



**Wellfleet Board of Selectmen
Minutes of February 9, 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

- Pilcher announced his retirement from the Board effective May 2, 2016 due to personal reasons.
- Bruinooge announced that she will not be running for three year re-election, but will run to fill Pilcher's unexpired one-year term.
- Houk announced the Wellfleet Alzheimer's Association Annual Wine Tasting benefit will be on March 7, 5-7 at PB Boulangerie Bistro and encouraged everyone to participate.
- Wilson announced that on Thursday, February 11 HRRC meeting will talk about High Toss Road and invited the public to attend.
- Janet Reinhart announced a vacancy on the Planning Board and encouraged applications.
- Police Chief Ronald Fisette announced the resignation of Officer Joseph Conroy and said that recruitment is in progress and recommendation for appointment will be available for the meeting on February 23, 2016.
- Chief Fisette announced White Ribbon Day will once again be celebrated in March and he will provide a proclamation for approval for next meeting.

Public Hearing(s)

Application from John Connors to renew for ten year period shellfish grant licenses # 853, 853A, 853B and 853C (current grant licensees: John Connors, Fred Richard and Lawrence Franke; *hearing continued from January 26, 2016.*)

MOTION 215-443: Bruinooge moved and Wilson seconded to approve the request of John Connors for shellfish grant licenses # 853, 853A, 853B and 853C (current grant licensees: John Connors, Fred Richard and Lawrence Franke.) The motion passed 5-0.

Amendment of fees of the Recreation Department: continued to February 23, 2016 meeting.

Appointments to a Local Comprehensive Plan Working Group

Assistant Town Administrator Brian Carlson explained the importance of appointing a working group for the update of the Local Comprehensive Plan and added Martha Hevnor and Martha Gordon to the proposed list of committee members.

MOTION 215-444: Bruinooge moved and Murphy seconded to appoint Brian Carlson, Martha Gordon, Martha Hevnor, Suzanne Thomas, Paul Lindberg, Mac Hay, Mary Beth Rodman, Janet Lesniak, Nancy Rea, Jan Morrissey, Elaine McIlroy and Jennifer Wertkin to the Local Comprehensive Plan Working Group. Discussion ensued. Wilson expressed concerns about the even number of people and the fact that there is no representative with strong environmental background and recommended postponing decision until next meeting. Pilcher said that his only concern was the large number of the group, but there is always the possibility that some people will drop off and others can be added if willing to serve. The motion passed 5-0.

Use of Town Property: Wellfleet Gardeners for annual plant sale on Town Hall driveway on May 28
MOTION 215-445: Wilson moved and Murphy seconded to approve the request of Christine Ebert on behalf of Wellfleet Gardeners to hold an annual plant sale on May 28, 2016 from 6 am to 1 pm at Town Hall driveway; \$20 application fee paid; Event fee was waived and no other conditions were attached. Houk suggested offering the area between Preservation Hall and Lighthouse to be taken over by the Wellfleet Gardeners group for maintenance. Wilson added that it would be great to have someone take over maintenance of the beds behind Town Hall. The motion passed 5-0.

Cape Cod Regional Technical High School budget and school building project

Cape Cod Regional Technical High School Superintendent Robert Sanborn handed out a copy of Power Point presentation¹ and proposed FY 2017 Budget. He went over the handouts briefly and then answered Selectmen's questions. Pilcher wanted to know why the enrollment went down by 5%, but the salaries are still going up. Sanborn said that the reason for this is because of technical school student teacher ratio restrictions. Wilson wanted to know what the annual tuition is. Murphy asked about the process for renovating the building and wanted to know how the operations will be maintained during construction. Sanborn said that there will be a Public Hearing on February 25 and invited the public to attend. Houk said that parents should seriously consider Cape Cod Tech as a choice for a great quality education. No action was taken by the Selectmen.

Discussion and adoption of Food Truck Regulations (Second Read)

Wilson had several comments on the proposed Food Truck Regulations². First she went over MGL Chapter 101, Section 3 and suggested adding a provision for requiring a current state license in paragraph #12. Wilson had concerns about the deadline for application. She also suggested having a complete definition by including a mobile cart. Her last comment was about the provision for registered sex offenders and advised checking with Town Counsel to make sure it is not violating State Laws. Murphy had questions about the bidding process and the deadline for permit application. Pilcher talked about differences between restaurants and food trucks. Houk had comments about the requirement for removing trucks overnight. Terkanian said that the Town does not want to allow trucks overnight for liability purposes. Pilcher wanted to know if the Board has the right to waive any of the requirements. Terkanian explained that once the regulations get adopted they are meant to be enforced and did not advise waivers. Bruinooge said that the majority of food trucks in US have to be moved overnight and this should be enforced if the trucks are on Town property. Curt Felix said that there should be distinction between requirements for food trucks on public versus private property. Assistant Town Administrator Carlson said that the food truck regulations are as a result of research of other towns regulations. Wilson wanted to know if the license has to be specific in terms what can be sold and handed her revisions to Carlson for syntax typo corrections. Terkanian said that the food trucks should be regulated on both public and private properties. Pilcher suggested having these regulations reviewed and recommended by the Planning Board. Jan Morrissey said that according to Town Counsel it is under the purview of the Selectmen to regulate food trucks. Janet Reinhart said that the Planning Board will be happy to review the draft and submit comments. Wilson stressed the importance of getting the applications in time. The revised regulations will be back on the agenda for the next meeting. Murro Van Meter suggested having language about the bidding procedure included in the regulations. Murphy said that the Selectmen should agree on a limit of permitted food trucks. The discussion concluded without any action by the Selectmen.

Discussion of Wellfleet Historic Society proposal to place historic photos at various locations

Brad Williams of Wellfleet Historical Society introduced an idea for placing signs with photos at some historic locations representing the locations in the past. He asked for the Selectmen's permission for the

Historical Society to pursue the idea. He said that the process is still in its development stages and will take time, and when it is close to completion the Historical Society will come back for review and approval. Discussion ensued. Pilcher wanted to know who will fund the project. Brad answered that the Historical Society will try to fund it in-house, through CPC funds and would also welcome any support from the Town. Murphy favored the idea and had questions about future maintenance of the signs. Wilson said that this may require ZBA approval and shared Murphy's concerns about maintenance and wanted to know more about the materials to be used. Terkanian made comments about looking into specific proposals before allowing this to go forward, but favored the idea. Pilcher, Houk and Bruinooge also supported the idea but wanted to have more specifics. The discussion concluded when Pilcher directed Williams to come back to the Board with a list of locations and signs for review and consideration.

Discussion of proposal to place high water mark signs at various locations

Terkanian said that this came as a result of an email forwarded by Carlson for historic high water markings. Carlson gave a little more details and said that this will be for educational and historic purposes that came from AmeriCorps. No action was taken on this request.

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

Pilcher said that this will be discussed by the Housing Authority during their meeting on Thursday, February 11. According to Alice Boyd the reuse of program funds for additional affordable housing support is permissible. Terkanian said that there are other possible uses of these funds such as water system connections. No action was taken on this topic.

Approval of the Personnel Manual³

Pilcher had comments on the proposed personnel manual for the section about the performance evaluation. He said that the evaluation form should be signed by both the evaluator and evaluated and recommended having this included. Terkanian advised that the Personnel Board is working on a revision of the language for sick leave and the proposed change will be coming soon. The revised Personnel Manual will be on one of the future meetings agenda for final review and possible approval.

FY 2017 budget and 2016 annual town meeting update

Terkanian said that there are not any substantial changes to the Town Meeting Warrant draft. He briefed the Selectmen on the budget status by referring to his memo⁴ and said that he has been working with the Town Accountant and they have identified \$88,000 from the overly reserved accounts with current surplus of \$260,000. He said that \$88,000 could be pulled for the purposes of FY 2017 budget, but this will be one time tool. As a result the deficit now is \$270,068. He went over the list of articles and capital budget items. Terkanian said that the proposed reserve for wage and salaries adjustment represents 2% increase, which is still \$217,000 over the budget. Pilcher wanted to know more and stressed the importance of the Water System expansion to Briar Lane in order to keep Outer Cape Health Services (OCHS) in town. He wanted to know more about betterments. Terkanian explained the betterments options. Pilcher asked if the project could be funded by combination of betterments and capital borrowing. Terkanian talked about the possible different ratios between general tax obligation and betterments. Pilcher wanted to have the community value of OCHS discussed during the next meeting. Terkanian said that Gary Walker, Owner's Project Manager of OCHS will come to the next meeting. Bruinooge said that the Police Officer and the Economic Development Fund should be an override due to budget deficits. Wilson talked about other sources for economic development such as Lower Cape Community Development Partnership. Wilson said that the betterments are important and talked about the significance of water preservation. Houk wanted to know if there will

be different scenarios for betterment assessments. The discussion concluded with no action taken by the Selectmen.

Town Administrator's Report

Terkanian presented his report⁵ and added:

- Cape Cod Managers group is working on a meeting this spring to explore possible regional solutions for snow removal.

Future Concerns

- Terkanian brought to the attention of the Selectmen the lack of quorum on the Energy Committee and the Board of Health.
- Wilson requested to see all shellfish grant holders names listed when applications to add a new person on the grant are reviewed in the future or when licensees apply for renewal, or an extension to the acreage when more than one person is named to a grant. It was determined that only one application needs to be submitted.

Correspondence⁶ and Vacancy⁷ Report

Minutes

MOTION 215-446: Murphy moved and Wilson seconded to approve the minutes⁸ of January 26, 2016 as amended by Wilson. The motion passed 5-0.

Adjournment

MOTION 215-447: Wilson moved and Murphy seconded to adjourn the public meeting at 9:02 pm. The motion passed 5-0.

Respectfully submitted,

Michaela Miteva
Executive Assistant

¹ PowerPoint handout for Cape Tech FY 2017 Budget Request

² Second Draft of proposed Food Truck Regulations

³ Draft Personnel Manual

⁴ TA memo on FY 2017 Budget and WMWS Expansion to Briar Lane

⁵ TA Report of February 4, 2016

⁶ Correspondence Report of February 9, 2016

⁷ Vacancy Report of February 5, 2016

⁸ Draft minutes of January 26, 2016