

**Wellfleet Board of Selectmen
Minutes of the Meeting of October 10, 2017
Wellfleet Senior Center 7:00 p.m.**

Present: Chair Dennis Murphy, Kathleen Bacon, Jerry Houk, Janet Reinhart, Helen Miranda Wilson; Town Administrator Dan Hoort, Assistant Town Administrator Brian Carlson.

Chair Dennis Murphy called the meeting to order at 7:00 p.m.

Announcements, Open Session and Public Comment

- Houk urged the Fire Chief to offer a class on CPR, which he had previously requested.
- Bacon announced that the Baker's Field Playground will be opened October 16, 2017. She thanked the DPW for their work on the project.
- Chief Ron Fisette discussed safety measures that will be in place for this year's Oyster Fest.
- Shelia Lyon announced that she is the new president of the Wellfleet Forum. She invited everyone to the October 25, 2017 meeting at the COA. The featured topic is the Cape Cod Commission.
- Dick Elkin said the Cape Light Compact Entity anticipates getting a grant for Clean Energy. Their first meeting will be held on October 26, 2017.
- Dan Hoort said absentee ballots for October 24, 2017 are available at Town Hall. Also because of the election that day, the Selectmen need to make a change in their scheduled meeting. There was consensus to meet at the Library on the scheduled date of October 24th.

Chair Dennis Murphy opened the public hearing.

Public Hearings

Dalby Shellfish License

The Board considered a transfer of shellfish licenses #95-31 and #95-32 by Clifford Dalby and Jacob Dalby to Clifford Dalby, Jacob Dalby and Justin Dalby.

MOTION 218-066: Houk moved the transfer of Shellfish Grant Licenses #95-31 and #95-32¹ from Clifford Dalby and Jacob Dalby to Clifford Dalby, Jacob Dalby and Justin Dalby. Reinhart seconded, and the motion carried 5-0.

Underground Fuel Storage License for Cumberland Farms

Jamie Veara, attorney for Cumberland Farms, requested that the hearing for an application for an underground fuel storage license at 2586 State Highway be continued.

MOTION 218-067: Wilson moved to continue the hearing for the application for an underground fuel storage license at Cumberland Farms ,2586 State Highway, to the meeting of October 24, 2017 at the Wellfleet Public Library. Reinhart seconded, and the motion carried 5-0.

The Public Hearing session was closed at 7:12 p.m.

Business***Approval of License Agreement with Tom and Cathy Siggia***

Town Administrator Dan Hoort explained a license agreement between the Town and Tom and Cathy Siggia of 325 Paine Hollow Rd. The agreement offers a short-term solution to an access issue at the Paine Hollow Town Landing. Tom Siggia said they were concerned about liability issues on their property. The Siggias have agreed that people will be allowed to cross their property to get to the Town Landing only for the purposes specified in the agreement. Dan Hoort read the language for some amendments to the agreement. Members of the Board of Selectmen thanked the Siggias for their generosity.

MOTION 218-068: Reinhart moved that the Selectmen approve the two-year license agreement included in the agenda packet with Thomas Siggia and Cathy Siggia² for the property located at 325 Paine Hollow Road, as amended. Bacon seconded, and the motion carried 5-0.

White Crest Beach Parking Lot

Board members and Beach Director Suzanne Grout Thomas discussed beach parking and traffic, including an expansion of the White Crest Beach parking lot. Suzanne Grout Thomas said the Town had approved an engineered plan for the lot, However, the engineer was not at the meeting to review it with the Selectmen. Ms. Thomas said only the parking lot at White Crest has abutting property owned by the Town suitable for expansion. Ms. Thomas discussed design considerations and phasing the construction for the lot.

Of particular concern to the Selectmen was proceeding with an expansion as soon as possible. There was discussion of land swap potential for other beach parking, but Suzanne Thomas said the Seashore has been resistant to land swaps for that purpose. She and the Selectmen discussed possibilities for shuttle services by the Town. Chair Dennis Murphy discussed the cost of beach sand and its use for erosion control. Excavation during the White Crest lot during construction could provide sand for the Town's Cahoon Hollow parking lot, a situation which he also wanted to discuss.

Suzanne Thomas said the report from the coastal geologist on the Cahoon Hollow beach lot would be completed next week. Ms. Thomas will provide the total number of spaces in all the Town's ocean parking lots, excluding the Cahoon Hollow lot since that has yet to be determined. Ms. Thomas said White Crest is the one pay-for-a-day beach that makes enough revenue for the Town to pay for itself. She reviewed the overall costs and revenue of the Beach Department. She said she favored a proposal by Dennis Murphy for a public-private partnership to repair the Cahoon Hollow Beach lot. He suggested leasing the Town lot to the Beachcomber and letting them preserve the lot but keeping Town access to the beach. The Town could still be responsible for drainage control, which Chapter 90 funds would cover. Suzanne Thomas said the Town should proceed with plans for leasing the parking lot at Cahoon Hollow as soon as possible. The Town Administrator said he will contact the Beachcomber about leasing the lot.

At a future meeting, Selectmen would like to discuss an increase in beach fees and shuttle services for the beaches. She said the consultant's report will be ready along with the 5-year

plan for different prices. Suzanne Thomas suggested another topic: Private business using Town beaches for profit

FY 2018 Board of Selectmen Goals

The Selectmen reviewed the Fiscal Year 2018 Board of Selectmen Goals.³ Town Administrator Dan Hoort explained how the list of goals had been developed from suggestions from Selectmen, staff and the public. He fielded questions from Selectmen and Curt Felix on an approach to the list, wastewater issues, innovative septic systems, water quality for Wellfleet Harbor, a review of undersized lots for affordable housing, harbor health, cluster systems for wastewater (particularly in the vicinity of the marina) and a Harbor beautification plan that had been abandoned.

MOTION 218-069: Wilson moved to approve, as presented, the FY2018 Board of Selectmen Goals, which include much appreciated input from the staff. Bacon seconded, and the motion carried 5-0.

FY 2019 Budget / 2018 Annual Town Meeting Schedule

The Board reviewed the Fiscal Year 2019 Budget / 2018 Annual Town Meeting Schedule.⁴

MOTION 218-070: Reinhart moved to approve the FY2019 Budget / 2018 Annual Town Meeting Schedule as printed. Bacon seconded, and the motion carried 5-0.

BOS Review of the Town Administrator

Dan Hoort, the Town Administrator, was due for his first Annual Performance Review. Selectmen will use a performance evaluation form⁵ that covers criteria for Personal/Professional, Board Support/Relations, Financial Management, Personnel Management/Organizational Leadership, Community Leadership/Public Relations, Town Operations and Infrastructure, and Suggested Goals for 2018. Mr. Hoort explained how the process works.

Town Administrator's Report⁶

Town Administrator Dan Hoort had submitted his report on matters of concern from September 23 through October 6, 2017. He answered questions on the map update from the National Seashore, a charging station for electronic vehicles, Oyster Fest planning, applications for the Executive Assistant position, the Economic Vitality Task Force, and Affordable Housing efforts. Janet Reinhart announced that there will be a series of Cape Housing Institute meetings from October 11 to November 15th at Prez Hall. Dan Hoort said his biggest piece of news is that the State has approved the dredging plan permits and they are ready to be signed.

Topics for Future Discussion

Selectmen suggested topics for discussion at future meetings. These included: letters; an Executive Session on the Pleasant Point property; fee increases; the Shellfish Shack and the old COA building at the corner of Lawrence Rd., using the Building Needs Committee's findings and a copy of the deed for Mayo Beach property; inviting Elaine McIlroy of the Housing Authority to a meeting; use of local preference and veteran's preference in hiring; a response to a bicycle rental company's proposal; inviting the Wellfleet Arbor Committee to discuss the

Town Hall lawn project; and inviting Mr. LeBart to discuss the proposed memorial garden on the Prez Hall lot. Dan Hoort said the former COA building is already an agenda topic for the next meeting.

Correspondence⁷ and Vacancy Report⁸

The Board examined the Correspondence and Vacancy Report of October 5, 2017. Wilson said there was a piece of correspondence missing from the Correspondence File list, but it had been an anonymous letter.

Minutes

MOTION 218-071: Wilson moved to approve the minutes of September 26, 2017⁸ as amended. Bacon seconded, and the motion carried 5-0.

Adjournment

MOTION 218-072: Reinhart moved to adjourn. Wilson seconded, and the motion carried 5-0.

The meeting was adjourned at 9:05 p.m.

Respectfully submitted,

Mary Rogers, Secretary

Public Records material of 10/10/17

1. Transfer of Shellfish Grant Licenses #95-31 and #95-32
2. Two-year license agreement with Thomas Siggia and Cathy Siggia
3. Fiscal Year 2018 Board of Selectmen Goals
4. Fiscal Year 2019 Budget / 2018 Annual Town Meeting Schedule
5. Performance Evaluation Form for the Town Administrator
6. Town Administrator's Report dated 10/6/17
7. Correspondence Report of 10/5/17
8. Vacancy Report of 10/5/17
9. Draft BOS minutes of September 26, 2017

(Minutes approved 10/24/17)