



# MEMORANDUM

---

TOWN OF WELFLEET MASSACHUSETTS 02667  
Tel (508) 349-0300 Fax (508) 349-0305  
www.wellfleet-ma.gov

To: Selectboard  
From: Richard J. Waldo, Town Administrator  
Cc: Rebekah Eldridge, Executive Assistant to Town Administrator  
Subject: Department Update Report for the October 18, 2022 Select Board Meeting  
Date: October 11, 2022

---

## Administration

- Departmental Capital Budget requests have been submitted to the Town Administrator for review. We will be meeting with department heads soon to review the request for approval to send to Select Board and Finance Committee.
- The Maurice RFP working group continues to work through the draft bid documents, a scheduled timeline has not been completed but the group will be working on that over the next few weeks.
- Next week the Cape Cod Managers meeting will be held in Nantucket, at the moment I do not plan on attending but may alter current schedule to make myself available to network with other regional managers.
- A letter is being drafted to MassDEP on behalf of our Wastewater Engineer and GHD to perform a Geohydrologic Evaluation and Groundwater Mounding Analysis as part of the Groundwater Discharge Permit application for the proposed discharge of treated wastewater at 95 Lawrence Road. A copy will be circulated to the Board once it officially goes out
- The Principal Clerk position and the Human Resource Director positions have been posted in the Cape Cod Times and the MMA. Interviews for the Principal Clerk will take place the third week of October and the HR Director interviews will be the first and second week of November.
- Quarterly Reports were submitted for the Mass Works Grant, the DLTA Grant, and a new grant was submitted for online permitting software which Nancy Vail and Hillary Lemos dedicated their time to.

## Assessing

- We are working on the final stages of the Tax Rate Recap. We will have a FY2023 tax rate within days. A tax bill will issue within 2 weeks of that, due 30 days after the mailing.
- Boat excise tax for the summer of 2022 will issue November 1, due December 30, 2022.
- We have 2 FY2022 Appellate Tax Board hearings scheduled for November 2 and November 9. These are appeals of FY2022 abatement application denials.

## Building

- Review Building Permit Applications, Issue Permits, Issue Certificates of Occupancy, Issue Certificates of Completion, Annual Inspections, Issue Certificate of Inspections, building site inspections, Respond to Complaints, Office Hours 8:00 – 10:30 a.m., (or by appointment) to address Building Code and Zoning questions with applicants and the public.
- Responding to written complaint letter concerning 70 Main Street, regarding (7) alleged Town of Wellfleet Zoning Bylaw Violations from an abutter to 70 Main Street property.
- Approved all tent permits for Oyster Fest. Will conduct inspection in conjunction with Fire Department of all tents permitted prior to Oyster Fest.

## Community Services

### Council on Aging

- The Adult Community Center will offer ukulele lessons for all levels, beginning in November at no charge. The instructor is Mary Abt, a local musician and teacher of music at Truro Central School and Provincetown Schools. Please call for information.
- Open Enrollment opens on November 1 and runs for six weeks. Everyone on Medicare who does not currently have Part D or is not happy with their present Part D can call for an appointment and receive assistance finding a new or different plan. Please call for an appointment.
- The Community Gardeners have stepped up to help with the overgrown and neglected gardens around the Adult Community Center. Wayne Clough is leading the charge and will be submitting a CPC grant application for continued maintenance.

### Beach Program

- I attended the Barnstable County REPC working group on communications and technology on October 13th.
- The CCNS asked for the specs on our cast aluminum Lifeguard stands and may be investing in them for their beaches.

### Social and Human Services

- The Voucher program schools are now sending in monthly bills which should improve their cash flow challenges
- The Grant agencies have all been sent their signed contracts and are returning them so that they can begin to submit quarterly reports and billing

## Harbormaster

- Oysterfest: We are currently preparing for a big weekend parking vehicles and vessels for the weekend's festivities. It is an all-hands-on deck weekend as the grand finale to our season. We have a few volunteers who were gracious enough to sign up and help us with the weekend's events.

- Marina Operations: As of October 15th, the Marina is in off season mode, and we will be switching over to our Monday through Friday operations schedule on the 17th of October. Currently all Vessels are due out of the water by the 15th of October, which year after year we are having trouble with a minority of Non-Commercial vessels not being taken out by then. This slows down the disassembly of the Marina tremendously, delaying our work on the docks much closer to wintertime which poses many more hazards to us. Commercial vessels have an area in the water and on the hard top where they can safely continue to conduct their business, which has been working out very well for the Commercial Fisherman and the Marina.
- Stranding assistance: IFAW and NECWA have had a big presence lately around Wellfleet Harbor. We have been assisting them with Marine Wildlife rescues quite regularly, not only with Dolphins, but this is the major stranding period for Ocean Sunfish, which if you have come across then you know can get quite large. As well as Common Dolphins and even a Risso's Dolphin.

### Health/Conservation

- We are continuing to distribute covid antigen test kits to residents and employees of local businesses. Our final shipment of antigen tests arrived the State. We will continue to distribute tests until we run out. In the previous month we have had 1 positive test identified on our online reporting tool and 17 identified in the state reporting database (PCR Only).
- The BOH is holding a Public Meeting on draft Regulations pertaining to changes to the subsurface sewage disposal section and the Targeted Watershed Management Plan on Wednesday November 9, 2022. It will be a hybrid meeting available on zoom or in person at the Adult Community Center at 5:30 pm. Notification will go out in the tax bill. We are also accepting comments at any upcoming BOH meeting, the next of which is October 12, 2022 at 5:30. All BOH meetings are posted on the town calendar on the web site.
- Cyanobacteria growth rates in the ponds were all at acceptable levels this week and we are continuing to monitor them through mid-November. Duck Pond showed a sharp increase this week and we will be keeping a close eye on it. After I completed these bullets, we were alerted to a scum ring of cyanobacteria around Duck Pond and more particles in the water column. We have since issued a Public Health Advisory and will continue to monitor the situation. An emergency Alert went out on the Civic Plus system.
- We completed two Letters of Intent to Barnstable County for ARPA funding. We submitted one for the medium project range with the Towns of Eastham, Truro, and Provincetown to bolster our Navigator programming to include, a Crisis Physician, an RN, and a CNA, to increase health and wellness screenings and to work with a facilitator to evaluate existing programming in Libraries, Community Centers, and Recreation Departments with the hopes of decreasing isolation and loneliness. The other submission was for Maurice's Campground to complete a hydrogeologic assessment for wastewater and to conduct a facilitated discussion on housing options.
- We reviewed all of the OysterFest food service application and issued temporary food service permits which will be distributed this weekend following an inspection of the food booths.

## Fire

- Our two newest full-time employees Firefighter/EMT Ernie Cox and Firefighter/EMT James Stergis are almost halfway through their two (2) week new employee orientation and show great professionalism and promise already. We are excited to assign them to permanent group positions and continue their training in the future.
- Conditional employment offers have been made to two (2) candidates for the last two current open full-time positions that we have. In addition, for the first time in several years we have an application from an individual to join us as an on-call member EMT. All three individuals are in process of pre-employment physicals, background checks, etc.
- With the very competent assistance of our Assistant Town Administrator and the approval of the Selectboard the contract for services to refurbish our 2005 Seagrave, 75' Aerial/1500 GPM pump Quint has been forwarded to Greenwood Emergency Vehicles. I anticipate we will be receiving a timeframe for the completion of this much anticipated project with the understanding that it will take several months before we receive the truck back.
- I am pleased to report that at this point we have been able to fully fill the two (2) day Fire/EMS Oysterfest detail with sufficient fire and EMS responders. This is significant given our current staff shortages and I am very grateful for my Department staff for stepping up to assist with this important function.

## Library

- We have a Lego club for first and second graders. It meets on Thursday afternoons and it is great fun. There are so many children in attendance! We actually moved the event from the children's room to the meeting room. We are looking forward to future meetings. Thank you to the Friends of the Library for sponsoring this amazing program.
- The Wellfleet Gardeners are meeting at the library again after a long hiatus. Their programs are excellent and open to the public. The next one is on Wednesday, October 19th where the guest speaker is John Forti. I believe this one is going to be special!
- I finished my annual reports to the Massachusetts Board of Library Commissioners. I was not surprised to learn that usage of electronic material has risen in the past year. I will highlight some here. Did you know, with your Wellfleet Library Card you could:
  - read the Cape Cod Times online?
  - read the New York Times online?
- Go to [Wellfleetlibrary.org](http://Wellfleetlibrary.org) and you will see the links directly on our homepage!

## Police

- On Tuesday October 4th members of the department (Officer Matthew McGue, Officer Sarah Chase and Dispatcher Selina Austin) participated in the Wellfleet Elementary School's annual 5th grade bike ride. This has been a tradition for nearly 25 years between the department and gym teacher Ms. Sue Deschamps, who is retiring at the end of the year. We all wish Ms. Deschamps a healthy retirement and hope that the tradition continues for years to come.
- The department assisted with the 22nd Annual "Shuck and Run" 5K Road Race that was held Columbus Day weekend. The event was coordinated between Recreation Director Becky Rosenberg and Lieutenant Kevin LaRocco. As always, we appreciate the

community's patience and support during the road closures to accommodate the runners and keep them safe for the event.

- The department has completed the hiring process to fill the two positions approved at the 2022 Annual Town Meeting. The department welcome's aboard Tyler Legare and Brandon Todd, who will be heading to the police academy this winter. I would like to thank the hiring committee (Lieutenant LaRocco, Sergeant Turner, Officer Braun and Detective Daley), who went through an exhaustive process trying to select qualified candidates in a very small applicant pool.

### Public Works

- DPW Administration
  - a. We continue to move along the Chequessett Neck River Bridge construction contract.
  - b. OPR meeting with Environmental Partners is scheduled for Thursday October 13th.
  - c. Assisting various departments with their Capital planning
- Facilities/Grounds
  - a. Roof replacement at front portico structure at the Library is complete
  - b. Assisting SPAT with set up of Oysterfest
  - c. Beginning to secure buildings for the upcoming winter season
- Highway
  - a. Repainted crosswalks throughout Town
  - b. Developing priority list for center line striping on various Town roads to be conducted in the Fall and Spring
- Transfer Station
  - a. Assisted the CoastSweep cleanup at Mayo Beach on Columbus Day weekend by providing a roll off container
  - b. Created a new informational board to inform citizens on what they can and cannot recycle

### Recreation

- Rec Soccer practices games have begun, and Wellfleet has boys' and girls' teams competing in intertown play in grades 3-6.
- The Recreation Oysterfest kick off activities brought the community together over the long weekend for a trifecta of events combined with beautiful fall weather that were well received by all. The block party with the Pan Neubean Steel band and local food trucks was well attended and popular, Sunday's The Shuck and Run 5K had 50 spirited runners and the pickleball round robin 22 participants. It was wonderful to bring the community together for this Fall celebration.
- Well Attended Adult pickleball round robins continue four days/week at the Mayo Beach Courts, as well as two weekly pickleball clinics which fill to capacity each session. The newly renovated courts have been very well received by the public.
- The Baker's Field Pavilion was successfully used for a wedding rehearsal dinner as the Department hopes to expand usage by the public to generate revenue for the Town.

- Extensive planning is underway for use of the Elementary School as a community center after school and on weekends by offering classes in pickleball, jewelry making and Friday night activities for teens.

### Shellfish Department

- Now, both our seasonal shellfish deputies have gone, and it's back to Nancy, Johnny Clam and Chris. Our AmeriCorps member Henry Torpey starts this week, and we welcome the additional set of hands and another opportunity to mentor a young person.
- By the end of September, more than 1,000 recreational shellfishing permits had been sold – a first since Nancy Civetta joined the Shellfish Department.
- We distributed more than 60,000 oysters from our propagation bed and split them between Chipman's Cove and a commercial shellfishing area. (Now that all of South Wellfleet is open to recreational shellfishing, we don't need to focus all of our efforts on the Indian Neck recreational-only shellfishing area.)
- We began breaking down our spat collecting devices from Chipman's Cove and a few from our propagation bed (grant). We estimate that so far, from about 20 stacks of hats, we have harvested between 35,000-40,000 oyster seed, which we have put into grow bags on our grant. We have about 50 stacks to go. So far, two shellfish farmers donated some of their hat oyster seed to the department, for which we are extremely grateful.
- In one week's time, Deputy Shellfish Constable Chris Manulla had to tow a tourist's car off the Indian Neck area inside the breakwater, and a group of shellfishermen towed out another tourist from Powers Landing. Assistant Shellfish Constable Johnny Clam arrived to assist just as they got them out. On the weekends now, we have only one person on, and he was walking the recreational area which was full of harvesters, so missed the initial call. We are working with the DPW to get bright yellow signs made for Powers and Indian Neck that say "No vehicles on beach per Town regulations. \$200 fine." The DPW will also make bright yellow signs saying simply "No Dogs" for the two beaches in town (Indian Neck and Mayo to Powers) where dogs are prohibited year-round. We have been getting a lot of complaints from shellfishermen and beach-goers.
- We got bad news about our trucks. We brought the 2016 truck to the DPW because it started making awful sounds, and they checked it out and said they can't let us drive it anymore, the frame is about to break. The 2018 truck started to have trouble with the four-wheel drive, and the DPW got it to Chatham Ford for repairs. Unfortunately, the repair bill would be \$10,000, which, of course, we have not budgeted. This leaves us with one truck to cover patrol and handle our busy nursery and grant schedule. We were just finally able to order a new truck to replace the 2016 truck, but delivery is not for three-five months. We will work with the DPW and the Town Administrator to determine next steps for a truck replacement solution in the near-term.
- Our grant oversight responsibilities are requiring lots of time. We now only have one grant inspection and one grant re-inspection left, we are preparing paperwork and a step-by-step guide for grant holders to use when they get a grant extensions (given new state regulations), we are tracking minimum productivity issues, and we are working with the state to ensure all grant holders are up to date on their paperwork.

- In 2022, we again partnered with the Massachusetts Oyster Project on a restaurant shell recycling program. This year 37,841 lbs. of oyster and quahog shells were diverted from going to a landfill. Instead, once these shells are appropriately aged, they will be used to support new generations of native oysters in Wellfleet waters through our cultching program. That means cleaner water, enhanced biodiversity and increased economic and recreational harvest opportunities.
- We are inspecting the oysters going to the Wellfleet OysterFest this weekend. We are so excited for this event's return!

#### Town Clerk

- After STM & STE, General and zoning Bylaws were submitted to the Attorney General's office on October 7th. The AG's office has 90 days to review, and we should expect a response on or before January 4, 2022.
- If there are no deficiencies in our submittal there is a 14 day posting requirement. It is always a possibility that the AG's office requesting more time to review. In that case they will notify the Town Clerk and Town Counsel.
- The Town Clerk's page of our Tax recap ( page 4) is complete and submitted to the Division of local services as well as the DA-82. Certified copies of the votes and other forms will be sent to Bond Counsel to facilitate borrowing for those appropriations that passed at STM and STE.
- We have received the Nov 8 ballots from the State, and have begun mailing out ballots to all voters that have requested them. There will be 12 days of in person early voting in my office starting Saturday October 22nd and will run through November 4th, but no Sundays will be included.