

# AGENDA

Thursday

July 6, 2017

**TOWN OF EASTHAM  
BOARD OF SELECTMEN  
Thursday, July 6, 2017, 2:30 p.m.  
(Joint Meeting with Finance Committee and Zoning Board of Appeals as noted)**

Location: Small Meeting Room

**I. APPOINTMENTS**

- a. Proposed Changes to the Recycling Committee Charge – Neil Andres, DPW Superintendent and Fred Guidi, Committee Chair
- b. Year-End Inter-Departmental Fund Transfers – Diane Rommelmeyer, Town Accountant  
*(Finance Committee will join the meeting for this appointment)*

**II. ADMINISTRATIVE MATTERS**

- a. Action/Discussion (votes may be taken)
  - i. Committee Appointment:
    - i. Denise Kopasz – Cable T.V. License Renewal Advisory Committee
    - ii. Walter Sebastian – Cable T.V. License Renewal Advisory Committee
    - iii. Tricia Ford – Cable T.V. License Renewal Advisory Committee
    - iv. Dilys Smith – Cable T.V. License Renewal Advisory Committee
    - v. Sue Pellowe – Cultural Council
    - vi. Elizabeth Gawron - Affordable Housing Trust
  - ii. Timothy Smith Loan Renewal – Kara Smith

**III. LICENSING**

- a. Release of Annual Liquor License from Sandpipers Sports Pub, Inc. as it has Closed
- b. Transient Vendor Permits

**IV. OTHER BUSINESS**

**V. EXECUTIVE SESSION**

(Zoning Board of Appeals will join the meeting at 3PM or at end of Executive Session a.)

- a. To discuss strategy with respect to the appeal filed by SCG Development Partners with Housing Appeals Committee when an open meeting may have a detrimental effect on the negotiating position of public body and the Chair so declares.

(Zoning Board of Appeals will leave the meeting at the close of the discussion)

**Upcoming Meetings**

Monday, July 17, 2017	5:00p.m.	Earle Mountain Room	Regular Session
Wednesday, July 19, 2017	2:30p.m.	Small Meeting Room	Work Session
Monday, August 7, 2017	5:00p.m.	Earle Mountain Room	Regular Session
Wednesday, August 9, 2017	2:30p.m.	Small Meeting Room	Work Session

*The listing of matters includes those reasonably anticipated by the Chair that may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may be brought up for discussion to the extent permitted by law.*

*This meeting will be video recorded and broadcast over Local Access Channel 18 and through the Town website at [www.eastham-ma.gov](http://www.eastham-ma.gov)*

# APPOINTMENTS

## Charge To The Recycling Committee

### Charge To The Recycling Committee

In accordance with the provisions of the Eastham Home Rule Charter Section 9.5.14, the Board of Selectmen hereby appoints a committee that shall be known as the Eastham Recycling Committee. The Committee shall consist of ~~five (5)~~ seven (7) members, plus an optional Swap Shop liason. ~~Subcommittee of up to 12 non-voting members for the sole purpose of working in the Swap Shop, in overlapping, rotating shifts, during hours of operation.~~ All Committee and Subcommittee members shall be appointed by the Board of Selectmen for three-year overlapping terms. No appointee may serve more than three consecutive terms.

The specific responsibilities of the Committee shall include, but not be limited to the following:

1. The Committee will focus on encouraging recycling at the Eastham Transfer Station through recommendation to the DPW Superintendent of innovative ways to increase the rate of recycling including, but not limited to, development with the Board of Health of new Transfer Station regulations and, with the Board of Selectmen, development of an evaluation of the costs and benefits of mandatory recycling.
2. ~~The Committee shall assist the Transfer Station Manager with the development of volunteer work hours, operating hours, and regulations for the Swap Shop.~~  
  
As part of this Task, the Committee shall
  - ~~Develop written protocols for and train volunteers~~
  - ~~Develop written Volunteer Handbook~~
  - ~~Develop protocols for outreach to social service agencies for them to request items for use by their clientele, and specify items possible for agency selection~~
  - ~~Work with appropriate local, county, and state agencies and employees to secure funding for educational materials and events to educate about and encourage opportunities for further diversion of re-useable items from the waste stream.~~
3. The Committee will continue to review Transfer Station hauling costs and resident fee structures and recommend changes to the BOS for their consideration as and when appropriate.
4. The Committee shall prepare a summary of its yearly activities for inclusion in the Town of Eastham Annual Report.

The Committee shall consider existing regulations, by-laws, policies and procedures in developing their proposals and shall include in any proposal, as necessary, any enforcement recommendations or methods and costs and savings anticipated by implementation.

The Town Administrator shall designate staff support for this Committee, which may include, but not be limited to, staff of the Board of Health and Department of Public Works.

*Adopted by the Board of Selectmen on March 3, 2010  
Revised and Adopted by the Board of Selectmen on May 23, 2012  
Revised and Adopted by the Board of Selectmen on May 19, 2014*

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## TOWN OF EASTHAM

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2500 State Highway, Eastham, MA 02642  
*All Departments 508-240-5900*  
[www.eastham-ma.gov](http://www.eastham-ma.gov)

Date: July 6, 2017

Memo To: Eastham Board of Selectmen & Finance Committee

Memo From: Diane Rommelmeyer, Town Accountant

DR

Re: **Recommendation of Inter-Departmental Adjustments**

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### Fiscal Year 2017

The attached is a list of the year-end inter-departmental transfers required along with and explanation regarding the specific transfers.

Thank you,

**INTERDEPARTMENTAL TRANSFERS**

**FY17**

DEPARTMENT	TRANSFER AMOUNT	TRANSFER FROM	COMMENTS
Tax Collector Pro/Technical	\$ 4,300.00	Town Insurance	The tax collector has began the process of foreclosing on delinquent properties. The \$4,300 is for the services of Coppola and Coppola and land court fees.
Treasurer Transfer to Capital Projects	\$ 76,000.00	Health Insurance	The Town was required to pay down \$76,000 for the Rock Harbor Dredging BAN due to the length of time on the borrowing. The Town had anticipated receiving a grant which did not materialize.
Treasurer Interest	\$ 63,910.00	25,000 Town Insurance 20,000 Acct. Salary 18,910 Library Salaries	Additional short term interest for the \$5,000,000 BAN issued for the water project. The amount of the total interest was not known at the time the FY17 budget was approved.
DP Salary	\$ 195.00	N/R Salary	This shortfall is due to the DP Director's resignation. The Director was entitled to accrued vacation which was not budgeted
DP Expense	\$ 5,000.00	N/R Salary	Due to additional costs for telephone system and various special projects.
Planner Salary	\$ 318.00	N/R Salary	This was a result of a shortfall in the original budget.
Total	\$ 149,723.00		

# ADMINISTRATIVE MATTERS



## TOWN OF EASTHAM

2500 State Highway, Eastham, MA 02642 - 2544

All departments 508 240-5900 Fax 508 240-1291

[www.eastham-ma.gov](http://www.eastham-ma.gov)

Date: July 6th, 2017  
To: Board of Selectmen  
From: Jacqueline W. Beebe, Town Administrator  
Re: **Committee Appointments**

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The following is the information needed for the following committee appointment.

**Denise Kopasz**

The Search Committee recommends the appointment of Denise Kopasz to the Cable T.V. License Renewal Advisory Committee as a regular member.

If the Board appoints her, her first term would commence July 1, 2017 and expire June 30, 2020.

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The following is the information needed for the following committee appointment.

**Walter Sebastian**

The Search Committee recommends the appointment of Walter Sebastian to the Cable T.V. License Renewal Advisory Committee as a regular member.

If the Board appoints him, his first term would commence July 1, 2017 and expire June 30, 2020.

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The following is the information needed for the following committee appointment.

**Tricia Ford**

The Search Committee recommends the appointment of Tricia Ford to the Cable T.V. License Renewal Advisory Committee as a regular member.

If the Board appoints her, her first term would commence July 1, 2017 and expire June 30, 2020.

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The following is the information needed for the following committee appointment.

**Dilys Smith**

The Search Committee recommends the appointment of Dilys Smith to the Cable T.V. License Renewal Advisory Committee as a regular member.

If the Board appoints her, her first term would commence July 1, 2017 and expire June 30, 2020.

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The following is the information needed for the following committee appointment.

**Sue Pellowe**

The Search Committee recommends the appointment of Sue Pellowe to the Cultural Council as a regular member.

If the Board appoints her, her first term would commence July 1, 2017 and expire June 30, 2020.

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The following is the information needed for the following committee appointment.

**Elizabeth Gawron**

The Search Committee recommends the appointment of Elizabeth Gawron to the Affordable Housing Trust as a regular member.

If the Board appoints her, her first term would commence July 1, 2017 and expire June 30, 2020.

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APPLICATION FOR A STUDENT LOAN FROM THE TIMOTHY SMITH FUND

JUN 28 2017

Date of Application 6-28-17

Name of applicant Kara Smith

TOWN OF EASTHAM  
TREASURER-COLLECTOR

SS# [REDACTED]

Address PO Box 724 Eastham MA

Phone# [REDACTED]

Parent's Name Lorraine Smith

Street Address 9 Wood Duck Ln Eastham MA 02642

Mailing Address PO Box 724 Eastham MA 02642

Co-Signer Lorraine Smith

SS# [REDACTED]

Address and relationship to applicant Parent

Personal References: (name & address & term of acquaintanceship)

1 Mindy Williams

Swim Coach /  
Employer

2 Christine Mickle

Employer

3 Mike Abeid

Employer

Name of school or institution you plan to attend Simmons College

Estimated date of graduation 2021

I have read the terms and conditions and am familiar with the policy and procedure for this loan. Yes (☒)  
No (☐)

State briefly the reason for applying for this loan I am applying for  
this loan so I can continue to  
pursue my degree in physical  
therapy.

Is this a new loan application? Yes (☐) No (☒)

Renewal? Yes (☒) No (☐)

If this is a renewal please include your college transcript.

FOR TOWN OF EASTHAM USE - DO NOT FILL OUT

Date of interview with  
Selectman

Action

(Failure to fill in all blanks may cause refusal of loan)  
Cutoff date for return of this application is July 1.

# LICENSING



## TOWN OF EASTHAM

2500 State Highway, Eastham, MA 02642 - 2544

All departments 508 240-5900 Fax 508 240-1291

[www.eastham-ma.gov](http://www.eastham-ma.gov)

July 6, 2017

Ryan Melville, Supervisor of Licensing  
Alcoholic Beverages Control Commission  
239 Causeway Street  
Boston, MA 02114

RE: Sandpipers Sports Pub, Inc. License #00045-RS-0364

Dear Mr. Melville:

Sandpipers Sports Pub, Inc is no longer operating and has given up their annual liquor license.

Feel free to contact us if you have any questions or need additional information.

Respectfully,

Eastham Board of Selectmen  
Local Licensing Authority

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William O'Shea, Chair

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Martin F. McDonald

---

Wallace F. Adams II, Vice Chair

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Aimée J. Eckman

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John F. Knight, Clerk



## TOWN OF EASTHAM

2500 State Highway, Eastham, MA 02642 - 2544

All departments 508 240-5900 Fax 508 240-1291

[www.eastham-ma.gov](http://www.eastham-ma.gov)

Date: July 6, 2017

To: Board of Selectmen

From: Jacqueline W. Beebe, Town Administrator

**Re: Transient Vendor Permits**

Nauset SummerFair on the Windmill Green - July 29 & 30, 2017

Windmill Weekend - September 9-11, 2017

Please find below the Transient Vendor applicants for approval by the Board of Selectmen.  
In each case, the \$20.00 fee has been received. The following permits valid as stated below.

Simmons, Dick (My Maine Mat) PO Box 336 Friendship, ME 04541 Valid: July 6, 2017- July 6, 2018	Pelletier, Steven (Custom Made Designs) 14 Beacon Road Scituate, MA 02066 Valid: July 6, 2017- July 6, 2018
Lacava, Judy (Cape Cod Octopus's Garden) 455 Menauhant Road East Falmouth, MA 02536 Valid: July 6, 2017- July 6, 2018	

# INFORMATION

info



David E. Pierce  
Director

# Commonwealth of Massachusetts

## Division of Marine Fisheries

251 Causeway Street, Suite 400

Boston, Massachusetts 02114

(617)626-1520

fax (617)626-1509



Charles D. Baker  
Governor

Karyn E. Polito

Lieutenant Governor

Matthew A. Beaton

Secretary

George N. Peterson, Jr.

Commissioner

Mary-Lee King

Deputy Commissioner

June 16, 2017

Board of Selectmen  
Town of Eastham  
Town Hall  
Eastham, MA 02642

Board of Selectmen  
Town of Orleans  
Town Hall  
Orleans, MA 02653

Ladies & Gentlemen:

The Division of Marine Fisheries has determined that **bivalve shellfish** from area OC:6, (Salt Pond in the Town of Eastham) defined below, **no longer contain biotoxins (Paralytic Shellfish Poison-(PSP))** from the phytoplankton *Alexandrium (spp.)* in excess of established standards. All areas in the Nauset system (OC:2 through OC:6) remain closed to the harvesting of **Moon snails (*Polinices duplicatus* and *Lunatia heros*)**.

Therefore, under authority of Massachusetts General Laws, Chapter 130, sections 74A and 75 and 322 CMR sections 7.01 (7), 7.02 and 10.00, the PSP closure for **bivalve shellfish** issued on May 4, 2017 **will be rescinded at sunrise on June 17, 2016** in area OC:6 (Salt Pond). Bivalve shellfish in areas currently classified as APPROVED and in the "open" status may now be harvested for direct human consumption subject to local rules and regulations under authority of Massachusetts General Laws Chapter 130, section 52. Similarly, those areas classified as CONDITIONALLY APPROVED and in the "open" status are subject to the classification conditions. All areas OC:2 through OC:6 remain closed to the harvesting of **Moon snails (*Polinices duplicatus* and *Lunatia heros*)**.

**Status: Open to Bivalve Shellfish Harvesting.** This area remains closed to the harvesting of **Moon snails (*Polinices duplicatus* and *Lunatia heros*)**.

**OC:6 SALT POND, EASTHAM**

"The waters, flats and all tributaries of Salt Pond in the Town of Eastham, westerly of a line drawn across the mouth of Salt Pond."

Sincerely,

ADMINISTRATION

JUN 19 2017

RECEIVED

David E. Pierce  
Director



June 13, 2017

ADMINISTRATION

JUN 19 2017

RECEIVED

Board of Selectmen  
Town of Eastham  
2500 State Highway  
Eastham, MA 02642

**Re: Channel Line Up Information and  
S&H Price Change**

Dear Chairman and Members of the Board:

As part of our continuing effort to keep you informed, I wanted to share with you the following information:

On or around July 13, 2017, Olympics Channel HD will be available on ch 846 with our Digital Preferred tier. Universal HD on ch 846 & 1419 will be ceasing operations.

Starting August 1, 2017, due to increased business costs, the standard shipping charge for a Self-Installation Kit will increase from \$9.95 to \$15.00.

Beginning August 15, 2017, Sprout HD will be added to Expanded Basic and Family Tier ch 927. RLTV will no longer be available on ch 125 & ch 1498.

Customers are receiving this information, in advance, via bill message.

If you have any questions, please do not hesitate to contact me at 508.732.1536.

Sincerely,

*Michael Galla*

Michael Galla, Sr. Manager  
Government Affairs

# OTHER BUSINESS