**BOARD OF SELECTMEN**

**MEETING MINUTES**

January 15, 2014

Approved on April 16, 2014

A meeting of the Orleans Board of Selectmen was held on Wednesday, January 15, 2014 in the Nauset Room of the Town Hall. Present were Chairman Sims McGrath Jr., Vice-Chairman David M. Dunford, Clerk Jon R. Fuller, Selectman John Hodgson III, Selectman Alan McClennen Jr., Town Administrator John Kelly and Recording Secretary Kristen Holbrook.

Chairman McGrath called the meeting to order at 6:30 PM.

Public Comment: (00:00:03)

*Joseph Cardito,* spoke to the Board regarding two upcoming forums being hosted by the Council on Aging.

*Courtney Gavin*, a resident of Orleans spoke to the Board to offer suggestions on improving water quality.

*Noel Pina*, Orleans Chamber of Commerce Director spoke to the Board regarding some upcoming Chamber events and the new publication for the Town of Orleans.

Approval of Minutes: (00:15:15)

**On a motion by Mr. Fuller, and seconded by Mr. McClennen, the Board voted to accept the minutes of the October 16, 2013 meeting as amended.** The vote was 4-0-1; Mr. McGrath abstained from the vote.

Committee Interviews and Appointments: (00:18:15)

Chairman McGrath noted that Mr. Sinclair and Mrs. Fulcher would not be able to attend the meeting.

Mr. Dunford stated that he felt the Board should appoint the candidates who had been interviewed. Mr. Fuller suggested that the Board reach out to Mr. Taub who had rescinded his application.

**On a motion by Mr. Dunford, and seconded by Mr. Hodgson, the Commission voted to appoint the following six members to the Charter Review Commission until completion of the assignment: Patricia Fallender, Anne Carron, Carolyn Kennedy, Charles Ketchuck, Francis Moran Jr., and John Crawford.** The vote was 5-0-0.

Temporary Closing - Nauset Farms LLC, d/b/a Nauset Farms: (00:24:15)

The Board met with Frank Barbato, general manager of Nauset Farms, spoke to the Board regarding his request for a temporary closing in order to complete necessary repairs per order of the Board of Health.

**On a motion by Mr. Fuller, and seconded by Mr. McClennen, the Board voted to grant the request of Frank Barbato, manager Nauset Farms LLC., d/b/a Nauset Farms, located at 199 Main Street, to temporarily close for the period of 1/1/14 through 4/1/14 due to renovations necessary to bring the building up to Massachusetts State Sanitary Code and in accordance with the Town of Orleans Rules and Regulations of the Liquor Licensing Authority.** The vote was 5-0-0.

Final Review and Vote on New MSW contract starting January 1, 2015: (00:31:25)

The Board reviewed several small changes to the proposed contract and suggested that the Board take action on the item.

Mr. Fuller asked if the DPW Director found the proposed contract to be sufficient.

**On a motion by Mr. Fuller, and seconded by Mr. McClennen, the Board voted to authorize the Town Administrator to sign the proposed contract subject to the amendments and corrections suggested by Orleans Town Counsel.** The vote was 5-0-0.

Mike Camaro, a representative of MSBW, spoke to the Board regarding the contract and thanked the Board for their vote.

NSTAR Pole Hearing - install 25’ of underground conduit and cable at 40 Ruggles Road: (00:37:17)

Chairman McGrath read the notice for the hearing as published in the Cape Codder and called the public hearing to order.

Karen Corriveau, representative of NSTAR, spoke to the Board regarding the application and apologized for the error that occurred and assured the Board that the contractor who installed the cable was not an authorized NSTAR contractor.

Mr. Kelly clarified that the major issue at hand is how the power was turned on without the hearing that is necessary. Mr. Kelly also noted that the Board’s permission is for the road opening and the work within the layout.

Mr. Kelly stated that he would work with the DPW Director and Building Department to investigate the inspection process in order to find out who ran the line under road.

Mr. Dunford stated that he would like to see some follow through regarding the action taken against the contractor.

Jerry McDermitt, NSTAR Community Relations, spoke to the Board to reassure them that this would not happen in the future.

Mr. Fuller stated that he was unwilling to vote in favor of the application unless the trench were opened and inspected. Mr. Hodgson suggested that the trench be reopened at the cost of the contractor.

Mr. Daley stated that he did not have major concerns about the installation but that he would wish to reinspect if it is unusual.

Mr. Dunford stated that he felt, it would be important for NSTAR to ensure that the work had been done correctly.

**On a motion by Mr. Dunford, and seconded by Mr. Fuller, the Board voted to approve NSTAR Electric’s application to install up to 25’ of underground conduit and cable under 40 Ruggles Road, Orleans, MA in accordance with plan No. 103756 dated December 16, 2013 as presented and with the stipulation that NSTAR will oversee the quality of the end work of the project, that the completed work will be reviewed by the DPW Director and Electrical Inspector, and that the Board will follow through with the assessing of sanctions against the applicant for work performed without a permit.** The vote was 5-0-0.

Meet with Finance Director David Withrow: (00:57:45)

Town of Orleans Finance Director David Withrow updated the Board on the revenue and expenditures for the current year.

Mr. Withrow noted that the Snow Removal Budget was of some concern as it is early in the season and the area has already experienced one major snow event.

Mr. Withrow also reviewed his goals and objectives for FY14.

Town Administrator’s Overview of FY15 Annual Budget: (01:18:50)

The Board reviewed the FY15 budget summary.

Town Administrator’s Overview of FY16-FY20 Capital Improvement Plan: (02:03:08)

Town Administrator John Kelly presented the Board with the updated CIP for FY16-FY 20.

Review Town Meeting Vote (1989) to authorize lease of Depot Square property to Chamber of Commerce to construct a new Visitor’s Center and discuss next steps: (02:11:15)

The Board discussed the steps needed to be taken in order to move forward with the Chamber’s request to construct a new Visitor’s Center.

Mr. Fuller stated that while he is supportive of the project, he did not feel that the Town would be able to manage another construction project.

Dick Hillmer, Chair of the Orleans Chamber of Commerce, gave the Board an overview of the proposed project and suggested that a feasibility plan would be the first step in the process.

Mr. Hodgson felt it would be best to give the Chamber some sense of direction and guidance regarding the next steps in the process.

ATM & Election Dates and Timeline: (02:28:01)

**On a motion by Mr. Dunford, and seconded by Mr. McClennen, the Board voted to hold the May 12, 2014 Annual Town Meeting at 6:30 PM in Nauset Middle School Gymnasium and open the warrant on February 13, 2013 at 8:30 AM and close the warrant on March 13, 2014 at 4:30 PM and voted to hold the May 12, 2014 Special Town Meeting at 6:30 PM and open the warrant on March 13, 2014 at 8:30 AM and close the warrant on March 28, 2014 at 4:30 PM.** The vote was 5-0-0.

Mid-Year Review of Selectmen’s FY14 Goals: (02:32:30)

The Board reviewed the progress of their FY14 goals.

The Board discussed how best to distribute correspondence received through the Town Administrator’s office, and how best to schedule the items for discussion with respect to the open meeting laws.

Town Administrator’s Report: (03:02:10)

Mr. Kelly provided the Board with a progress report on his FY14 goals.

Mr. McClennen asked that the evaluation review forms be updated in order to better facilitate the evaluation of the goals of the staff members reviewed.

Liaison Reports: (03:12:14)

Mr. McClennen reported on a recent meeting of the Community Preservation Committee, at which the Old Firehouse Project was discussed. Mr. McClennen also updated the Board on the progression of the 208 Plan meetings and stated that he had agreed to be the honorary Co-Chair of the 25th Pops in the Park Concert.

Mr. Hodgson reported on a recent meeting of the Orleans Elementary School Committee at which the school budget was discussed.

Mr. Fuller reported on a meeting of the Agricultural Advisory Committee at which the Putnam Farm was discussed and a meeting of the Planning Board.

Mr. Dunford updated the Board with information from a meeting of the Nauset Regional School Committee where a discussion of revenue revealed that the school is expecting a drop in School Choice enrollment.

Any Other Items For Future Agendas: (03:41:45)

No other items were discussed.

Adjourn: (03:42:22)

**On a motion by Mr. Fuller, and seconded by Mr. McClennen, the Board voted to adjourn.** The vote was 5-0-0.

The meeting adjourned at 9:54 PM.

Respectfully submitted,

Kristen Holbrook

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 Jon R. Fuller, Clerk