/Conditions:</u></p> |

Wellfleet Police Department

OytserFestival 2023

October 27, 2023

To: Town of Wellfleet Selectboard

From: Lieutenant Michael Turner

Subject: OytserFestival 2023

The following is a brief report of activity at this years Festival. The Police Department worked closely with the event organizers to make sure we had adequate personnel and services for the festival.

Saturday October 14, 2023

- The weather was mostly sunny with temperatures in the 50s throughout the day. Beginning at 9am the crowds began to build at the festival entrances with a steady stream of people most of the day.
- Partial list of Police Activity
 - 4 parking complaints that were rectified without incident.
 - Numerous alcohol nips were confiscated at the entrance to the Fest.
 - One individual was transported to Cape Cod Hospital for possible seizure.

Sunday October 15, 2023

- The weather was partly cloudy with temperatures in the 50s throughout the day. There was a steady but smaller crowd attending the festival throughout the day.
- Partial list of Police Activity.
 - 2 parking complaints that were rectified without incident.
 - One person who attempted to enter the festival without a ticket was escorted out of the festival without incident.

Monday October 16, 2023

- Partial list of Police activity from the previous night.

- At 3 AM, a single motor vehicle accident on Long Pond Road where the operator of the vehicle fled the scene and was later located. Criminal charges were filed against the operator.
- Agencies that were present at the festival both Saturday and Sunday.
 - 16 Wellfleet Officers.
 - 6 Officers Cape Cod regional tactical team.
 - 3 Officers Massachusetts state police bomb squad including two K-9s.
 - 2 officers from Barnstable County Sheriff's Office mobile command unit.
 - 1 Officer Provincetown Police Department.
 - 2 Officers Truro Police Department.
 - 2 Officers Dennis Police Department.
 - 7 officers from 2 separate marine units located at the Town Pier.

This year's festival was an enormous success, boasting a large turnout that surpassed our expectations. Our ongoing collaboration with the event coordinators was instrumental in creating a safe and enjoyable environment for all participants. I'm pleased to report that crowd control was managed exceptionally well, and we did not experience any significant incidents or disturbances.

We are committed to maintaining our collaboration with SPAT throughout the winter, aiming to further enhance the organization and execution of the event. This ongoing partnership ensures that we can build on the successes of this year's festival and make future editions even better.

The remarkable cooperation and professionalism displayed by the dedicated volunteers, staff organizers, DPW members, inspectional agencies, as well as the Police and Fire departments, is genuinely valued and applauded. Working together as a unified team, we have contributed to the success and safety of the event, and this collaborative effort is truly commendable.

Respectfully submitted for your information.



Michael Turner

Lieutenant



Wellfleet Fire Department

10 Lawrence Road, Wellfleet, MA 02667



Richard J. Pauley, Jr.
Fire Chief

Phone: (508) 349-3754
Fax: (508) 349-0318

Joseph Cappello
Deputy Chief

TO: Selectboard
Rich Waldo, Town Administrator

FROM: Chief Richard J. Pauley, Jr.

RE: *Oyster Festival 2023*

DATE: October 28, 2023

The following is a summary of the October, 2023, Oyster Festival. This Department worked closely with other public safety agencies and the leadership of the Wellfleet Oyster Alliance (formerly known as Wellfleet SPAT) to ensure proper safety plans and operations were in place as we have done for over twenty years.

Several meetings were held over the last twelve months to properly prepare and plan for this Event and to bring it back to the Main Street venue successfully. As has been done in the past a two day Incident Action Plan (I.A.P.) was prepared to identify the public safety mission, goals and objectives, strategy, operations, etc. The I.A.P consists of a twenty plus page document and was prepared by Deputy Chief Joe Cappello. This I.A.P. is shared with all involved public safety agencies and the Wellfleet Oyster Alliance personnel as needed and is a living and fluid document which sets needs and expectations of all involved agencies, businesses, partners, participants, etc.

As in the past, this Department set up a staffed medical aid tent, family needs tent, ambulance and other resources for the Festival. We also decided to position Forestry 90 behind the food tent and Reserve Engine 89 at the parking lot across from Preservation Hall and the Department UTV at the Town Hall driveway so, in the event of a fire or other emergency, these vehicles would be available and on site.

Saturday, October 14th; Six (6) Fire Department personnel were detailed to the Oyster Fest to respond to medical and/or other emergencies. During this day we provided services to ten "walk in/first aid" individuals that needed minor medical attention. We also treated and transported one individual with a Priority One status to Cape Cod Hospital for seizure issues.

For at least the second year that the Festival was located on Main Street we saw a serious overcrowding situation at Winslow's Tavern (both inside the restaurant and outside on the lawn leading to congestion of the regular and emergency exits. We made contact with the manager of the restaurant and proceeded to order their staff/employees to not allow any further additional patrons on the premises. Our count of patrons showed the property to be overcrowded by at least

TO: Selectboard, Rich Waldo Town Administrator
RE: *Oyster Festival 2023*

October 28, 2023
Page 2

one hundred (100) people. We had serious discussions with the management and staff to immediately rectify the situation. I will be asking the Selectboard, as the licensing authority, to consider this matter, looking toward the future so as to ensure that this situation does not re-occur.

Sunday, October 15th, Seven (7) Fire Department personnel were detailed to the Oyster Fest to respond to medical and/or other emergencies. As we have seen with past Oyster Fests, the Sunday of the event saw fewer participants than the previous day. We provided services to six "walk in/first aid" individuals that needed minor medical attention and did not need to transport anyone to Cape Cod Hospital.

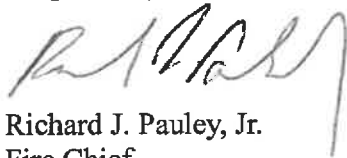
We worked with the management of Winslow's to re-work their ingress and egress points of the property which allowed for better crowd management and no problems were encountered at that establishment throughout the day.

Overall, this year's Oyster Fest was very successful with a larger turnout than was previously expected. We believe that the pre-sale requirement for tickets was helpful in this regard, however, we did see several occasions where people were able to "sneak in" and attend the festival, mostly on Saturday. On October 26th, we had a post Oyster Fest meeting with the leadership of the Wellfleet Oyster Alliance, the Police Department and Matt Frazier to review what went well at this year's Fest and to identify areas that needed improvement.

As has been outlined in the past, the overall positive, professional and excellent cooperation between the Oyster Fest organizers, public safety agencies, Department of Public Works personnel, vendors and other individuals associated with this event greatly contributed to it's success.

As always, please don't hesitate to contact me with any questions or concerns.

Respectfully submitted,



Richard J. Pauley, Jr.
Fire Chief



Michael P. Hurley
Chief of Police

Wellfleet Police Department

36 Gross Hill Road ° Wellfleet MA 02667

Phone 508-349-3702

Fax 508-349-7683



Kevin M. LaRocco
Deputy Chief

Wellfleet Police Department Update

- Staffing update:

- Two Officers have accepted positions with other Police Departments. Sarah Chase has accepted a position with the Yarmouth Police Department, and Officer Eric Daley has accepted a position with the Northeastern University Police Department.
- Jack Richards has completed all pre-entrance requirements and is scheduled to begin the Northern Essex Community College Municipal Police Academy on November 13, 2023.
- Anthony Emmott has completed most of the pre-entrance requirements and is scheduled to begin at the Randolph Police academy on December 4, 2023.

- Operational update:

- Oyster Fest weekend passed with almost no incidents, thanks in large part to strong event control, including the pre-sale of entrance tickets, improved public safety measures, enhanced event security with gated security points, and a solid working relationship with the SPAT organizers. Letters of appreciation have been sent to all Law Enforcement Department heads of agencies that assisted with the event.
- The Wellfleet Police Department responded to numerous calls for service since the last update, with two of them being particularly noteworthy. One involved Domestic Disturbance where a firearm was reportedly displayed. The other involved a stolen vehicle where the driver refused to stop for the Eastham Police Department. While being monitored by the Wellfleet Police Department, the vehicle traveled through town into Truro eventually crashing in Provincetown. The operator was arrested by the Provincetown Police Department after a brief foot chase, with the assistance of Wellfleet Police Sergeant Jeremiah Valli.
- The Wellfleet Police Department applied for the Municipal Road Safety Grant Program with the Massachusetts Executive Office of Public Safety and Security Office of Grants and research, we were awarded \$19,992.50 for equipment and traffic enforcement.

Proudly Serving and Protecting our community



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: January 16, 2024



USE OF TOWN PROPERTY ~ B ~

| | |
|--|---|
| REQUESTED BY: | Second Summer Cycle, Inc. ~ Patrick Lentell |
| DESIRED ACTION: | To approve the use of the various roads in Wellfleet for a bike ride that begins in Mashpee and ends in Provincetown, on September 15, 2024, from 10:00am to 4:00pm. |
| PROPOSED MOTION: SUMMARY: | I move to approve the use of various roads in Wellfleet to Patrick Lentell of Second Summer Cycle on September 15, 2024, from 10:00am to 4:00pm to set up all police details with Lt. Michael Turner. For a fee of \$500.00 |
| 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 SecondSummer Cycle, Inc

Affiliation or Group

Telephone Number 508-280-7903

Mailing Address PO Box 2017

Email address patrick.lentell@gmail.com

Cotuit, MA 02635

Town Property to be used (include specific area) Riding through Wellfleet per route attached and parking area at White Crest Beach parking lot on the ocean side for hydration and nutrition stop.

Date(s) and hours of use: September 15, 2024, from 10:00 a.m. to 4:00 p.m.

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.

A ride from Mashpee to Provincetown on September 15, 2024. There will be 700 riders total from three starts. The starts are Mashpee, Sandwich and Orleans. The average fee will be \$100.00 per rider. There will be hydration and nutrition provided at the stop at White Crest Beach.

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

We will need police details as agreed upon last year with the police department.

We will not need any DPW assistance.

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:

Approved as submitted.

Approved with the following condition(s):

Disapproved for following reason(s):

Date:

Processing Fee: \$50.00

Fee:

(over)

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

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| Health/Conservation Agent: Comments/Conditions: Permits/Inspections needed: | Inspector of Buildings: Comments/Conditions: Permits/Inspections needed: |
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| Police Department: Comments/Conditions: | Fire Department: Comments/Conditions: |
|---|---|

| | |
|--|---|
| DPW: Comments/Conditions | Community Services Director: Comments/Conditions: |
|--|---|

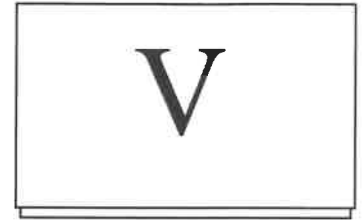
| | |
|---|--|
| Harbormaster: Comments/Conditions | Shellfish: Comments/Conditions |
|---|--|

| | |
|---|---|
| Recreation: Comments/Conditions | Town Administrator: Comments/Conditions |
|---|---|



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: January 16, 2024



USE OF TOWN PROPERTY ~ C ~

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|-------------------------|---|
| REQUESTED BY: | Challenger Sports ~ Scott Francis |
| DESIRED ACTION: | To approve the use of Baker's Field for a soccer camp for a week in August. |
| PROPOSED MOTION: | I move to approve the use of Baker's Field to Challenger Sports; Scott Francis for a soccer camp for the week of August 19, 2024 through August 23, 2024 from 8am to 12pm. |
| SUMMARY: | |
| 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 SCOTT FRANCIS Affiliation or Group CHALLENGER SPORTS
Telephone Number 401-213-0466 Mailing Address 94B JEFFERSON BLVD
Email address SFRANCIS@CHALLENGERSPORTS.COM WARWICK RI 02888
Town Property to be used (include specific area) BAKERS FIELD (SOCCER FIELD)

Date(s) and hours of use: Monday 19th August to Friday 23rd August 8:00AM - 12:00pm

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.

Soccer camp to support the recreation soccer players with one week of instruction. Maximum of 40 players with a one time fee of \$160. All equipment will be provided by Challenger Sports

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

Bathroom facility if possible

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:

Approved as submitted
 Approved with the following condition(s): _____

 Disapproved for following reason(s): _____

Date: _____ Processing Fee: \$50.00
Fee: _____

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS

| | |
|--|---|
| Health/Conservation Agent: Comments/Conditions: Permits/Inspections needed: | Inspector of Buildings: Comments/Conditions: Permits/Inspections needed: |
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| Police Department: Comments/Conditions: | Fire Department: Comments/Conditions: |
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| DPW: Comments/Conditions | Community Services Director: Comments/Conditions: |
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| Harbormaster: Comments/Conditions | Shellfish: Comments/Conditions |
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| Recreation: Comments/Conditions | Town Administrator: Comments/Conditions |
|---|---|



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: January 16, 2024

VI

BUISNESS

~ A ~

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|-------------------------|--|
| REQUESTED BY: | Selectboard |
| DESIRED ACTION: | To review the process for the next Town Administrator Search |
| PROPOSED MOTION: | If a motion is needed one will be made at the time of the meeting. |
| SUMMARY: | |
| ACTION TAKEN: | Moved By: _____ Seconded By: _____ Condition(s): |
| VOTED: | Yea _____ Nay _____ Abstain _____ |

Rebekah Eldridge

From: Kathleen Granlund <kgran20220@aol.com>
Sent: Wednesday, January 10, 2024 9:55 AM
To: Board of Selectmen
Cc: Rebekah Eldridge
Subject: Town Administrator Search

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Selectboard.

In light of recent events regarding the impending departure of the Town Administrator. I would like to take a moment and ask that in the event a search committee will be formed to look for a new TA, a member of the Finance Committee, yet to be named, have a seat on said search committee.

We believe that the presence of a FinCom member brings a focused perspective, provides the ability to ask pertinent financial questions. and lends an opportunity to explore any candidate's depth of knowledge regarding financial issues.

Thank you for your consideration,

Respectfully submitted.

Kathy Granlund
Wellfleet Finance Committee Chair.



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: January 16, 2024



SELECTBOARD REPORTS:

| Reported by: | Topic: |
|--------------|--------|
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SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: January 16, 2024

VIII

TOPICS FOR FUTURE DISCUSSION

- **The board will bring up topics that they wish to be on future agendas.**



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: January 16, 2024

IX

MINUTES

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|-------------------------|---|
| REQUESTED BY: | Executive Assistant |
| DESIRED ACTION: | Approval of Meeting Minutes for January 9, 2024 |
| PROPOSED MOTION: | I move to approve the minutes of January 9, 2024, as written in draft. |
| ACTION TAKEN: | Moved By: _____ Seconded By: _____ Condition(s): |
| VOTED: | Yea _____ Nay _____ Abstain _____ |

**Wellfleet Selectboard
Hybrid Meeting:
715 Old Kings Highway ~ Zoom
Tuesday January 09, 2024; 6pm
Meeting Minutes**

Members Present: Barbara Carboni, Chair; John Wolf, Vice Chair, Michael DeVasto, Ryan Curley, Tim Sayre, (virtually)

Others Present: Rich Waldo, Town Administrator; Silvio Genoa, Assistant Town Administrator; Rebekah Eldridge, Executive Assistant; Christine Shreeves, Friends of the Wellfleet Library; Marissa Jackson, Eversource; Kathleen Walker, WOMR & New England Endurance; Andy Scherding, race coordinator; Mairead Murphy, Applicant for use of town property; Dwight Este, Historical Museum, Susan Reverby, Chair of the seasonal residents committee; Gail Ferguson, resident; Brad Morse, resident; Chris Merl, Resident;

Chair Carboni called the meeting to order at 6:05pm

I. *Announcements and Public Comments*

Note: **Individuals may speak once during public comment, for up to three minutes** The Board will not deliberate or vote on any matter raised solely during Announcements & Public Comments.

Chair Carboni asked if there were any announcements from the board members, there were no announcements from the board or the administration. Chair Carboni announced the selectboard will have a working meeting on January 30, 2024, at the town hall in the basement conference room. They will discuss the complaint process. Estes announced that there will not be a walk on Uncle Tim's Bridge.

Ferguson, spoke to the board stating that she was upset to have lost the town administrator, and spoke about last week's public comment, she gave some recommendations.

Maurice spoke to the board about the library, and it not being quiet.

Reverby spoke to the board on behalf of the seasonal residents of Wellfleet, she read a statement about the concern of the town staff, she stated the board is very upset about the treatment of staff and the selectboard. They welcome the opportunity to help the board move forward.

Morse spoke to the board, regarding town records, and the shellfish hire, and the unreconciled balances.

Merl spoke to the board; stating that if they move forward with the shellfish hire, he believes they have gone against the town's rules.

Ahern spoke to the board stating that she wanted to make sure that before Waldo left the town, he needed to make sure all the FY2023 books were reconciled.

Brunt spoke to the board reading a statement.

II. Consent Agenda

- A. Christine Shreves ~ Friends of Wellfleet Library ~ Town Hall Front Lawn & Driveway between Town Hall and Abiyoyo ~ July 14, 2024, 6am-3pm with a rain date of July 21, 2024, for the annual book sale fundraiser.
- B. Re-Appoint the election officers for 2024:
 - Peter Cook -Warden
 - Roberta Ward-Deputy Warden
 - Martha Dilts-Clerk

Board Member Wolf Moved; Board Member DeVasto Seconded; and it was voted to approve the consent agenda as printed.

Roll Call Vote: 5-0

III. Public Hearings Chair Carboni Opened the hearing at 6:27pm:

- A. Eversource ~ requests permission to locate underground cables, conduits, manholes, including the necessary sustaining and protecting fixtures, in, under, along and across the following public way or ways:
 - **Pine Point Road: To install one (1) handhole 24/H6B and 22' +/- of 4" conduit under Pine Point Road**
Jackson spoke to the board explaining what Eversource is looking to do under Pine Point Road. She explained that she has worked with the DPW, and they need to apply for a curb cut permit once approved.
There were no questions.

Board Member Wolf Moved; Board Member DeVasto Seconded; and it was voted to approve to Eversource to install one handhole 24/H6B and 22' +/- of 4" conduit under Pine Point Road.

Roll Call Vote: 5-0

Chair Carboni Moved; Board Member Wolf Seconded; and it was voted to close the public hearing.

Roll Call Vote: 5-0

IV. Licenses

A. Common Victualler

- Blackfish Variety
- The Bookstore and Restaurant
- C-Shore
- Cumberland Farms
- Dent Donuts (Dunkin)
- Hatch's Fish Market
- Macs on The Pier
- Mac's Seafood Market
- Mac's Shack
- PJ's Family Restaurant
- The Lobster and Chowder House
- The Pearl
- Winslow's Tavern
- Wellfleet Marketplace

Board Member DeVasto Moved; Board Member Wolf Seconded; and it was voted to renew the above businesses for their Common Victualler Licenses

Roll Call Vote: 5-0

B. Weekday Entertainment

- Bookstore and Restaurant
- C-Shore
- The Block and Tackle
- The Lobster & Chowder House
- The Pearl Restaurant

Board Member DeVasto Moved; Board Member Wolf Seconded; and it was voted to renew the above businesses for their Weekday Entertainment Licenses.

Roll Call Vote: 5-0

V. Use of Town Property

A. WOMR/John Braden & Kathleen Walker ~ Wellfleet Sprint Triathlon ~ various locations throughout Wellfleet ~ June 15, 2024, 5am-11am.

Walker came to the table to present to the board what the group is looking to do. She gave details about the course, and what they plan to do for the race.

Board Member DeVasto Moved; Board Member Curley Seconded; and it was voted to approve the use of various locations and The Wellfleet Elementary Parking lot on June 15, 2024, from 5am to 11am to WOMR/NE Endurance; for a fee of \$800.00.

Roll Call Vote: 5-0

B. New England Endurance ~ Swim Run Cape Cod ~ various locations throughout Wellfleet ~ September 21, 2024, 5am -12pm.

Scherding presented to the board about this event. Explaining the event and the details of the swim and the run. He explained the last two years did not take place due to Covid and a hurricane. He stated this race benefits Habitat for Humanity housing initiative. Sayre asked how many participants. DeVasto asked if they paid for last year, they would check this out and get back to administration. The board discussed the fee for this event.

Board Member Wolf Moved; Board Member Curley Seconded; and it was voted to approve the use of various locations in Wellfleet to New England Endurance for their Swim Run Cape Cod Event on September 21, 2024; from 5am to 12pm for a fee of \$800.00 unless the fee was paid in the previous year.

Roll Call Vote: 5-0

C. Mairead Murphy & Amro Ardida; To use the Wellfleet Memorial Garden from 2-5pm for a wedding ceremony.

Murphy and Ardida spoke to the board giving details of their wedding ceremony to be held at the garden. Chairs, small flower arch to be set up a few hours before the event.

Chair Carboni asked if there were any questions and stated that if there was parking on the street it needed to be coordinated with the police department.

Board Member Curley Moved; Board Member Seconded; and it was voted to approve the use of the Wellfleet Memorial Garden to Mairead Murphy & Amro Ardida for their wedding ceremony to be held on June 22, 2024,

from 2pm-5pm for a fee of \$200.00 and to be returned to the state in which it was before the event to the satisfaction of the DPW director and the Conservation agent.

Roll Call Vote: 5-0

VI. *Board/Committee Appointments and Updates*

A. Letter on appointment of Tom Cole to Lower Cape TV as a Wellfleet Representative

Board Member DeVasto Moved; Board Member Curley Seconded; and it was voted to appoint Tom Cole as a Wellfleet Liaison for Lower Cape TV for a term of three years.

Roll Call Vote: 5-0

VII. *Business*

A. Discussion and possible appointment of Interim Town Administrator Chair Carboni spoke to the board about appointing the Assistant Town Administrator Silvio Genao as the interim.

Curley stated he would like to see Silvio as the interim, and the town would need to hold an executive session to discuss a contract.

Wolf agreed that he believes Genao should be the interim as well, DeVasto agreed and stated he would like to see an interim ATA in place to be able to support Silvio.

Sayre stated that he has no issues with Genao being the interim Town Administrator. Curley asked if Colton was available to step in for an interim role as ATA. Sayre stated he believed that Genao's current contract has terms if the town administrator role is vacated then he should step in. Chair Carboni agreed and stated that she would like the town counsel to review to make sure that they are covering all aspects of the job.

Genao spoke to the board and stated that he is willing to step in and become interim and will do what is required of him, he stated that he will seek out an interim assistant town administrator so that the town can continue moving forward. He stated he believes that staffing is the most important aspect of his focus will be and that the board, if they appointed him, he would like their support.

Sayre questioned Genao if he wanted to be the interim, Genao stated he did.

Chair Carboni Moved; Board Member Curley Seconded, and it was voted to appoint Silvio Genao as interim town administrator effective as of February 10, 2024, subject to contract negotiations subject to the charter.

Roll Call Vote: 5-0

Genao thanked the board for their support,

VIII. *Selectboard Reports*

Chair Carboni questioned if there were any reports, Curley stated that Maurice's Planning Committee has received 6 responses for the RFP of the and they will be reading through them. He stated that the committee was very excited to receive the six responses.

There were no other reports.

IX. *Town Administrator's Report*

Waldo spoke to the board and gave a summary of his written report. He gave a budget update for the department heads that he has met with. He spoke to the board stating that the FY2023 books are closed and the introductory meeting with DOR has happened with Silvio. Wolf questioned that by the time Waldo departs the town, the FY2023 books will be reconciled, and the FY 2024 books will be up to date. Curley questioned when the auditors will be presenting for the FY2022 audit. Waldo stated that he didn't have a date but will reach out again. He stated their focus is FY2023.

Genoa spoke to the board stating that he has been having weekly meetings with the finance staff in the town hall, he also stated he has been meeting with the DOR as recently as this morning and gave an update with what the state is expecting of the town.

X. *Topics for Future Discussion*

Curley questioned the alcohol fees and the hearing, Eldridge explained that the hearing was posted and is scheduled for the 16th of January.

Brunt asked for the board to reestablish a personnel board.

XI. *Minutes*

A. November 21, 2023, ~ Board Member Wolf Moved; Board Member DeVasto Seconded; and it was voted to approve the meeting minutes of November 21, 2023, as printed in draft.

Roll Call Vote: 5-0

B. December 19, 2023, ~ Board Member Wolf Moved; Board Member DeVasto Seconded; and it was voted to approve the meeting minutes of December 19, 2023, as printed in Draft.

Roll Call Vote: 5-0

XII. *Adjournment*

Board Member Sayre Moved; Board Member Wolf Seconded; and it was voted to adjourn the meeting.

Roll Call Vote:5-0

Meeting Adjourned: 7:29pm

***** Public Documents *****

Application for Use of Town Property – Christine Shreeves

Public Hearing Documents for Eversource for installation of handhole for conduit under Pine Point Rd.

Common Victualler License Businesses for renewals

Weekday Entertainment License Businesses for renewals

Application for Use of Town Property ~ Wellfleet Sprit Triathlon

Application for Use of Town Property ~ New England Endurance

Application for Use of Town Property ~ Wellfleet Memorial Garden

Appointment Letter of Tom Cole to be a liaison for the town of Wellfleet to Lower Cape Television.

Town Administrator Report

DRAFT *** A full recording of this meeting can be found on the town's website***

Meeting Minutes

November 21, 2023

December 19, 2023



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: January 16, 2024

X

ADJOURNMENT

| | |
|-------------------------|---|
| REQUESTED BY: | Selectboard Chair Barbara Carboni |
| DESIRED ACTION: | To Adjourn the meeting |
| PROPOSED MOTION: | I move to adjourn |
| ACTION TAKEN: | Moved By: _____ Seconded By: _____ Condition(s): |
| VOTED: | Yea _____ Nay _____ Abstain _____ |