



# MEMORANDUM

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To: Selectboard  
From: Richard J. Waldo, Town Administrator  
Cc: Rebekah Eldridge, Executive Assistant to Town Administrator  
Subject: Department Update Report for the November 1, 2022 Select Board Meeting  
Date: October 25, 2022

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## Administration

- Bids for the engineering and permit applications for the Clean Sand Dredging will be opened on November 30th. Awards are expected to be issued in mid-late December.
- On October 21st the 95 Lawrence Comprehensive 40B permit was officially issued.
- Interviews are scheduled for the Principal Clerk position the week of 11/1.
- JM Goldson, our consultant who is updating our Housing Production Plan came to Wellfleet on 10/27 to tour the Town and conducted forums to engage the community in what our housing needs look like in the next 5 years. If you haven't already, please take the survey: <https://www.surveymonkey.com/r/WellfleetHPP>
- The real estate and personal property bill files have been sent to the printer.
- The issue date is 11/1/22 due date is 12/1/22. We will be collecting over \$20 Million dollars between now and May 1st, 2023.
- The fiscal 2023 boat excise tax bills (based on summer of 2022) are being issued November 1st, 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.
- Coordinating with Health Department on violations at 177 Peace Valley Road and 49 Chequessett Neck Road.

## Community Services

### Council on Aging / Adult Community Center

- Ukelele lessons: beginning in November, we will offer free weekly ukulele lessons for beginners and more experienced players. If you have a ukulele gathering dust, please consider joining us. Fun Fact: ukulele is NOT pronounced “you-ka-lay-lee” but “oo-ka-lay=lee”. Call the Center to sign up
- Open Enrollment Season: If you are on Medicare you probably could benefit from a Part D addition that covers your particular needs for medications and also covers some of the gaps between what the medical folks charge and what Medicare will pay. The dates you can do that are from now through December 7th. The Center has two SHINE counselors seeing people every Wednesday. SHINE is under the Barnstable County Health Department and stands for Serving Health Insurance Needs of Everyone. Call for information and an appointment to see if you can save money and or get better coverage.

### Beach Program

- I will attend the Cape Cod Beach Managers Fall meeting in Chatham on Tuesday, October 25th. This group has been meeting since the late 80’s and we share problems and solutions. There is an annual report put together that compares the sticker costs and revenues from each Town that is very useful during budget time.

### Social and Human Services

- There are 17 three and four year olds currently attending Pre-school who have qualified for the Wellfleet Voucher program. Provincetown, Truro and Eastham have expanded their program to include infants and toddlers in daycare. I will be presenting a request for funding for the same expansion in Wellfleet as an article at the ATM.

### Harbormaster

- Oysterfest: We got together for another year and managed parking spots for the weekend event. A special thank you to Richard Goldberg, Bob Mallory, Rob Leary, and Will Barrio for volunteering their time to help out the Marina with what happened to be our largest year yet taking in over \$22,000.
- Marina Season: As usual the Marina has closed for its seasonal operations on October 15th. As we prepare to take docks out and “winterize” our assets we have a tremendous amount of vessels still in the water “in violation” slowing down our staff’s production.
- Shoaling at breakwater: We have Bids for the engineering and permit applications for the Clean Sand Dredging will be opened on November 30th. Awards are expected to be issued in mid-late December.

### Health/Conservation

- We are continuing to distribute covid antigen test kits to residents and employees of local businesses. We will continue to distribute tests until we run out. In the previous month we have had 0 positive test identified on our online reporting tool and 5 identified in the state reporting database (PCR Only). The County is currently in the medium risk category.
- 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. All BOH meetings are posted on the town calendar on the web site.

- We have held two flu/covid vaccination clinics. One at the Adult Community Center and one at WES. We notified all staff of the vaccination opportunities and will hold two additional regional clinics on Thursday October 10 at the Community Center from 3:30-5:30 and on November 17 at WES from 3:30-5:15. Both of these clinics are open to residents and families. There will be flu vaccine and covid booster vaccine available at these clinics for children. Pre-registration is required for both.
- To register for Wellfleet: <https://home.color.com/vaccine/register/vnacc?calendar=8bf425ed-1a36-4890-9d14-58510f9ce819>
- To register for Truro: <https://home.color.com/vaccine/register/vnacc?calendar=42045cf7-d1f8-4e08-8768-131dc9537891>
- Cyanobacteria growth rates in the ponds were all at acceptable levels this week and we are continuing to monitor them through mid-November. The advisory at Duck Pond has been removed and the public notified. This past week we also observed the presence of cyanobacteria in Gull Pond however it was not at enough of a concentration to warrant an advisory. We are continuing to work very closely with NPS DPH and APCC to gain concurrence on when posting should be done.
- We conducted inspections at OysterFest on Saturday and Sunday for all of the food service establishments.
- Teen programming is beginning in November at Preservation Hall every Thursday from 4-5. November will be art classes; December will be Cooking classes and January will be music classes. This is open to all teens and facilitated by professionals in the fields. Registration is required but there is no commitment to a single class or a series.
- To register: <https://forms.gle/39zVsE7mUcr933iZ9>
- Health, Building, Fire and Police are actively pursuing two housing matters one with the AG's office and town counsel.
- Put together an informational letter and resources for food service establishments to gain compliance with frequently violated regulations. This letter/resource list will be sent out with 2023 business licenses.
- We applied for and were awarded the Community Compact Best Practices Grant to evaluate regional conservation efforts with the Towns of Eastham, Truro, and Provincetown utilizing the Urban Harbors Institute as our lead consultant.
- Met with members of the NRAB and GUPACA to discuss pond management and draft BOH regulations.

## Fire

- We are currently working on our first draft of the Department Annual Operating Budget for FY-2024. Our extremely capable Administrative Assistant Theresa Townsend has been instrumental in this effort.
- We continue to request our Staffing for Adequate Fire and Emergency Response (SAFER) funding grant requests, and again, thanks to Theresa she has been able to secure over \$100,000.00 in funding from the Federal Emergency Management Agency (FEMA) over the last six (6) months. This money is returned to the Town's General Fund.
- We are coordinating the schedule with Greenwood Emergency Vehicles for the refurbishment of Ladder 93.
- We are working with the family of Chief Warren Dyer (retired) for his Celebration of Life ceremony. Chief Dyer was a great leader of this Department and community and his passing his heartfelt throughout our community.

## Library

- Exciting news! Beginning Sunday, November 6th, the library will be open again for off-season Sunday hours. We are thrilled to welcome people back to the library on Sunday afternoons from 2-5 through the end of May. We look forward to the festive atmosphere of having our wonderful community back in the library on Sundays.
- The Library is now offering FREE yoga! Join us on Thursday mornings from 10:30-11:30 for Ahimsa Peaceful Yoga - perfect for beginners and seniors. This will continue for six sessions, beginning November 3rd. Check our website for exact dates.
- Back by popular demand : The Pleasures of the Script. A Community Playreading Group. No acting experience is necessary! The play is Glengarry Glen Ross by David Mamet. The group meets Wednesday November 2nd and 9th at 4:00 PM. What fun!
- I finished my financial report to the Massachusetts Board of Library Commissioners that allows us to be eligible for State Aid. We qualify because 19.5% of our operating budget is designated for materials, we are open a certain number of hours, and we circulate our materials to other libraries in the Commonwealth.

## Police

- The Police Department helped organize, coordinate, and implement a successful 2-day Oyster Festival event through all the hard work of Lieutenant LaRocco and his team. The cooperation between town departments, SPAT and the community lead to a safe event enjoyed by approximately 7,000 participants a day. The department would also like to recognize partner law enforcement agencies who assisted and supported our team during the weekend festival; Massachusetts State Police EK-9 dogs for explosive detection, Eastham Police Department, Provincetown Police Department, Brewster Police Department, Barnstable Police Department, Mashpee Police Department, and the Barnstable County Sheriff's Office.
- The Chief received a letter from a resident who wanted to thank Officer Mark Braun and Officer Sarah Chase for their support during a mental health wellness check. **"The Police**

**determined that I should go to the hospital for treatment and I received very kind words from your officers reassuring me that this was the best outcome”.** During these challenging times within our community, it was great to hear from a resident who was able to get help and support from the mental health system.

- The Nauset District Police Departments continue to work with our school principals, staff, and students through the support of Superintendent Brooke Clenchy’s office on security and prevention. The district and the department’s will continue with training, reevaluating safety protocols and open communication with all our school committees. The group is working on a parent workshop to be held district wide sometime this winter to address school safety and response concerns.

### Public Works

- DPW Administration
  - a. Budget season – preparing FY 24 capital and operating budget
  - b. Fielding various calls for drainage around Town with the heavy rains. The crew has been doing a great job keeping up with it
  - c. We’ve received 3 applications so far for the Heavy Truck Driver/Mechanical Assistant position.
  - d. We continue to move along projects (Herring River Restoration, MassDOT Rt 6/Main intersection project, Pavement Preservation Project, Kellers Corner Stormwater Improvements, Powers Landing Stormwater Improvements and Lt. Island Road resurfacing/drainage improvements)
  - e. Reaching out to consultants to identify further grant funding for Briar Lane and Ryder Ct culvert replacement
- Facilities/Grounds
  - a. We’ve assessed and revised our custodial cleaning schedules to make the best of staff time when cleaning buildings
  - b. Fall cleanups around Town including the cemetery
  - c. Electric vehicle charging station unit upgrades have been delivered, awaiting confirmation for installation
- Highway
  - a. Contacted K5 corporation to conduct line striping, awaiting confirmation of dates
  - b. Assisting various departments, such as the Harbor with float removal, etc.
  - c. Started to haul material from the pit to the transfer station
  - d. We are 90% ready for upcoming snow season, beginning to engage our private contractors
- Transfer Station
  - a. Attended a webinar on MSW disposal and mattress disposal hosted by MassDEP and various communities

### Recreation

- The Rec Soccer Season is winding down with the last games being played the week of November 7. All five teams have had great seasons and improved their skills thanks to many dedicated volunteer coaches. Many thanks to the following volunteer coaches: Henri Vaitkevicius, Murrow Van Meter, Justin and Melissa Lynch, Myya Beck, Thor Baum,

Andy O'Dell, Laura Baghetti and Luke Manning for guiding the teams with patience and skill.

- The Annual Halloween Parade will be live for the first time in three years and is being held this Saturday 10/29 at 2:00 PM starting at Preservation Hall and ending at the Baker's Field Playground.
- After school and weekend activities and classes for all ages at Wellfleet Elementary School and other locations around Town will begin in November as part of the "Community Center Without Walls" initiative coming to fruition. All listings will be posted on the Town website.
- The Department submitted a Community Preservation Grant for a pavilion/awning for the bandstand at the end of the Town pier. Successful granting of this project will enable enhanced usage by the rec dept and the community.
- 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.

#### Shellfish Department

- There have been more boats harvesting daily than intertidal harvesters of late.
- The Shellfish Department has been working with the Town Administrator, the Building Commissioner and the DPW Director to determine the viability of using the old shellfish office at Mayo Beach as a workspace and storage area. We have been reviewing historical documents and made a site visit to evaluate the current condition of the building. We are doubtful of including repair work on our FY24 CIP, yet continuing to explore potential uses of the building – or another option – that could also solve the Shellfish Department's problem of having no real work space or inside storage area.
- The department oversaw the delivery of oysters to a dealer on the pier for the Wellfleet OysterFest. We conducted inspections and sent the paperwork to the Mass. Division of Marine Fisheries (MADMF). Johnny Clam held an educational talk and tour of our propagation bed for a hardy group of oyster enthusiasts on a pouring rain Saturday morning as part of SPAT's month-long OysterFest activities, and Nancy produced the OysterFest's premier event, the Shuck Off, as a volunteer both Saturday and Sunday of the 'Fest. The department also let the commercial shellfishing community know that SPAT offered free admission to the Wellfleet OysterFest for shellfishermen, farmers, employees and their families. The OysterFest delivered about three tons of recycled shellfish shells to the transfer station, where they will overwinter to be used in our cultching program next spring.
- Our 2022-2023 AmeriCorps member, Henry Torpey, began serving with the department, and is working with Johnny on our propagation bed, helping break down our hats full of oyster seed and assembling gear.
- We have been doing follow up grant inspections for two sets of grant holders who received Orders of Condition from the Selectboard as part of their minimum productivity public hearings. We are communicating (or trying to communicate!) with a dozen grant holders

who are on our minimum productivity watch list. We have issued six letters of forfeiture to grant holders, two for voluntary forfeiture and four for nonpayment of grant fees.

- We have been planning for and organizing the lottery of five available grants, as well as working on advertising and scheduling of two grant renewals and a grant extension request. We have had many meetings with individual grant holders on a diversity of topics.
- We reviewed new regulation language with a Shellfish Advisory Board member and a former Selectboard member before it gets presented at Shellfish Advisory Board next month.
- We sent out a certified mail to a homeowner who has blocked a deeded Town public access to the Herring River. We will keep Administration apprised during this process of restoring the access for the public.
- We have been working with the MADMF to ensure water quality and the contaminated quahogs from the relay pass testing in order to open all of Chipman's Cove this Sunday, October 30. We continue to collect oyster samples for MADMF for their study to understand background vibrio levels in oysters. The vibrio control plan expired on October 19, and now ice is no longer required for oyster harvest.
- We have been responding to complaints both on land and on the water, requiring boat rides and site visits. We continue to stop tourists from taking shellfish without permits and to have educational talks with recreational shellfishermen about taking shellfish seed. We are marking their permits with an "S" so that we are all aware when we inspect recs whom has already had seed confiscated and been given "the talk."
- Nancy worked with the Town Clerk and Town Counsel to fulfill grant holder file public records inspection requests.

#### Town Clerk

- The AG's office returned decisions for our June 11th, 2022 ATM By law amendments. Article 36 was approved and will be official after a two week.
- Posting requirement. Article 42 is on 299 hold until all posting requirements are met and there are no objections.
- In person early voting has begun and will continue until November 4<sup>th</sup> (Including Saturday October 29).
- Preparing items for the new calendar year, such as the Annual Street Census and Dog licenses.
- Prepping for the November 8 election, which includes ballot testing, staff scheduling & training.