



# 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 March 7, 2023 Select Board Meeting  
Date: March 1, 2023

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## Administration

- Administrative staff continue to work through the draft Town Warrant, finalizing the budget, and engaging in collective bargaining sessions. The Selectboard has set a tentative date for Town Meeting for Saturday April 29, 2023.
- The Town has selected a lessee to operate Maurice's Campground for the next 3-years with the ability to extend another 3 years.
- The Division of Local Services have submitted the financial management report to the Selectboard and Administration. They also provide a detailed presentation to the board on February 28, 2023.
- The Towns Auditors (Powers and Sullivan) will be presenting the FY21 Audit to the Selectboard on March 21, 2023.

## Building

- No Update

## Community Services

- No Update

## Harbormaster

- Fuel tanks: The fuel tank project has begun. The contractor is setting up on location, bringing in equipment, setting up fencing and will be removing the old tanks to make way for the new one. We are going to sell tickets to the main event, Bleacher seats only, proceeds will go directly to the enterprise fund.
- Slip Waiting list: We will be making a few people happy this year! We made a list, and we are checking it twice! we are calling through the slip waiting list with a few slips to give out to those who have been waiting patiently on our list.
- 2023 Boating season: And this should make everyone else happy... The 2023 Marina invoices are coming to an inbox near you. We are finalizing the software update for the upcoming season, and the invoices should be sent out before the next round of updates. This will include a fee increase of 7% over last season.

## Health/Conservation

- No Update (Vacation)

### Human Resources

- Recruitment & New Hire processing – Developing a process which includes interview questions relative to position, reference checks and onboarding process
- Working with Cameron and Christine on transition of HR functions
  - Learning administration & processing for MTRS, BRC and Mission Square programs
  - Benefits administration – Attended CCMHG medical insurance meeting which included insurance rate renewals for July; will be working on employee communication for 4/1/23 open enrollment.
- Identifying HR related processes, required communications, legal postings & communications, and reporting requirements.
- Participating/learning contract negotiations

### Fire

- We received the resignation of Paramedic Ted Anger for personal reasons.
- Last week we interviewed a candidate for employment who is in the final stages of his paramedic class and works for a busy ambulance service in the Metro Boston area. This individual is very familiar with our community and did excellent through the interview process and has been given a conditional job offer. We are now performing his background checks and scheduling a pre-employment physical.
- EMT Brendan Cutting is enrolled at the Massachusetts Fire Academy, Bridgewater campus to attend the full-time recruit class (10 week program) to earn his Firefighter I/II training and certification.
- The Chief and Deputy Chief attended a meeting with the three outer Cape Town Managers/Administrator and fire chiefs to discuss the decision that Lower Cape Ambulance will cease to exist as of June 30. This meeting included ambulance and paramedic coverage for the three outer Cape towns in the near future, busy summer season, etc.
- We have formulated a draft employee agreement between the Town and Deputy Chief Cappello. It has been forwarded to the Human Resources Director and Assistant Town Administrator.
- We have had our first negotiations meeting between the Town Administration and the Wellfleet Permanent Firefighters Association (I.A.F.F. Local 4342) in hopes of putting together a new collective bargaining agreement for July, 1.
- The Fire Chief will be attending the three (3) day Annual Professional Development Conference and Training Seminar of the Massachusetts Fire Chiefs Association in Worcester 2/28 to 3/2.

## Library

- We partnered with the Health Department for a Covid vaccine clinic on 2/16. It was very successful. We are also hosting a series of health events (e.g., blood pressure checks, health screenings, nutrition info) on Thursday mornings from 10:30-12:30, with nurses from Barnstable County/Cape Cod Cooperative Extension. This begins on March 9th. We are very excited about this partnership, as we have many patrons that pass through the library and we believe they will benefit from such a program. We hope to repeat it in the future during a time when people who work will be able to attend (evening or weekend). We thank the Health Department for partnering with us for these important programs.
- For Women's History Month, we are holding a screening of A Moment in Her Story: Stories from the Boston Women's Movement of the 1970's. We screened this last spring and it was very well attended. We expect that it will attract a large audience again - people from all over the Cape participated in/are interested in these stories. The screening will take place on Sunday, March 12th at 3:00 PM.
- We are partnering with Independence House to sponsor an International White Ribbon Day program on March 7th. This day invites men and boys to be part of the solution to end violence against women and all forms of gender-based violence. Please join us to promote a program that helps foster healthy relationships and communities. We will be joined by Dr. Joseph Gordon, Emergency Management Director of the Barnstable County Sheriff's Office, and Scott MacDonald, Chief of Police of the Orleans Police Department. This event is Tuesday, March 7th from 6-7:30 PM.
- Reminder: Our new catalog is LIVE now. If you are having trouble logging into your account, please call the library at 508-349-0310. We will be happy to help you!
- Our next Art Show features pieces by Nauset Regional High School students. It is an annual exhibit that is always excellent - these students create the most astounding art. The reception for this event is Friday, March 10th, from 5-6:30. It's always a beautiful event and I highly recommend attending.

## Police

- This week the Wellfleet Police Department continued our 2023 Citizen's Police Academy, which is being held at the PD on Tuesday evenings. The group is learning all aspects of the day-to-day operations of the Wellfleet Police Department.
- Sergeant Paul Clark begins his second session of training in all grades at Wellfleet Elementary School on Stranger Danger, to reinforce what children should do if they encounter a stranger.
- Officers completed Bola Wrap Training, which empowers public safety with innovative training and tools to take individuals safely into custody without having to use force as well as reducing the risk of injury.
- Winter is still here - if anyone knows someone in need of a warm winter coat, we still have a limited number of cold weather kits at the PD. These were distributed by the Massachusetts Military Support foundation.
- Officer Matthew McGue is in the planning process for our second annual Touch a Truck event, that will be held at the Wellfleet Cinemas on May 7, 2023.

## Public Works

- No Update (Vacation)

## Recreation

- Requests for use of the Baker's Field Pavilion by the public has increased and the Department has been working with applicants to facilitate use of this upgraded Town resource. A proposal is currently being compiled for BOS consideration to create a separate application for use of the pavilion which would streamline the process for both the applicant and Town Departments.
- A very successful recreation basketball season will culminate in a Billingsgate 3 x 3 tournament, a Wellfleet Recreation tradition which has been on hold for the past three years due to covid restriction. The tournament will consist of teams from grade 3- adult level. There is much enthusiasm for the return of this popular event from the basketball community of the Outer Cape.
- Adult beginner pickleball clinics will resume at the Wellfleet Elementary School in March. An Adult round robin pickleball session for intermediate level and above is held on Sunday mornings from 9:30-11:30 at Wellfleet Elementary School.
- The Popular After school activities: Futsal, wiffleball, crafts and teen game nights are continuing at Wellfleet Elementary School.
- Planning is underway for the annual Easter Egg Hunt at Uncle Tim's Bridge which will take place on Saturday April 8 at 11:00.
- Open gym basketball for high school- adult ages continues at the Elementary School gym, this popular program has over 25 attendees per week.
- Extensive planning is underway for the Summer Recreation Programs for 2023, and Spring softball and T-ball.

## Shellfish Department

- Nancy went on vacation the beginning of February.
- John attended B.O.S meeting on February 7th
- John went on vacation on February 11th.
- Cheryl continues to process reports and fees and permits for shellfish grants.
- Chris attended the SAB meeting on February 13 and Cons Comm meeting on Wednesday February 15th.
- Water testing was done in Herring River with the State and is being set up for first week in March for the opening of Herring River.
- Leases were updated by Anna.

- Facebook blasts reminding Grant Holders to submit Annual reports, grant fees, and required commercial permits was posted.
- Majority of fishing has been in Chipman's cove with majority being Commercial shellfishermen. Recreational activity majority is on weekend.
- We have been monitoring our shellfish in our pits and watching farmers actions with the warmer weather. Some farmers are bringing product back to their farms. We decided to bring racks back to our grant and started the process of taking oyster seed out of our storage pit.
- Continue to work with Curt Felix and S.A.B with Mitigation proposal.
- No violations from any Commercial or Recreational fishermen.
- We brought racks back to our grant and started the process of taking oyster seed out of our storage pit.