



**Wellfleet Board of Selectmen
Minutes of January 12, 2016
Wellfleet Senior Center**

Present: Selectmen Paul Pilcher, Dennis Murphy, Helen Miranda Wilson; Berta Bruinooge, Jerry Houk; Town Administrator Harry Sarkis Terkanian and Assistant Town Administrator Brian Carlson

Chairman Paul Pilcher called the meeting to order at 7:00 pm.

Announcements, Open Session and Public Comment

- Wilson thanked Dale Smith, Sylvia Smith and Barbara Stevens for their many years of service.
- Joel Fox had concerns about the new Shellfishing rules and regulations and requested the Board to address these based on water temperature rather than dates in order to avoid loss of oyster seed. William Young, Jr. asked for a joint brainstorming meeting in the future. Wilson said that the Shellfish Advisory Board (SAB) will be meeting on January 20 and this issue will be discussed. Terkanian explained that changing SAB Rules and Regulations will require a public hearing and in the meantime the Shellfish Constable has advised him that he will consider the existing circumstances.. Barbara Brennessel invited everyone to the SAB meeting on January 20, 2016. Pilcher said that the Board will be happy to review this matter on a future agenda if there is a recommendation by the SAB.

Public Hearing(s) [7:05]

Request for Chequessett Yacht and Country Club to include a proposed patio and the boathouse in the licensed premises.

Barbara Boone, Manager of Chequessett Yacht and Country Club presented her request for including a proposed patio and the boathouse in the licensed premises. She said that the number of guest seats will remain unchanged.

MOTION 215-411: Wilson moved and Bruinooge seconded to approve the request for alterations of Barbara Boone, Manager of Chequessett Yacht and Country Club (690 Chequessett Neck Rd) to include a proposed patio and the boathouse in the licensed premises conditioned on the Board of Health and ZBA approvals. The motion passed 4-0-1 (Murphy recused himself).

Appointments/Reappointments

MOTION 215-412: Murphy moved and Wilson seconded to appoint Brian Carlson as an alternate member to Cape Cod Municipal Health Group. The motion passed 5-0.

Town Administrator Search Committee

Pilcher read the names of all willing to serve on the Town Administrator's Search Committee. Applications on file from: John Morrissey, Amy Voll, Roger Putnam, Jr., Moe Barocas, Jeanne Maclauchlan, Curtis S. Felix. Pilcher asked all present and willing to serve for their availability from February to April, and they all answered positively. He suggested keeping the number of people on the committee no more than five. Pilcher talked about the role of the committee and shared previous experience with the search for the last Town Administrator. Houk suggested that there should be a representative of the Community Policing serving on the committee. Pilcher stated that the purpose of this committee will be to review and screen the applications for the TA vacancy and recommend finalists. He clarified that an outside consultant will not be used. The Selectmen deferred decision on this matter to the meeting on January 19, 2016.

Use of Town Property

John Braden & Kathleen Walker presented the request of WOMR to hold a Sprint Triathlon on June 11, 2016 from 8 am to 11 am. Areas to be used: Long Pond Rd. including grassy area and parking lot; Lawrence Rd.; Gross Hill Rd.; Ocean View Dr.; WES parking lot. Terkanian said that this event is a fundraiser and this falls in the low/no fee category for non profit events; the application fee has been received. He expressed concerns about liability insurance and police detail.

MOTION 215-413: Pilcher moved to approve the request of WOMR/John Braden & Kathleen Walker to hold a Sprint Triathlon on June 11, 2016 from 8 am to 11 am with areas to be used: Long Pond Rd. including grassy area and parking lot; Lawrence Rd.; Gross Hill Rd.; Ocean View Dr.; WES parking lot pending proof of liability insurance and police details to be paid by the applicant. Wilson seconded and the motion passed 5-0.

Review of Fiscal 2015 Auditor's Report

Richard Sullivan gave a verbal presentation on the Auditor's Report for FY 2015. He specifically talked about the financial status and health of the Town and the amount of unfunded obligations and Other Post Employment Benefits (OPEB) to the County Retirement System. In conclusion he said that overall he is pleased with the audit, despite the concerns he had as a result of personnel changes on the financial team. He thanked Town Accountant Marilyn Crary and Acting Treasurer Dawn Rickman for their assistance and good work. The Selectmen and the audience applauded.

Possible reuse of funds from repaid Community Development Block Grant (CDBG) loans

Alice Boyd explained what CDBG is and talked about possible re-use of program income money. She explained about the process involved with the Department of Housing and Community Development in order to be allowed to re-use of the available \$170,000. The Selectmen will check with Town boards and committees on possible areas for re-use of the program income and provide a recommendation to Bailey Boyd Associates for the application process.

Loans for Wellfleet Shellfishermen – joint collaboration between SPAT and Lower Cape Community Development Partnership

Michelle Insley, Executive Director of SPAT introduced that SPAT has given \$200,000 to the community of which \$60,000 had been set aside for micro loans for shellfishermen in partnership with the Lower Cape Community Development Partnership. Jay Coburn, Executive Director of Lower Cape Community Development Partnership said that this is a great collaboration and explained the logistics of these micro loans. Houk had questions about the interest rate and the income limit. Wilson wanted to know if the money from SPAT will be dedicated to Wellfleet only. Insley answered the question by saying that these funds are specifically directed to Wellfleet. No action was taken by the Selectmen on this matter.

Nauset Regional School District and Wellfleet Elementary School FY 2017 Budgets

Fin Com members present: Arlene Kirsch, Bob Wallace and Liz Sorrell. There was no FinCom quorum present and the Board of Selectmen meeting carried on. Janice Plaue, Committee Chair of the Wellfleet Elementary School (WES) introduced the budget discussion by saying that the School Committee is very positive with the FY 2017 budget process. She said that the budget is slightly above 2% . Plaue said that the regular program has a negative increase and all of the proposed budget increases are due to the growing number of the special needs students. WES Principal Mary Beth Rodman said that FY 2017 budget is within the parameters of Proposition 2 ½ and gave a brief presentation of the programs offered by WES, specifically talking about the Early Intervention Program. Houk wanted to know about the Preschool tuition (account 4088). Rodman explained the formula-based estimate. Bruinooge congratulated WES about their special needs program and their early intervention program. Murphy

wanted to know if other communities have early intervention programs. Sorrell said that WES historically has been below the state average on special needs children. Pilcher also thanked WES for their programs. Rodman and Plaue invited the community to visit the school. The discussion about FY 2017 WES proposed budget concluded without any action taken by the Selectmen.

Nauset Regional School District (NRSD) Superintendent Tom Conrad and NRSD Committee representative for Wellfleet Chris Easley presented the NRSD FY2017 budget request and highlighted that the Central Office Budget came at negative 1.22%. Superintendent Conrad talked about the upcoming budget meetings and affirmed that he is aware of the limitations of Proposition 2 ½ and said that he will be working on proposing lowering the FY2017 budget. He confirmed that the enrollments have been steady. Pilcher made comments on the proposed high salary increases and wanted to know the projected enrollment statistics and their impact on the Wellfleet's assessment. Terkanian went over the enrollment figures and also confirmed that the enrollment figures are steady. Houk wanted to know about the School Choice program. John Morrissey wanted to know if the new Monomoy Regional High School had an impact on the School Choice program. Conrad said that the School Choice is very healthy and strong. Conrad briefly introduced the idea for future renovation of the high school building, when State Funding is approved. Murphy had questions about proposed capital improvement requests for doors and windows from few years ago. Houk wanted to know the number of students from Provincetown and Truro.

Housing Authority request for letter supporting creation of Housing Courts Statewide

MOTION 215-414: Pilcher moved and Bruinooge seconded to approve a letter of support to be signed by the chair for a creation of Housing Courts Statewide. The motion passed 5-0.

Letter of Support for grant application Lower Cape Community Development Partnership

MOTION 215-415: Wilson moved and Bruinooge seconded to approve the proposed draft of the letter¹ of Support for grant application Lower Cape Community Development Partnership. The motion passed 5-0.

Recess 8:25-8:32 pm

Continued discussion on FY 2017 capital, general fund and enterprise funds budgets

Terkanian provided a status report based on his memos² on changes of the FY2017 proposed operating, capital and enterprise fund budgets. He went over the changes individually. He talked about certified free cash of \$394,000. Terkanian said that the stabilization fund should be higher, and not neglected. Terkanian introduced the possible areas for cuts for discussion purposes only and said that if those changes are implemented the level of services provided by the Town will be significantly compromised. Pilcher said that in order to cope with budget deficits new sources of revenue need to be identified. Wilson stated her concerns about additional costs for snow plowing of private roads. The discussion concluded with no action was taken by the Selectmen.

Discussion on possible increases of town fees

Assistant Town Administrator Brian Carlson went over his memo³ on Town Fees and specifically talked about revenues received in FY15 and proposed possible increases for FY2017 based on department heads proposals. Terkanian added that some of these fees have been treated as local receipts and others as receipts reserved. He said that all fees should be reviewed individually to determine which ones require public hearing before increases are considered. Wilson raised a concern about how shellfish grant fees are charged. Terkanian will check this. Pilcher had questions about the fees charged for recreation programs to local residents. Wilson agreed with Pilcher. Murphy pointed out the impact on the state of the Harbor and its negative impact to local businesses and suggested keeping the fees low until the dredging takes place. Murphy had questions about transfer station fees. Terkanian talked

in details about transfer station fees. Suzanne Grout Thomas suggested a 5-year plan beach fees revision. The next steps are to schedule public hearings and divide the fees in categories in order to implement the increases.

Review of status of preschool voucher program

Pilcher reviewed the status report for the preschool vouchers program. Thomas talked about the success of the voucher program and how a family has moved to Wellfleet because of the voucher program.

2015 Annual Town Report Cover Contest – winner announcement

Terkanian announced the winner of the 2015 Annual Town Report Cover - Celeste Woodes Cooper with her artwork titled “Duck Creek”.

Establish the automobile mileage reimbursement rate for 2016

MOTION 215-416: Bruinooge moved and Murphy seconded to approve the 2016 IRS mileage rate to \$0.54 per mile. The motion passed 5-0.

Mayo Creek Restoration Committee – request for a letter in support of grant application for additional modeling of Mayo Creek

MOTION 215-417: Murphy moved and Wilson seconded to approve the letter⁴ of support of grant application for additional modeling of Mayo Creek. The motion passed 5-0.

Request for approval of tax insert for the Recycling Committee⁵

MOTION 215-418: Houk moved and Murphy seconded to approve the Recycling Committee tax insert. The motion passed 5-0.

Award of contract for On-Call and Emergency Repair Services for the Municipal Water System

MOTION 215-419: Murphy moved and Bruinooge seconded to award the Wellfleet Municipal Water System On-Call and Emergency Repair Services contract to Robert B Our, Co., Inc. The motion passed 5-0.

Town Administrator search planning including possible search committee charge

Terkanian presented the two proposed ads and the TA Search Committee charge and asked the Selectmen for a direction. The Selectmen unanimously agreed on the shorter ad version and the proposed committee charge.

Town Administrator’s Report

Terkanian presented his report⁶ to the Board and added:

- Lt Hurley memo on hiring a Police Officer as a result of change in family circumstances
- Senior Tax Work Off Coordinator – appointment of Bob Nazarian and possible change to the Veteran’s Tax Work Off Policy
- Liquor Licenses closure over the winter.
- Bond Closing on January 14, 2016 as a result of short term borrowing.
- Electric Power Purchasing Agreement. Offer for 11.5 c for the next 20 years.

Future Concerns

- Murphy: Put the Auditor’s Services to bid; Aquaculture – find out from the Shellfish Constable about the maximum amount that will be sustainable by the Harbor; Work on a staggered system for restaurant closures.
- Houk: Asked for the status of MS4 Permits.

- ❑ Wilson: Post a BOS meeting for the Detective Meeting on February 10 in Truro in case more than three selectmen decide to attend.
- ❑ Wilson: Get Town Counsel's opinion on POCCA against Eversource Rights-Of-Way spraying and MDAR litigation.
- ❑ Terkanian: Personnel Manual for review and approval on a future agenda

Correspondence⁷ and Vacancy⁸ Report

Wilson talked about the snow plowing requests and the folder in the BOS office. She suggested that all Selectmen should review the folder for their information and knowledge.

Minutes

MOTION 215-420: Murphy moved and Bruinooge seconded to approve the minutes⁹ of December 15, 2015 with revisions by Wilson. The motion passed 5-0.

Adjournment

MOTION 215-421: Murphy moved and Wilson seconded to adjourn the meeting at 9:41 pm. The motion passed 5-0.

Respectfully submitted,

Michaela Miteva
Executive Assistant

¹ Proposed letter of Support for grant application Lower Cape Community Development Partnership.

² TA memos on proposed FY2017 budget changes

³ ATA Memo on proposed Town Fee Changes

⁴ Proposed letter of support of grant application for additional modeling of Mayo Creek

⁵ Proposed Recycling Committee tax insert

⁶ TA report dated January 8, 2016

⁷ Correspondence Report of January 12, 2016

⁸ Vacancy Report of January 8, 2016

⁹ Draft minutes of December 15, 2015