

WEDNESDAY
FEBRUARY 19TH
2014

2:30 p.m.

Timothy Smith Room

- ## 5.0 Executive Session: Contract Negotiation Strategy, Litigation

2:30 p.m.

This meeting maybe video and/or voice recorded and broadcast over Local Access Channel 18 and through the Town website at www.eastham-ma.gov.

1.0 a
COA Transportation/
ADC

DATE: February 19, 2014
TO: Board of Selectmen
FROM: Nan Balmer, Assistant Town Administrator
RE: COA Fees – Transportation and Day Center

Sandy Szedlak asks you approve the attached COA fees for:

1. Medical Appointment Roundtrip Transportation
2. Adult Day Center Fees

These fees are already in place but were never presented to the Board.

Thank you.



EASTHAM COUNCIL ON AGING

Box 1203 North Eastham, Massachusetts 02651 508.255.6164
www.eastham-ma.gov

Medical Appointment Roundtrip Transportation from Eastham

ECO A Client Fees*

Eastham/ Brewster Line/ Orleans/ Wellfleet	\$ 5.00
Brewster/ Chatham/ Harwich	\$ 8.00
Dennis/ Hyannis/ Provincetown/ Truro/ Yarmouth	\$ 10.00
Centerville/ Mashpee	\$ 15.00
Bourne/ Sandwich	\$ 25.00
Falmouth/ Plymouth/ Wareham	\$ 35.00

*The client pays the same fee if an ECOA Driver or RSVP volunteer driver provides the roundtrip transportation.



The Gathering Place

Co-located with the Eastham Senior Center
1405 Nauset Road, P.O. Box 1203, North Eastham, MA 02651
Phone: 508.255.6734 Fax: 508.240.1706
E-mail: LCADC@comcast.net
www.ccGatheringPlace.com

SLIDING FEE SCALE

Yearly Income 1 person family	Yearly Income 2 person family	Daily Fee*
\$ 11,490 - \$ 15,282	\$ 15,510 - \$ 20,628	\$ 35.00
\$ 15,283 - \$ 17,235	\$ 20,629 - \$ 23,265	\$ 39.00
\$ 17,236 - \$ 22,980	\$ 23,266 - \$ 31,020	\$ 43.00
\$ 22,981 - higher	\$ 31,021 – higher	\$ 45.00

Note: Elder Services of Cape Cod and Islands (ESCCI) determines client tuition assistance eligibility based on a client's diagnosis, home life, and annual income (using Federal Poverty guidelines). If ESCCI concludes a client is eligible for tuition assistance the agency pays a rate of \$35.00 per day/client.

*Daily fee includes full breakfast, full lunch, all activity materials and programming.

2013 POVERTY GUIDELINES

ALL STATES (EXCEPT ALASKA AND HAWAII) AND D.C.

ANNUAL GUIDELINES

FAMILY SIZE	PERCENT OF POVERTY GUIDELINE								
	100%	120%	133%	135%	150%	175%	185%	200%	250%
1	11,490.00	13,788.00	15,281.70	15,511.50	17,235.00	20,107.50	21,256.50	22,980.00	28,725.00
2	15,510.00	18,612.00	20,628.30	20,938.50	23,265.00	27,142.50	28,693.50	31,020.00	38,775.00
3	19,530.00	23,436.00	25,974.90	26,365.50	29,295.00	34,177.50	36,130.50	39,060.00	48,825.00
4	23,550.00	28,260.00	31,321.50	31,792.50	35,325.00	41,212.50	43,567.50	47,100.00	58,875.00
5	27,570.00	33,084.00	36,668.10	37,219.50	41,355.00	48,247.50	51,004.50	55,140.00	68,925.00
6	31,590.00	37,908.00	42,014.70	42,646.50	47,385.00	55,282.50	58,441.50	63,180.00	78,975.00
7	35,610.00	42,732.00	47,361.30	48,073.50	53,415.00	62,317.50	65,878.50	71,220.00	89,025.00
8	39,630.00	47,556.00	52,707.90	53,500.50	59,445.00	69,352.50	73,315.50	79,260.00	99,075.00

For family units of more than 8 members, add \$4,020 for each additional member.

MONTHLY GUIDELINES

FAMILY SIZE	PERCENT OF POVERTY GUIDELINE								
	100%	120%	133%	135%	150%	175%	185%	200%	250%
1	957.50	1,149.00	1,273.48	1,292.63	1,436.25	1,675.63	1,771.38	1,915.00	2,393.75
2	1,292.50	1,551.00	1,719.03	1,744.88	1,938.75	2,261.88	2,391.13	2,585.00	3,231.25
3	1,627.50	1,953.00	2,164.58	2,197.13	2,441.25	2,848.13	3,010.88	3,255.00	4,068.75
4	1,962.50	2,355.00	2,610.13	2,649.38	2,943.75	3,434.38	3,630.63	3,925.00	4,906.25
5	2,297.50	2,757.00	3,055.68	3,101.63	3,446.25	4,020.63	4,250.38	4,595.00	5,743.75
6	2,632.50	3,159.00	3,501.23	3,553.88	3,948.75	4,606.88	4,870.13	5,265.00	6,581.25
7	2,967.50	3,561.00	3,946.78	4,006.13	4,451.25	5,193.13	5,489.88	5,935.00	7,418.75
8	3,302.50	3,963.00	4,392.33	4,458.38	4,953.75	5,779.38	6,109.63	6,605.00	8,256.25

Produced by: CMCS/CAHPG/DEEO

2013 Dual Eligible Standards

	Qualified Medicare Beneficiary (QMB)		Specified Low-Income Medicare Beneficiary (SLMB)		Qualifying Individuals (QI)		Qualified Disabled Working Individuals (QDWI)	
	Single	Couple	Single	Couple	Single	Couple	Single	Couple
Income:								
All (Except AK & HI)	978	1,313	1,169	1,571	1,313	1,765	3,915	5,255
Alaska	1,216	1,635	1,455	1,958	1,635	2,201	4,869	6,545
Hawaii	1,123	1,508	1,343	1,805	1,509	2,029	4,495	6,035
Resources:	\$7,080	\$10,620	\$7,080	\$10,620	\$7,080	\$10,620	\$4,000	\$6,000

MEMORANDUM

I.D.B.
Building Dept

TO: Board of Selectmen

FROM: Thomas Wingard
Inspector of Buildings

DATE: February 19, 2014

I am requesting a revision of the present fee schedule approved on April 6, 2011 for the purposes of end user clarity and inclusiveness of all activities permitted. Upon approval, fee increases should be effective immediately.

Building:

If you compare the April 6, 2011 schedule to the request, you will see

- clarity between new construction and existing alteration
- newly developed Express Permit
- Fee for anything not covered is specified

Plumbing/Gas:

- clarity - permit fee and individual fixtures for both Residential and Commercial
- slight increase

Electrical:

- clarity - set fees as opposed to per inspection
- slight increase

Further questions can be directed to me at the meeting.

Thank you,


Thomas Wingard
Inspector of Buildings

TOWN OF EASTHAM

PROPOSED

BUILDING DEPARTMENT FEE SCHEDULE

(Approved _____ 2014 effective _____ 2014)

Failure to obtain a permit prior to construction will double the permit fee.

RESIDENTIAL

\$25.00 Building Permit Application Review Fee

\$50.00 Minimum Building Permit fee, except where stated.

\$150.00 Minimum permit fee for additions

\$.65 per square foot per floor for New Construction (includes foundation)

\$.55 per square foot per floor for Existing Structure Alteration

\$50.00 per item on Express Permit (i.e. Demolition, Wood Stove, Replace Windows, Re-side, Re-roof, etc).

\$25.00 Trench Permit

1% of Construction Cost for Solar Panel Installation, Mechanical Permits and Sheet Metal Permits

Miscellaneous: *1% of Construction Cost for any work not covered by above fee schedule*

Sign Permits: **\$ 50.00** Permanent Sign - Residential
\$100.00 Permanent Sign - Commercial

Replacement Building Permit Sign Off Card is \$25.00

Re-inspection and Extra Inspection Fee - All Departments is \$60.00

COMMERCIAL

(Permits are issued on a per unit basis)

\$.75 per square foot of floor area for Building Permit

(This fee will include all structures not falling within the one and two family use category and their accompanying non-commercial structures).

PLUMBING AND GAS

Residential 1 & 2 Family on a per Unit basis.

Plumbing Fee per New Dwelling Unit or Alterations: **\$80.00 permit plus \$10.00 per fixture**

Replacement of Single Fixture/Appliance/Gas Tank: **\$60.00**

Commercial on a per Unit basis - \$120.00 permit plus \$15.00 per fixture

ELECTRIC

\$180.00 for New Dwellings

\$100.00 for Solar System/Generators/Alarm Systems

\$60.00 for Temporary Service/Service/Underground/Rough Wiring/Final Wiring

\$70.00 per inspection for Commercial Projects

Saturday, Sunday, Holiday, Fire Emergency, Etc. - \$100.00 per Inspection in ALL DEPARTMENTS

Building Permit Renewal Policy is to allow the extension of a Building Permit for a fee equal to 10% of the total original fee. Only one (1) six (6) month extension will be permitted.

TOWN OF EASTHAM
Building Department Fee Schedule
(Approved April 6, 2011 effective May 1, 2011)

EXISTING

BUILDING FEES

Failure to obtain a permit prior to construction will double the permit fee.

RESIDENTIAL

\$.65 per square foot for Living Space on any floor.

\$.35 per square foot for Decks and Swimming Pools, Storage Space, etc.

\$50.00 Minimum permit fee for fences and sheds.

\$100.00 per bay for Garage (additional fee for Storage or Habitable Space Above)

\$150.00 Minimum permit fee for additions

*Demolition Permit **\$50.00***

*Wood Stove Permit **\$50.00***

*Permanent Sign - Residential **\$ 50.00***

*Permanent Sign - Commercial **\$100.00***

COMMERCIAL

\$.75 per square foot of floor area for Building Permit and 1% of total job cost for Wiring, Plumbing and Gas Permits

(This fee will include all structures not falling within the one and two family use category and their accompanying non-commercial structures).

Minimum Building Permit Fee is \$50.00
Replacement Building Permit Sign Off Card is \$25.00
Re-inspection Fee - All Departments is \$50.00

PLUMBING

Plumbing Fee per New Dwelling Unit:

1 to 10 fixtures per unit **\$150.00**

Each Additional Fixture **\$ 10.00**

Plumbing Fee for Additions/Alterations:

\$40.00 per Inspection

\$10.00 per Fixture

(ex: Renovation with 6 fixtures = \$140.00 fee for permit)

(ex: Hot Water Heater = \$50.00)

GAS

\$40.00 for Permit

\$10.00 per Fixture

(ex: 1 fixture = \$50.00, 2 fixtures = \$60.00)

ELECTRIC

Additions
\$50.00 per Inspection
\$50.00 for Temporary Service
\$50.00 for Service

New Dwellings
(New Dwelling with Temp = \$200.00)

Saturday, Sunday, Holiday, Fire Emergency, Etc. - \$100.00 per Inspection in ALL DEPARTMENTS

Building Permit Renewal Policy is to allow the extension of a Building Permit for a fee equal to 10% of the total original fee. Only one (1) six (6) month extension will be permitted.

**BUILDING INSPECTIONS
REVENUE/EXPENSE**

BUILDING DEPARTMENT FEES - EXISITING - FY 13 REPORT		FY2013		PRICE PER
REVENUES				
	Building Permits	93,420.00		Sq.Ft.
	Habitable			0.65
	Uninhabitable			0.35
	Commercial			0.65
	Wood Stove/Pellet			50
	Sign-Residential			50
	Sign -Commercial	700.00		100
	Gas Permits	19,293.00		varies
	Plumbing Permits	26,540.00		varies
	Electrical Permits	38,850.00		varies
	Reinspections	1,600.00		50
	Inspection Certificates	1,920.00		varies
	Mechanical Permits	100.00		50
	Trench Permits			50
	Sheet Metal Permit	1,000.00		50
	Solar Panel Permit			150
TOTAL REVENUES		183,423.00		
EXPENSES		FY13	FY14	PROJECTED FY15
	Direct Salaries F/T	126,902.00	130,675.00	130,676.00
	Direct Salaries P/T	75,130.00	77,733.00	77,733.00
	Benefits (34.2%)	43,400.48	44,690.85	44,691.19
	Benefits (11.2%)	8,414.56	8,706.10	8,706.10
	Other Expenses (from Budget)	3,049.00	3,049.00	3,049.00
	Administrative Support Services	31,442.64	33,141.94	33,804.77
TOTAL EXPENSES		288,338.69	297,995.88	298,660.06
	REVENUE TOTAL	183,423.00	198,849.00	198,849.00
	EXPENSE TOTAL	288,338.69	297,995.88	298,660.06
	NET SURPLUS/DEFICIT	(104,915.69)	(99,146.88)	(99,811.06)
	* GROSS ADMIN OVERHEAD	1,676,941.00	1,767,570.00	1,802,921.00
	TOTAL EMPLOYEES	160	160	160
	OVERHEAD SHARE PER EMPLOYEES	10,480.88	11,047.31	11,268.26
	#OF DEPT EMPLOYEES	3	3	3
	OPERATIONS COST	288,338.69	297,995.88	298,660.06

FEE COMPARISON BY TOWN

TOWN	B P APP REVIEW FEE	RES. STRUCTURE		EXPRESS PERMIT	ELECTRICAL			PLUMBING			
		New	Existing		NEW	EXISTING	SERVICE	BASE	+ FIX	BASE +	FIX
BREWSTER	\$ 25.00	.55	.25 + \$25	\$ -	\$ 150.00	\$100.00	\$100.00	\$150.00	\$ 10.00	\$150.00	\$ 10.00
CHATHAM	\$ -	.90	.90	\$ -	\$ 50.00 per ins	\$ 50.00 per ins	\$ 50.00 per ins	\$ 35.00	\$ 12.00	\$ 35.00	\$ 12.00
ORLEANS	\$ 50.00	.54	.42	\$40 - \$50	\$ 220.00	\$135.00	\$ 50.00	\$ 60.00	\$ 8.00	\$ 60.00	\$ 8.00
EASTHAM Existing	\$ -	.65	.35	\$ -	\$ 150.00	\$ 50.00 per ins	\$ 50.00	\$150.00	\$ 10.00	\$ 40.00	\$ 10.00
Proposed	\$ (25.00)	.65	.55	\$50 min	\$(180.00)	\$(60.00) per ins	\$(60.00) per ins	\$(80.00)	\$(10.00)	\$(80.00)	\$(10.00)
WELLFLEET	\$ -	.55	.45	\$50 +1% con. cost	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 10.00	\$ 60.00	\$ 10.00
TRURO	\$ -	.65	.50	\$ 50.00	\$ 150.00	\$ 75.00	\$ 50.00	\$ 40.00	\$ 10.00	\$ 40.00	\$ 10.00

8/19/14

Town of Eastham

Department of Public Works
555 Old Orchard Road
Eastham, MA. 02642



508 240-5973
Fax 508 240-6687

1.0 c
Transfer Station

To: Board of Selectmen

From: Neil Andres, Superintendent DPW

Date: February 10, 2014

RE: Transfer Station fees

Financial Impact of Increased landfill Operation and Environmental Costs on Future Budgets

Tip fee will go up by \$22.50, from \$37.50 to \$60.00 effective January 1, 2015, there are other increased costs due to the Landfill / 1, 4-Dioxane problem, \$165,884.00 of these are included in the Transfer Station budget. Transfer Station costs are expected to increase in FY 15 over \$479,678.00 spent in FY 14, creating a budget increase over FY 14 of \$155,387.28 in FY 15 and \$28,000.00 in FY 16 excluding other water related Landfill environmental costs that are impacting the town as a result of 1,4 Dioxane.

Fee-Setting

The Board may wish to set higher Transfer Station Fees, considering the increased costs of the landfill operation and the fees set by surrounding towns. The goal would be to increase fees high enough to significantly defray the increased costs without causing unintended consequences such as decreased volume and illegal dumping.

If the fee is set at \$120 and \$10 entry fee, effective 1/1/15, \$90,450.00 will be available in increased revenue in FY 15 to offset the increased costs.

If the fee is set at \$130, and \$10 entry fee, effective 1/1/15, \$126,630.00 will be available in increased revenue in FY 15 to offset the increased costs.

The following are the proposed Transfer Station fees for other towns that have not adopted Pay As You Throw programs

Town	Current	FY15	increase	% Increase
Orleans	\$85	\$95	\$10	12%
Chatham	\$110	\$120	\$10	9%
Harwich	\$120	\$135-145	\$20	17%
Dennis	\$125/\$115 mail	\$132/125 mail	\$7	6%
Yarmouth	\$110	\$150	\$50	36%
Barnstable	\$140	\$160	\$20	14%

The Board is asked to recommend a new fee schedule for the Transfer Station to cover increased costs and a date the fee will be charged.

**TRANSFER STATION
REVENUE/EXPENSE**

	FY13	#SOLD	PRICE PER	PROPOSED	PROJECTED W/INCREASE
				INCREASE	
Residential Stickers	343,710.00	3618	95	25	90,450.00
2nd Sticker	35,280.00	1176	30		-
3rd Sticker	2,660.00	28	95		
Landfill Entry Fee	31,760.00	3176	10		-
Landfill Gate Fees	92,609.00		various		-
Landfill Haulers	31,021.00	365 tons	85 per ton		-
Commercial	800.00	8	100		
Replacement	1,090.00	218	5		
Recycling Program	48,406.00				-
					-
	587,336.00				677,786.00
	FY13	FY14	PROJECTED FY15		
Direct Salaries F/T	213,500.00	199,157.00	197,852.00		
Direct Salaries P/T	8,320.00	22,938.00	22,132.00		
Benefits (34.2%) of \$153,907 in FY14	50,357.00	52,636.19	51,163.61		
\$149,601.20 in FY15					
Benefits (11.2%)	931.84	2,569.06	2,478.78		
Other Expenses (from Budget)	301,833.00	302,833.00	463,332.00		
Administrative Support Services	36,683.08	38,665.59	39,438.91		
Fuel Usage	4,000.00	4,200.00	4,200.00		
Capital	17,250.00	14,000.00			
	632,874.92	636,998.84	780,597.30		
REVENUE TOTAL	587,336.00	587,336.00	677,786.00		
EXPENSE TOTAL	632,874.92	636,998.84	780,597.30		
NET SURPLUS/DEFICIT	(45,538.92)	(49,662.84)	(102,811.30)		
GROSS ADMIN OVERHEAD	1,676,941.00	1,767,570.00	1,802,921.00		
TOTAL EMPLOYEES	160	160	160		
OVERHEAD SHARE PER EMPLOYEES	10,480.88	11,047.31	11,268.26		
#OF DEPT EMPLOYEES	3.5	3.5	3.5		
OPERATIONS COST	632,874.92	636,998.84	780,597.30		
ANNUAL TONS PROCESSED	2900	2900	2900		
COST PER TON	\$218.23	\$219.65	\$269.17		

**TRANSFER STATION
REVENUE/EXPENSE**

	FY13	#SOLD	PRICE PER	PROPOSED INCREASE	PROJECTED W/INCREASE
Residential Stickers	343,710.00	3618	95	35	126,630.00
2nd Sticker	35,280.00	1176	30		-
3rd Sticker	2,660.00	28	95		
Landfill Entry Fee	31,760.00	3176	10		-
Landfill Gate Fees	92,609.00		various		-
Landfill Haulers	31,021.00	365 tons	85 per ton		-
Commercial	800.00	8	100		
Replacement	1,090.00	218	5		
Recycling Program	48,406.00				-
					-
	587,336.00				713,966.00
	FY13	FY14	PROJECTED FY15		
Direct Salaries F/T	213,500.00	199,157.00	197,852.00		
Direct Salaries P/T	8,320.00	22,938.00	22,132.00		
Benefits (34.2%) of \$153,907 in FY14	50,357.00	52,636.19	51,163.61		
\$149,601.20 in FY15					
Benefits (11.2%)	931.84	2,569.06	2,478.78		
Other Expenses (from Budget)	301,833.00	302,833.00	463,332.00		
Administrative Support Services	36,683.08	38,665.59	39,438.91		
Fuel Usage	4,000.00	4,200.00	4,200.00		
Capital	17,250.00	14,000.00			
	632,874.92	636,998.84	780,597.30		
REVENUE TOTAL	587,336.00	587,336.00	713,966.00		
EXPENSE TOTAL	632,874.92	636,998.84	780,597.30		
NET SURPLUS/DEFICIT	(45,538.92)	(49,662.84)	(66,631.30)		
GROSS ADMIN OVERHEAD	1,676,941.00	1,767,570.00	1,802,921.00		
TOTAL EMPLOYEES	160	160	160		
OVERHEAD SHARE PER EMPLOYEES	10,480.88	11,047.31	11,268.26		
#OF DEPT EMPLOYEES	3.5	3.5	3.5		
OPERATIONS COST	632,874.92	636,998.84	780,597.30		
ANNUAL TONS PROCESSED	2900	2900	2900		
COST PER TON	\$218.23	\$219.65	\$269.17		

Department of Public Works
555 Old Orchard Road
Eastham, MA. 02642

Town of Eastham



508 240-5973
Fax 508 240-6687

1.0d Rock Harbor Dockage
Wait List

To: Nan Balmer, Assistant Town Administrator

From: Neil Andres, Superintendent DPW
Michael O'Connor, Harbormaster

Date: February 11, 2014

RE: Wait Lists changes and fees

Currently, the Town maintains wait list for slips at Rock Harbor (inside, outside, stick docks). There are no wait lists for moorings or shellfish grants. This year we request that the following be adopted:

Revision to Rock Harbor Waiting list Procedure: Currently, when a slip becomes available, the top person on the list is given an option for the slip. If the top person passes, they go to the bottom of the list and the next person is contacted. We request that the process be changed to allow a person to pass and stay at the top of the list. As long as a person renews annually, they may stay at the top of the list indefinitely.

Establishment of a waiting list for Shellfish Grants;

1. There shall be two waiting lists for shellfish grants, Nauset Marsh/Town Cove and Boat Meadow.
2. A person shall be domiciled in Eastham or Orleans to have their name on the list.
3. There shall be a one-time fee of \$25 to place a name on the list.
4. Open grants shall be offered to the top person on the list who may pass and remain on the top of the list indefinitely.
5. Persons on the existing informal waiting list maintained by the Shellfish Constable DATED 11 Feb 14 (attached) shall have 30 days from the adoption of this revised procedure to pay the \$25 fee to be on the official wait list. The informal wait list is now closed.
6. Additional names shall be placed on the official wait list in order of application to the Department of Natural Resources during normal business hours of 8 A.M. to 4 P.M., Monday – Friday.

Mooring Wait list – No wait list or fee changes are proposed

Town of Eastham
Rock Harbor Waiting List
OUTSIDE SLIPS

Position No.	Name	Date of Application	Position No.	Name	Date of Application
1	Gunther Klink	Prior to '98	47	Ernest Largey	03/29/2011
2	Daniel Schwebach	Prior to '98	48	Penny Levin	10/06/2011
3	Donald Chad	02/23/1999	49	Clayton Leopold	08/27/2012
4	Roger Dumas	05/03/1998	50	James J. Jestude	01/02/2013
5	John Norton	07/11/1998	51	Timothy O'Neill	03/28/2013
6	Philip Schwartz	10/02/1998			
7	Laurie Blake	05/17/1999			
8	Robert N. Bentley	06/06/1999			
9	Michael J. Quinn	06/18/1999			
10	Kenneth G. Sydow	07/02/1999			
11	Ron Shaw	07/06/1999			
12	Bruce Bartolini	07/09/1999			
13	Eric Bengyfield	09/02/1999			
14	Michael Milofsky	05/31/2000			
15	Robert Rappaport	06/10/2000			
16	Dana Erikson	03/01/2001			
17	Richie Adams	05/04/2001			
18	Mark Murzyn	06/02/2001			
19	Joseph Magardino	04/29/2002			
20	John Largey	07/15/2002			
21	William Wallace	11/12/2002			
22	Eric LeClaire	03/03/2003			
23	Michael Conn	03/19/2003			
24	Peter Czajkowski	06/16/2003			
25	Craig Torrie	06/23/2003			
26	Michael N. Gates	09/05/2003			
27	Loughlin C. Cleary	01/01/2004			
28	Rod Funston	03/08/2004			
29	Ryan Donovan	09/02/2004			
30	Lee Donovan	09/02/2004			
31	Peter McDermott	11/04/2004			
32	Anthony Schoener	04/01/2005			
33	Tony Chapman	07/08/2004			
34	Robert K. Schnitzer	11/03/2006			
35	Phillip Koch	01/08/2007			
36	Paul Caruso	07/18/2007			
37	Laura Pedlow	08/01/2007			
38	Bob Foley	02/06/2008			
39	Meade Reynolds	08/20/2008			
40	David Longfritz	03/31/2009			
41	Patrick Thibadeau	05/30/2009			
42	Rick June	07/30/2009			
43	Christopher Baumann	08/29/2009			
44	Robert Shortsleeve	08/29/2009			
45	John Vincent, Jr.	07/16/2010			
46	Bridget Lucey	03/17/2011			

Date Posted: June 26, 2013

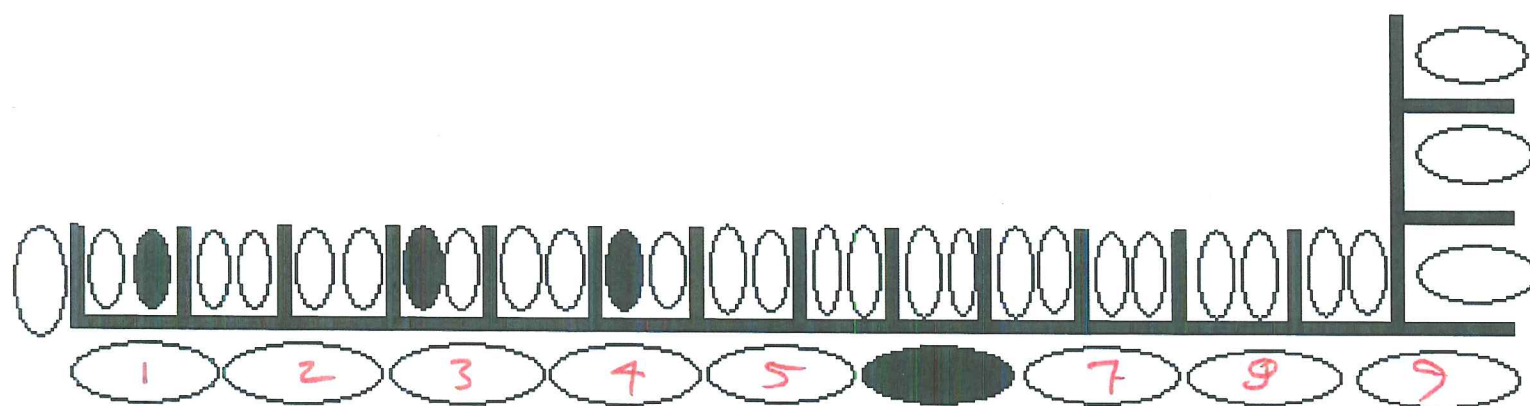
Town of Eastham
Rock Harbor Waiting List
INSIDE SLIPS

Position No.	Name	Date of Application	Position No.	Name	Date of Application
1	Donald Chad	02/23/1999	41	Brendan Lee	06/25/2007
2	Kenneth G. Sydow	07/02/1999	42	Jim Sisterson	07/03/2007
3	Kyle L. Sydow	07/06/1999	43	Peter McDermott	07/11/2007
4	Stephen Chad	07/06/1999	44	Kathryn Caruso	07/18/2007
5	Bruce Bartolini	07/09/1999	45	Joseph M. Pedlow	08/01/2007
6	Victor Stilwell	07/12/1999	46	John Shaw	03/03/2008
7	Thomas Pfund	02/11/1999	47	Joe Duggan	07/18/2008
8	Dennis O'Hara	07/27/1999	48	Meade Reynolds	08/20/2008
9	Robert Bentley	08/06/1999	49	Vicki Harrington	10/06/2008
10	Robert Weibel	05/03/2000	50	Douglas Byrd	07/02/2009
11	John Pagano	06/01/2000	51	Heather Tarter	08/25/2009
12	Virginia Mulpeter	06/05/2000	52	Patrick Mulpeter	05/26/2010
13	D. J. Scholl	08/12/2000	53	John Vincent	07/16/2010
14	Sandra Bayne	09/11/2000	54	Glen Feldmann	08/07/2010
15	Peter McDonald	01/22/2001	55	Wesley Denery	01/19/2011
16	John Clark Jr.	02/15/2001	56	Tania Largey	03/29/2011
17	Mark Abbott	05/26/2001	57	Laura Largey	03/29/2011
18	David Willey	07/07/2001	58	Theresa Ivester	06/29/2011
19	Curtis A. Montgomery	08/24/2001	59	Christopher Tapscott	07/07/2011
20	Mark Murzyn	02/21/2001	60	Alfred A. Buchetto	10/11/2011
21	John Jamroga	03/07/2002	61	Jaden Quinn	01/06/2012
22	Joseph Magardino	04/29/2002	62	Linda Beall	04/02/2012
23	John Largey	07/15/2002	63	Dennis Rork	05/24/2012
24	Frank Smith	08/20/2002	64	James J. Jestude	01/02/2013
25	William Harrison	08/27/2002	65	David D. Davidson	01/24/2013
26	Eric LeClair	03/12/2003			
27	Jerome Salmestrelli	06/02/2003			
28	Cheryl Lamb	08/06/2003			
29	Clinton H. Gates	09/05/2003			
30	Loughlin C. Cleary	01/01/2004			
31	Patric Brophy	06/07/2004			
32	Tony Chapman	07/08/2004			
33	Bob Mouchantat	07/12/2004			
34	John Hansen	07/05/2005			
35	Steve Pivacheck	09/12/2005			
36	Mark Price	05/30/2006			
	Elizabeth Van				
37	Ryswood	08/22/2006			
38	Steven Kononchik	01/02/2007			
39	Jay Davis	02/01/2007			
40	David Johnson	05/14/2007			

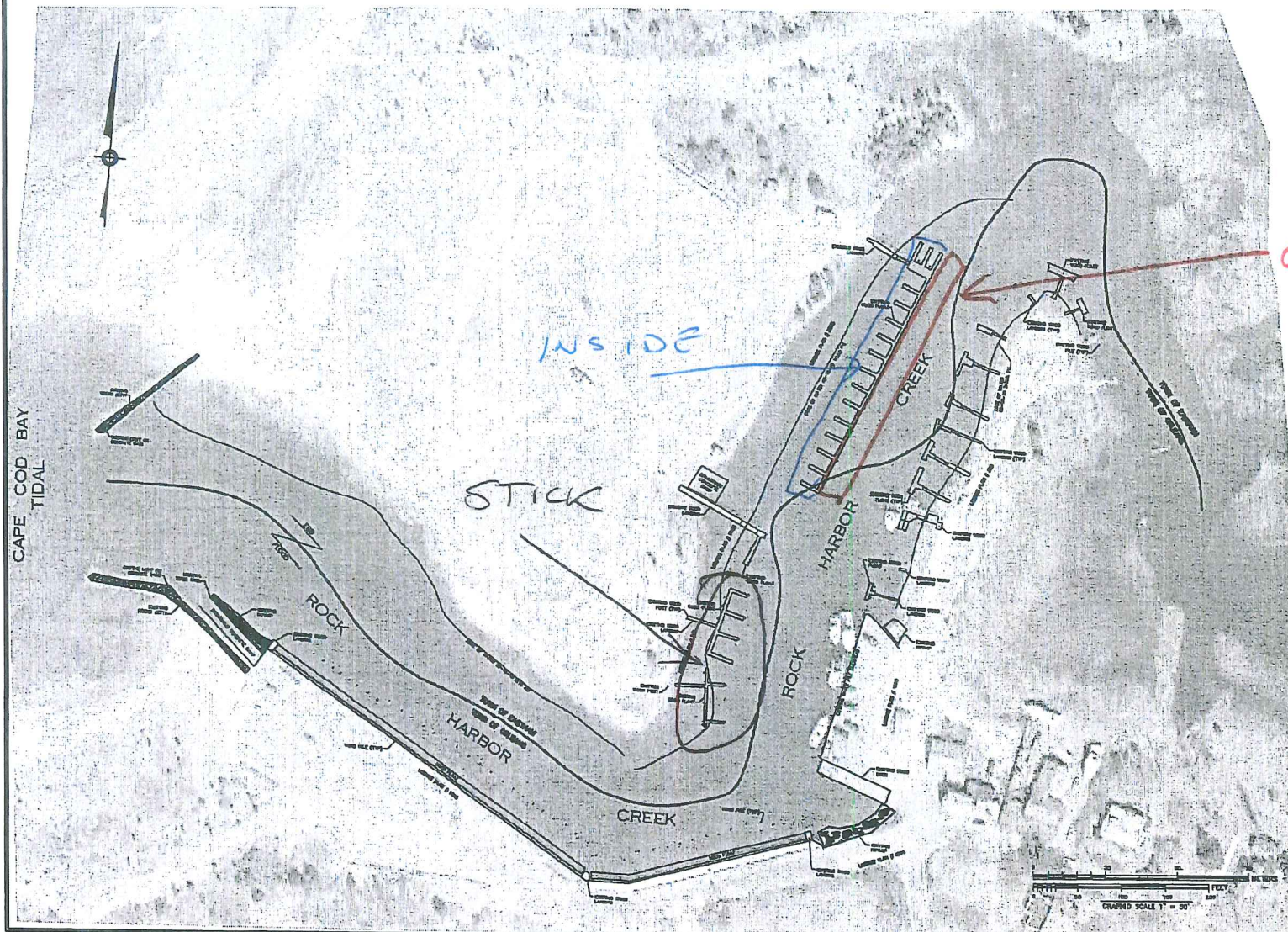
Date Posted: June 26, 2013

Town of Eastham
Rock Harbor Waiting List
STICK DOCKS

Position No.	Name
1.	John Newman
2.	Donald Connelly
3.	Robert Schnitzer
4.	Douglas Edmunds
5.	Henry Rank
6.	Peter McDermott
7.	Ernest Largey
8.	Glen Feldmann
9.	Jonah Turner
10.	Timothy O'Neil



1-9 - OUTSIDE
REST - INSIDE



NOTE: Aerial photography data provided by Office of Geographic Information (MassGIS), Commonwealth of Massachusetts Information Technology Division, photo date Spring 2000.

THIS MAPING IS MADE FOR THE PARTY NAMED HEREON, HIS OR HER MORTGAGEE AND GUARANTY, EXCLUSIVELY. NO FURTHER LIABILITY IS ASSUMED.

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REVISIONS

DATE	DESCRIPTION	INT.

EXISTING CONDITIONS PLAN

ROCK HARBOR

EASTHAM - ORLEANS

PREPARED FOR

CLE ENGINEERING

BENNETT ENGINEERING

UNDESIGNED, UNIMPROVED, UNDEVELOPED, UNOCCUPIED

NO. 2010-207 TEL: 508-800-4600 FAX: 508-800-4607

DRAWN BY: JEP DATE: 10/10/2006

CHECK BY: JEP SCALE: 1" = 50'

JOB # 1448 SHEET NO. 1 OF 1

Department of Public Works
555 Old Orchard Road
Eastham, MA. 02642

Town of Eastham



508 240-5973
Fax 508 240-6687

1.0 e
Rock Harbor
Transient
Dock Fee

To: Nan Balmer, Assistant Town Administrator

From: Neil Andres, Superintendent DPW
Michael O'Connor, Harbormaster

Date: February 11, 2014

RE: Rock Harbor Transient Dockage Fee

The current fee for transient dockage at Rock Harbor is \$55 per night. Since we raised the fee the transient docks are empty most of the time. Our recommendation is to lower the fee to \$25 per night. At that rate the slips should fill and net revenue should increase.

1.0f
DYER PRINCE
EXPLANATION: CULVERT REPAIR

Nan Balmer

From: Neil Andres [nandres@eastham-ma.gov]
Sent: Wednesday, February 12, 2014 1:30 PM
To: Sheila Vanderhoef
Cc: Nan Balmer
Subject: FW: NHESP 14-32928: Dyer Prince Road Culvert Restoration and Bank Stabilization Project

Below is MESA/DEP Denial of emergency repair request by Eastham DPW based on appeal by abutter. We need to have plans done this month so we can do permits in march with construction in April. A tight schedule. If we get delayed in permitting, construction could not take place until fall.

Based on appeals filed by an abutter's legal counsel to date, I expect we will continue to receive appeals on any project in the area so we will need good plans.

I met with Chief Foley and he indicated we could do a partial day closure of Dyer Prince road if we had a truck with hose on the harbor side.

Neil

From: Paulson, David (FWE) [mailto:david.paulson@state.ma.us]
Sent: Wednesday, February 12, 2014 9:17 AM
To: Neil Andres; Mahala, Jim (DEP)
Cc: Holt, Emily (FWE)
Subject: NHESP 14-32928: Dyer Prince Road Culvert Restoration and Bank Stabilization Project

Neil,

NHESP 14-32928: Dyer Prince Road Culvert Restoration and Bank Stabilization Project

It was a pleasure meeting with you on Monday (February 10, 2014). I found it useful for everyone to get together onsite to discuss the project. Based on the site evaluation, it would appear the project does not currently meet the performance standards of the emergency provisions of the Massachusetts Endangered Species Act (321 CMR 10.15) (MESA). Therefore, a review through a direct filing with the Division will be required for compliance with the MESA (MGL c. 131A) and its implementing regulations (321 CMR 10.18) (MESA) and/or the rare species provisions of the Wetlands Protection Act Regulations (310 CMR 10.37 & 10.59) (WPA). Please note, that the Division is willing to conduct a timely review of the filing in order to help streamline the review process and allow the town to meet their desired work window. In addition, we are available to help guide the town through the application process. Please be advised that during the normal review process if an imminent emergency arise, an emergency authorization can be requested pursuant to (321 CMR 10.15). Any emergency authorization request should only include work necessary to abate the emergency. Below is additional information on the MESA review process. Please note, that municipalities are not exempt from the permit fee, however, this project would qualify for the simple fee and other potential culvert projects on this road can be lumped into the single fee if work occurs within the same year. Please let me know if you have any questions.

<http://www.mass.gov/eea/agencies/dfg/dfw/natural-heritage/regulatory-review/mass-endangered-species-act-mesa/>

<http://www.mass.gov/eea/agencies/dfg/dfw/natural-heritage/regulatory-review/mass-endangered-species-act-mesa/mesa-fee-schedule.html>

All the best,

David Paulson, M.S.
Endangered Species Review Biologist

Natural Heritage and Endangered Species Program
Massachusetts Division of Fisheries and Wildlife
100 Hartwell Street, Suite 230
West Boylston MA 01583

Office: 508-389-6366
Fax: 508-389-7890

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DATE: February 14, 2014
TO: Board of Selectmen
FROM: Nan Balmer, Assistant Town Administrator
RE: Windmill Green User Fees / Use Policy

3.0 / Windmill Green

Last year the Board asked staff to research the user fees and use policy for the Windmill Green, especially in light commercial craft fair events that generate private profits from renting spaces on the public Green.

Fees:

- Current Fees: \$100 / day, plus \$25 for 1) Use of portable toilets, 2) Vehicle access, and / or 3) Use of tents, plus a \$200 refundable deposit. Same cost for all users. \$1,150 in revenue annually.
- Direct Costs: \$10,000 annually (attached) or \$833 / week from May through October. Other indirect costs include overhead such as insurance, processing, electricity, and police presence (when no police detail).
- Comparison to Other Towns: Drummer Boy Park is rented for \$300 per weekday and \$400 per weekend day, plus additional charges. NRSD rents the Middle School Field for \$100 for commercial users and \$50 to non-profits.
- Fee- Setting:
According to the Dep't of Revenue, due to the state constitution and case law, fees should be the same for commercial and non-profit users and should not exceed the town's costs. DOR did not suggest town sponsored events must be charged or that Eastham organizations or taxpayers cannot receive preference.
 - **If the Board wishes, it would be reasonable to increase the fee to as much as \$200 per day since that should be less than the town's total cost per day. Eastham based organizations could be given a reduced fee.**

Policy / Current Issues: The Board may also be asked to consider or address the following:

1. Two Applicants Competing for Labor Day Weekend: There are 2 commercial craft shows that applied to use the Green on Labor Day weekend. Both applications were delivered January 7, 2014. In Section 7.0 of the policy which addresses competing proposals, it states, "Should two (2) or more applicants request the same day(s), preference shall be given to events sponsored by the town."

How the Board like would to decide which applicant is allowed to use the Green – (One of the applicants is from Harwich, the other is from New Hampshire)?

2. Consider Requirements / Limitations for Large Events:

Neighborhood Impact: Please see attached memo from Chief Kulhawik regarding neighborhood issues caused by large events – The Chief's recommendations are included.

3. Eligibility to Use Green:

Section 6.1 Eligibility states: "Individuals, town sponsored groups, and non-profit organizations shall be eligible to apply to use the Windmill Green and / or the Bandstand".

The Board may wish to revise this part, possibly removing "non-profit".

WINDMILL GREEN - DIRECT COSTS

	weeks	\$ mow	
Mowing - May - Oct	25	200	\$ 5,000.00
Irrigation			\$ 2,500.00
Fencing			\$ 500.00
Lighting/elect			\$ 1,500.00
Roses			\$ 500.00
			\$ 10,000.00
Direct cost per week / 6 months			\$ 833.33

WINDMILL GREEN - PROJECTED REVENUE: \$1,150

TO: Nan Balmer

FROM: Chief Edward V. Kulhawik

DATE: February 5, 2014

RE: **WINDMILL GREEN POLICY**

Pursuant to our discussion yesterday please find the following memorandum outlining some of the concerns regarding the use/rental of the Windmill Green.

Much of the concern from a Public Safety and traffic perspective relates to the impact these events have on traffic flow and parking. When a major event takes place necessitating multiple parking spaces for both vendors and visitors to the event, the traffic flow on both Samoset and Depot Street is severely affected.

Most of these events in the past are of the craft fair variety and the impact is felt by the Meadow Marsh Realty as well as the Superette who find event visitors parking at or around their business and thereby then affecting parking availability for those doing business at their individual establishments.

This is particularly problematic for Meadow Marsh Realty as on Saturday mornings and afternoons, they have a rush of people picking up and dropping off keys for their weekly summer rentals. I have worked with the Realty company over the past several summers by offering cones and "taping" off the area so as to allow free access to his business.

A solution to prevent this issue in the future might be the following:

1. When we know of someone looking to use the green for larger events that might adversely affect the traffic. Mandate a detail officer be hired to assure the free flow of traffic and parking.
2. An alternative solution would be the mandating of off site parking with shuttle service supplied by the organizer. What we find is many times the vendors themselves take up the majority of the parking with their own vehicles and trailers and then do not avail many spaces for visitors.

Please let me know how else I may assist the board, and thanks for asking for my input.



Town of Eastham
2500 State Highway
Eastham, MA 02642
508.240.5900
fax 508.240.1291
www.eastham-ma.gov

USE OF THE EASTHAM WINDMILL GREEN AND BANDSTAND POLICY

1.0 Authority

The Board of Selectmen hereby adopts a set of guidelines for the use of the Town of Eastham's Windmill Green and the Bandstand.

2.0 Purpose

It is the intention of the Board of Selectmen of the Town of Eastham to make the Windmill Green and Bandstand available to all qualified applicants as per the regulations described further in this policy.

3.0 Applicability

This policy shall apply to individuals or organizations wishing to use the Windmill Green and/or the Bandstand for any event and/or program.

4.0 Definition

The Windmill Green and the Bandstand is the area known as the facility across from the Town Hall.

5.0 Responsibility

The Board of Selectmen or their designee is responsible for ensuring that this policy is upheld and that policy guidelines are followed.

6.0 Standards/Rules and Regulations

6.1 Eligibility

Individuals, town sponsored groups and non-profit organizations shall be eligible to apply to use the Windmill Green and/or the Bandstand.

Applications shall not be considered from groups or individuals who discriminate in their membership, programs or philosophy on the basis of sex, race, color, creed, national origin, disability, marital status, veteran status, age or sexual orientation.

Repeat use may be denied to groups or individuals who fail to abide by this and other policies, rules and regulations pertaining to the use of town property.

6.2 Use of the Windmill Green/Bandstand shall be governed by the following rules and regulations:

6.2.1 Events shall be scheduled during daylight hours, and no event shall continue past 8:00 p.m. The applicant may set up for the event after 4:00 p.m. the day previous to the event (when the area is available), and must have the Windmill Green cleaned up by noon of the day following the event. Event shall not exceed more than three (3) days.

6.2.2 The applicant is responsible for set up and clean up of the Windmill Green after the event, including the picking up of all litter, taking away of recyclable materials, and the removal of any display material and signage. The applicant is required to provide the necessary containers for recyclable materials. (Check with the town for a full list of recyclable items)

6.2.3 Signs, notices or other items may not be attached to any structure, tree, or trash recycling bin on the Windmill Green. (Permits are required for signs)

6.2.4 No activity may charge a fee for the event. Items may be sold if permitted by the Board of Selectmen or their designee, and state and local license requirements are met.

**6.2 Use of the Windmill Green/Bandstand shall be governed by the following rules and regulations:
Continued**

- 6.2.5 The use or sale of alcoholic beverages is prohibited on the Windmill Green.
- 6.2.6 Motor Vehicles may be allowed on the Windmill Green if requested on the application and a \$25 per event fee is paid.
- 6.2.7 There shall be no discharge of firearms except for ceremonial purposes and as approved by the Police.
- 6.2.8 There shall be no fires permitted, with the exception of candles which may be held by individuals participating in ceremonies, such as weddings, etc. Candles may not be placed along or attached to any structure on the Windmill Green.
- 6.2.9 For any event utilizing the Bandstand, a single noise complaint shall be sufficient to permit the police to order discontinuance of the noise portion of the event. A second complaint shall be sufficient for the police to order the end of the event and the clearing of the entire Windmill Green.
- 6.2.9.1 Amplified music shall only be allowed by special permission of the Board of Selectmen or their designee.
- 6.2.9.2 No additional lighting may be installed, on either a temporary or permanent basis, without the explicit approval of the Board of Selectmen.
- 6.2.9.3 The applicant must agree to indemnify and hold the Town of Eastham harmless against any and all claims which may be made against the Town for property damages and personal injuries sustained by any person including the user which may result from the use of said property by the user. The applicant must also furnish proof of general liability insurance naming the Town as additional insured. (See attached Liability Limits)

7.0 Procedure

All applicants shall be required to complete and sign the Application for Use of the Windmill Green and/or Bandstand. Applications and fees must be turned into the Town designee no less than eight weeks prior to the requested event date. A \$200 refundable damage deposit check is required, and must be submitted 3 days before the event.

Should two (2) or more applicants request the same day(s), preference shall be given to events sponsored by the town.

7.1 Fee Schedule

The following must be submitted and paid by the applicant at the time of application submittal:

- 1. A certification of current/valid insurance coverage.
- 2. A peddler's permit if anything is being sold on public property.
- 3. The appropriate use fees as follows:
 - \$100 per day use fee
 - \$25 per event fee if you intend to provide portable toilets.
 - \$25 per event fee for vehicle access for set up and take down only.
(Vehicles not being actively loaded or unloaded may not be parked on the Green.)
 - \$25 per event fee if you intend to use/provide tents.

A \$200 refundable damage deposit check is required, and must be submitted 3 days before the event.

8.0 The Board of Selectmen or their designee reserves the right to reject any and all requests.

9.0 Effective Date

This policy is effective as of September 15, 2008.

This policy was adopted by the Board of Selectmen at a public meeting on September 15, 2008.

WINDMILL GREEN APPLICATIONS 2013					
	FROM	EVENT	DATE	PROFIT / NON-PROFIT	FEE
EASTHAM WINDMILL WEEKEND	EASTHAM	WINDMILL WEEKEND	SEPT 6, 7, 8	NP	WAIVED
EASTHAM HISTORICAL SOCIETY	EASTHAM	ANTIQUE SHOW / FUNDRAISER - 40 TABLES	AUGUST 10	NP	\$100
EASTCOAST CRAFT SHOWS	HARWICH	ARTS AND CRAFTS SALE - 25 TABLES AND POP-UP TENT	JULY 26 27 28 'AUGUST 21 22	P	\$625 (5 DAYS @ \$100 + \$25/DAY)
WELLFLEET SHELLFISH PROMOTIONS AND TASTING (SPAT)	WELLFLEET	ARTS AND CRAFTS, FOOD - 90 VENDORS INCLUDES TENTS	JULY 20 AND 21	NP	250 (2 DAYS @ \$100 + \$25/DAY)
ARTISAN GUILD	EASTHAM	ARTS AND CRAFTS - SALE OF CRAFTS	CANCELLED	P	CANCELLED
EASTHAM CULTURAL COUNCIL	EASTHAM	HANDS ON THE ARTS - SALE OF CRAFTS	JUNE 15 AND 16	NP - TOWN COMMITTEE	WAIVED
INDIVIDUAL	JERSEY CITY	WEDDING	MAY 8	NOT APPLICABLE	\$100

REQUIREMENTS MAY INCLUDE : \$100 PER DAY USE FEE, \$200 REFUNDABLE DEPOSIT, \$25 TO ALLOW PORTABLE TOILETS, \$25 TO ALLOW VEHICLE ACCESS, \$25 TENT PERMIT, CERTIFICATE OF INSURANCE, PEDDLER'S PERMIT