BOARD OF SELECTMEN

MEETING MINUTES

October 1, 2014

Approved on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

A meeting of the Orleans Board of Selectmen was held on Wednesday October 1, 2014 in the Nauset Room of the Town Hall. Present were Chairman David M. Dunford, Vice-Chairman Jon R. Fuller, Clerk Sims McGrath Jr., Selectman John Hodgson III, Town Administrator John Kelly and Recording Secretary Kristen Holbrook. Selectman Alan McClennen was not present for the meeting.

Chairman Dunford called the meeting to order at 6:00 PM.

Pre-Town Meeting with Moderator, Town Counsel and Town Clerk: (00:00:15)

Town Moderator Duane Landreth, Town Counsel Michael Ford and Town Clerk Cynthia May met with the Board for a discussion on the upcoming Special Town Meeting.

Town Administrator John Kelly presented the Board with the Special Town Meeting warrant.

Public Comment: (00:31:25)

Courtney Gavin, a resident of South Orleans, spoke to the Board regarding the state procurement laws.

Approval of Minutes: (00:35:20)

**On a motion by Mr. Fuller, and seconded by Mr. Hodgson, the Board voted to accept the minutes of the August 6, 2014 meeting as amended.** The vote was 4-0-0.

**On a motion by Mr. McGrath, and seconded by Mr. Fuller, the Board voted to accept the minutes of the August 13, 2014 meeting as presented.** The vote was 4-0-0.

**On a motion by Mr. Fuller, and seconded by Mr. Hodgson, the Board voted to accept the minutes of the August 20, 2014 meeting as presented.** The vote was .3-0-1; Mr. McGrath abstained

* 8/27/14

**On a motion by Mr. Fuller, and seconded by Mr. Hodgson, the Board voted to accept the minutes of the August 27, 2014 meeting as presented.** The vote was 3-0-1; Mr. McGrath abstained from the vote.

* 8/27/14 ES

**On a motion by Mr. Fuller, and seconded by Mr. Hodgson, the Board voted to accept the minutes of the August 27, 2014 executive session meeting as .presented** The vote was 3-0-1; Mr. McGrath abstained from the vote.

Committee Interviews and Appointments: (00:36:25)

* Community Preservation Committee - Frances Heffner, Sophia Fuller

**On a motion by Mr. McGrath, and seconded by Mr. Hodgson, the Board voted to accept the resignation of Catherine Hertz from the Community Preservation Committee with regret and gratitude.** The vote was 4-0-0.

The Board met with and interviewed Orleans resident Sophia Fuller regarding her interest in serving on the Community Preservation Committee.

**On a motion by Mr. Fuller, and seconded by Mr. Hodgson the Board voted to appoint Sophia Fuller, to the Community Preservation Committee with a term ending date of June 30, 2015.** The vote was 4-0-0.

* Personnel Advisory Board - Rolf Solderstrom, Kevin Galligan

**On a motion by Mr. Fuller, and seconded by Mr. McGrath, the Board voted to appoint Kevin Galligan and Rolf Solderstrom, to the Personnel Advisory Board with term ending dates of June 30, 2017.** The vote was 3-0-1; Mr. Hodgson abstained from the vote.

* Renewable Energy and Wind Committee - Warren Altneu

Mr. Altneu was not available to be interviewed and the Board deferred the discussion to a later date.

* Zoning Bylaw Task Force - Andrea Shaw Reed’s appointment as representative to the Planning Board

**On a motion by Mr. McGrath, and seconded by Mr. Fuller, the Board voted to ratify Andrea Shaw Reed’s appointment to the Zoning Bylaw Task Force with a term ending date of June 30, 2017.** The vote was 4-0-0.

Meet with Tim Buehler for update on Tonset Woods Funding Needs and State Action: (00:47:14)

Tim Buehler, Executive Director of the Orleans Housing Authority gave the Board a brief update on the ongoing maintenance and building projects for the Housing Authority property at Tonset Woods.

Mr. McGrath asked if the funding was variable or if it would be reliable. Mr. Buehler stated that the funding is reliable. Mr. Fuller asked if solar panels had been discussed for the properties. Mr. Buehler stated that he had spoken to Liz Argo and that a review of the buildings found that the placement would not be feasible. Mr. Dunford asked for clarification on how the bond amounts are determined. Mr. Buehler stated that the state has a classification system based on the needs and deficiencies of the buildings. Mr. Dunford suggested that Mr. Buehler provide the Board with a list of needs that the Board might bring to state representatives for possible funding.

Meet with Building and Facilities Manager Ron Collins - Quarterly Update: (00:58:37)

Building and Facilities Maintenance Manager Ron Collins presented the Board with his Quarterly update on ongoing projects. Mr. Collins noted that the Skaket Beach Snack Bar project is under way and the unisex restroom was approved by the Board of State Examiners of Plumbing and Gas Fitters.

Mr. Collins stated the the Eldredge Park 8” non-potable well was a failure and the contractor has instead installed two 4” wells and should be fully functional by next summer.

Mr. Collins updated the Board on the landfill solar array. DPW Director Tom Daley stated that the DPW is currently promoting re-use of capped landfills. He assured the Board that the department would proceed with caution regarding the placement of poles in and around the capped area.

Meet with DPW Director Tom Daley - Quarterly Update on Roads, Drainage and Special Projects: (01:22:11)

DPW Director Tom Daley presented the Board with his quarterly update on the road, drainage and special projects that are currently ongoing. Mr. Daley stated that GHD is currently working on mapping the storm water infrastructure such as catch basins and outfalls town wide.

Mr. Daley supplied the Board with an informational packet for the proposed DPW facility and asked that the Board allow the information to be distributed at various town locations prior to the Special Town Meeting. Mr. Hodgson stated that Mr. Daley should think about the cost figure as there may be some questions at town meeting regarding the cost. The Board was in favor of the distribution of the informational pamphlet.

Town Administrator FY16 Budget Policy Recommendations: (01:47:07)

Town Administrator John Kelly presented the Board with his draft FY16 Budget Policy and recommendations.

Mr. McGrath asked that the Town Administrator clarify the reference to “next year” and instead use “FY 16” so as not to cause confusion between the fiscal year and the calendar year.

Mr. Dunford stated that he felt a 3% increase may be more than necessary. He asked that the Town Administrator provide the Board with information on what a 2.5% increase would look like.

The Board will consider a revised policy at their next meeting.

Review Draft Policy on BOS Liaison Program: (01:56:22)

The Board reviewed a draft Board of Selectmen Liaison Policy.

Mr. Fuller stated that he felt some of the committees were operating on an informal basis and that an update to the committee handbook to include procedures would be useful.

Mr. Hodgson suggested that the policy could address the responsibility of a committee chair to communicate important information to the Board.

**On a motion by Mr. Fuller, and seconded by Mr. Hodgson, the Board voted to approve the Board of Selectmen Liaison Program Policy as presented.** The vote was 4-0-0.

Review Revised Policy on CIP to include new vehicle stabilization fund: (02:02:45)

The Board reviewed the changes to the Capital Improvement

**On a motion by Mr. McGrath, and seconded by Mr. Hodgson, the Board voted to approve the revisions to the Policy Statement for the Capital Improvements Plan as presented.** The vote was 4-0-0.

Vote to post the October 27, 2014 Special Town Meeting Warrant: (02:10:14)

**On a motion by Mr. McGrath, and seconded by Mr. Hodgson, the Board voted to sign and post the October 27, 2014 Special Town Meeting Warrant.** The vote was 4-0-0.

Town Administrator’s Report: (02:14:33)

* IMA’s and BOS reasons to amend Home Rule Charter

The Board reviewed a memo to the Charter Review Committee for consideration of a Home Rule Charter change to authorize the Board of Selectmen to enter into Inter Municipal Agreements.

**On a motion by Mr. Hodgson, and seconded by Mr. McGrath, the Board voted to approve the draft memo as presented.**  The vote was 4-0-0.

* Update for BOS to submit to Planning Board on Orleans Comprehensive Plan Actions

The Board reviewed the updated Comprehensive Plan.

**On a motion by Mr. Fuller, and seconded by Mr. Hodgson, the Board voted to forward the Comprehensive Plan to the Planning Board as amended.** The vote was 4-0-0.

* Request from Chatham BOS for letter of support for Monomoy

The Board reviewed a draft letter of support for the Town of Chatham regarding the US Fish and Wildlife Monomoy National Wildlife Refuge Draft Comprehensive Conservation Plan request for comment.

**On a motion by Mr. McGrath, and seconded by Mr. Hodgson, the Board voted to authorize the Chair to sign and submit the letter as presented. T**he vote was 4-0-0.

Mr. Kelly provided the Board with an email from a citizen who reported pleasant experiences with a number of town staff members.

Liaison Reports: (02:22:03)

Mr. Fuller reported on a recent meeting of the Planning Board.

Mr. McGrath reported on a recent meeting of the Marine and Freshwater Quality Task Force.

Mr. Dunford reported on a meeting of the Nauset Regional School Committee.

Any Other Items for Future Agendas: 02:27:33)

Chairman Dunford reviewed the list of upcoming agenda items for the month of October.

Meet in Executive Session to discuss strategy with respect to collective bargaining:

**On a motion by Mr. Fuller, and seconded by Mr. McGrath, the Board voted to meet in executive session for the purpose of discussing strategy with respect to collective bargaining and that the Chair declare that an open meeting may have a detrimental impact on the negotiating position of the body, and to reconvene in open session solely for the purpose of adjournment.** The vote was 4-0-0, with Mr. McGrath, Mr. Fuller, Mr. Hodgson and Mr. Dunford all voting aye.

Chairman Dunford declared that an open meeting would have a detrimental impact on the bargaining position of the body.

**On a motion by Mr. Fuller, and seconded by Mr. McGrath, the Board voted to return to open session solely for the purpose of adjournment.** The vote was .4-0-0; with Mr. McGrath, Mr. Fuller, Mr. Hodgson and Mr. Dunford all voting aye.

Adjourn:

**On a motion by Mr. Fuller, and seconded by Mr. McGrath, the Board voted to adjourn.** The vote was 4-0-0.

The meeting adjourned at 8:35 PM.

Respectfully submitted,

Kristen Holbrook

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Sims McGrath Jr., Clerk