

**Wellfleet Board of Selectmen
Minutes of the Meeting of June 12 2012
Council On Aging Building, 7:00 p.m.**

Present: Chair Berta Bruinooge, Paul Pilcher, Dennis Murphy, Jerry Houk, and John Morrissey; Town Administrator Paul Sieloff.

Chair Berta Bruinooge called the meeting to order at 7:00 p.m.

Announcements, Open Session and Public Comment: Morrissey said that he attended a Cape Cod Selectmen & Councilor's Association meeting in Brewster on June 8, 2012. Pilcher mentioned that Harborfest organizers were still looking for volunteers. Houk announced that a Strawberry Festival would be held on Saturday, June 16, 2012 at Preservation Hall from 2:00 to 6:00 p.m. Mac Hay presented the Selectmen with a \$5,000 grant check from OysterFest/SPAT to the Wastewater Advisory Committee. Curt Felix said this was the second private donation made to the Town of Wellfleet for their oyster restoration work bringing the total up to \$7,000. This grant money funded two to three times more cultch for Wellfleet and will also be used to seek matching grant funds.

APPOINTMENTS

MOTION 12-0220: Pilcher moved to approve the appointment of Janet Drohan to the Board of Health with the term to begin July 1, 2012 and end June 30, 2015. Morrissey seconded the motion and it passed 5-0.

MOTION 12-0221: Morrissey moved to approve the appointment of Madeleine Entel to the Cultural Council with the term ending June 30, 2015. Houk seconded the motion and it passed 5-0.

REAPPOINTMENTS

MOTION 12-0222: Morrissey moved to approve the following committee reappointments. Murphy seconded the motion and it passed 5-0.

- Diane Galvin – Board of Assessors [term ends 6/30/15]
- John O'Hara – Board of Health [term ends 6/30/15]
- Richard M. Guernsey – Cable Advisory Board [term ends 6/30/13]
- Trudy Vermehen – Conservation Commission [term ends 6/30/15]
- Paul Cullity – Local Housing Partnership [term ends 6/30/13]
- Priscilla McChesney – Local Housing Partnership [term ends 6/30/13]

BUSINESS

Cape Cod Commission Report on wastewater issues: Paul Niedzwiecki from the Cape Cod Commission (CCC) gave an update on wastewater issues. Niedzwiecki spoke about a web-based program developed by the CCC that will allow Cape towns to identify areas with degrading water issues and then create a remediation model that can aid local municipalities to find local, cost-effective solutions to their individual wastewater issues. He said that a regional approach to the wastewater issue was being developed and, pending overall town approval, may be implemented someday on a location by location basis. The CCC will release the first section of their wastewater issue study at the end of June or early July 2012, which will explain CCC's current regional approach to the wastewater issue and proposed solutions to address future concerns. Morrissey was concerned that a regional solution to mitigating nitrogen would impose an unfair cost burden to smaller towns on the Cape. Niedzwiecki further explained that neither Barnstable County nor the CCC can impose regional solutions on towns but instead, their goal is to offer unique solutions on wastewater issues that takes into account each town's individual problems, and then have funds distributed with equanimity to each town to

solve their problems. Pilcher asked if a County entity could be created through the ballot process in the future to regulate this issue and Niedzwiecki responded affirmatively. Pilcher was also concerned that there is only one representative from the Outer Cape to the Special Committee on County Government and that decisions may be made without proper and proportional representation from the Outer Cape towns. He invited Niedzwiecki to return for another Saturday public meeting, as short notice was given to his last public presentation on wastewater issues in Wellfleet. Niedzwiecki closed by offering accolades to Curt Felix for his work in Wellfleet Harbor.

APPOINTMENTS (con't)

MOTION 12-0223: Houk moved to approve the appointment of Michele Olem to the Cultural Council with the term ending June 30, 2015. Murphy seconded the motion and it passed 5-0.

BUSINESS (con't)

Award: Sieloff congratulated Water Commission Chair Dan Wexman and the Environmental Partners Group for winning the Silver Award from the American Council of Engineers for their work on extending the Wellfleet Water System.

Selectmen participation in the Fourth of July Parade: The Selectmen who will be in Wellfleet on July 4, 2012 agreed to participate in 4th of July Parade. Their mode of transportation will be decided at a future date.

Recommended addition to Senior Tax Work Off eligibility rules and updated income caps¹: Suzanne Grout Thomas recommended two amendments to the Wellfleet Senior Tax Work-Off Program policy: 1.) Increase the earned write-off cap from \$750 to \$1,000 per household based on MGL c. 59 sec. 5K and 2.) Base the maximum income levels on the Fuel Assistance maximum income levels and to adjust that figure each fiscal year.

MOTION 12-0224: Houk moved to approve the amendments to the Wellfleet Senior Tax Work-off Program Policy. Murphy seconded the motion and it passed 5-0.

Final version of administrative level policies for Beach Fires²: Suzanne Grout Thomas presented a final list of guidelines for the issuance and enforcement of Beach Fire Permits, which will be posted on the Town website. Any violation of these guidelines will result in a \$50 fine for the first offense, a \$100 fine for the second offense and the denial of further beach permits for the remainder of the season. Pilcher asked Grout to add language that states the number of fires allowed at each beach can be changed at the discretion of the Beach Administration. Morrissey asked about enforcement issue and Grout responded that the Police Station will be called if there is a major issue. The Selectmen requested that a public hearing on the new \$100 beach fine be on the July 10, 2012 agenda.

MOTION 12-0225: Pilcher moved to approve the 2012 Town of Wellfleet Beach Fire Guidelines with the added language that states the number of fires allowed at each beach can be changed at the discretion of the Beach Administration, but not including the new \$100 fine. Murphy seconded the motion and it passed 5-0.

Surfing school fees/parking at White Crest Beach and Cahoon Hollow Beach parking issue³: Suzanne Grout Thomas presented a template for a temporary beach parking permit to be used by businesses offering surf lessons at various Wellfleet beaches. If permit is lost it will not be replaced and the business will be in charge of returning the parking permits at the end of the summer season.

MOTION 12-0226: Murphy moved to approve the temporary beach parking permit for surf lessons at Wellfleet beaches. Houk seconded the motion and it passed 5-0.

OpenCape License: Sieloff reviewed the one-year contract between the Town of Wellfleet and OpenCape. Pilcher asked for a clarification of two benefits: The microwave frequency will not be used for commercial benefits but for safety purposes only; and the fiber optic cable can be used for commercial benefits.

MOTION 12-0227: Pilcher moved to approve the OpenCape license and side letter document with the Town of Wellfleet⁴. Morrissey seconded the motion and it passed 5-0.

Barnstable County Health Department Service Contract:

MOTION 12-0228: Murphy moved to approve the Barnstable County Health Department Service Contract⁵ with Town of Wellfleet. Morrissey seconded the motion and it passed 5-0.

Proposed Fire Chief recruitment process: Sieloff presented a suggested process to recruit a new Fire Chief⁶ by soliciting a professional recruiter through the RFP process and then appointing a screening committee to interview potential candidates designated by the recruiter. Chief Silverman presented a suggested schedule for the hiring process⁷. Silvermen said that it was similar to the process used by Eastham for a new Police Chief and was very successful. He also mentioned that current and retired chiefs from the Cape would come forward to help the Selectmen in the decision making process. Murphy wants to enable the Selectmen to observe the process of a recruiter and screening committee if less than a quorum of Selectmen present. Pilcher said to avoid being in violation of Open Meeting Law, any discussion of qualifications should be done in a public setting. Berta wants applicants screened before finalists are reviewed by the Selectmen. Houk does not think the Selectmen should hire a professional recruiter and believes reviewing all applications is part of their elected duty. Pilcher suggested that the Selectmen need to make a decision three issues: 1.) Hiring a professional recruiter; 2.) Forming a screening committee to review candidates for the position of Fire Chief; and 3.) Adopting a schedule for the hiring process. Pilcher also suggested that the Town Administrator draft a memo to Department Heads asking for their comments and input, which will be shared with the Selectmen at the June 26, 2012 meeting.

MOTION 12-0229: Pilcher moved to hire a professional recruiter for the Wellfleet Fire Chief position. Morrissey seconded the motion and it passed 5-0.

MOTION 12-0230: Morrissey moved to form a screening committee of five people to review candidates for the Wellfleet Fire Chief position. Murphy seconded the motion and it passed 5-0.

MOTION 12-0231: Murphy moved to follow chief Silverman's suggested schedule for the hiring process as closely as possible for the new Wellfleet Fire Chief. Pilcher seconded the motion and it passed 5-0.

Change Order #2 for work on the Commercial Street and Holbrook Avenue Drainage Project: Sieloff agreed to meet with Environmental Partners Group to discuss any amendments and additional projects that need to be finished in regards to the paving and draining project on Commercial Street and Holbrook Avenue.

MOTION 12-0232: Murphy moved to approve the Change Order #2 for work on the Commercial Street and Holbrook Avenue Drainage Project⁸. Morrissey seconded the motion and it passed 5-0.

Board of Selectmen Goals: Pilcher reviewed a memo to the Selectmen outlining a process to set upcoming goals for the Board of Selectmen⁹ as well as presenting a final list of 2011-2012 Board of Selectmen Goals¹⁰. Each Selectmen read off their list and Pilcher recorded their goals, which he will compile and bring back to a future Board of Selectmen meeting.

MOTION 12-0233: Pilcher moved to approve the acceptance of 65 Designer's Road modified land purchase proposal for \$10,000¹¹. Murphy seconded the motion and it passed 5-0.

TOWN ADMINISTRATOR'S REPORT

Sieloff mentioned that Assistant Town Administrator Tim King was participating in an Emergency Shelter Training course this evening. Sieloff also proposed Tuesday, July 17, 2012 for the Open Meeting Seminar for the Board of Selectmen and Committee members at the Council On Aging at 6:00 p.m. Morrissey encouraged the Selectmen to strongly recommend committee and board members to attend. Sieloff distributed an invitation to the opening of the Bike Shuttle¹² to the Selectmen and announced that the FY 2012 CDBG grant was awarded to Truro that also covered Wellfleet and Provincetown's housing rehabilitation projects and

childcare subsidies for income eligible residents. Sieloff told the Selectmen that the Information Technology contract was signed by the Barnstable County Commissioners on Friday, June 8, 2012. Sieloff also announced he will be leaving his position in the fall of 2012 and would like to begin the recruitment process for a new Town Administrator.

FUTURE CONCERNS

The Selectmen agreed that the most pressing future concerns were the departure of the Town Administrator and Fire Chief and the beginning the search process for each in earnest. Pilcher asked that Cape Light Compact representative Kathy Hubby address concerns about that organization at a future Board of Selectmen meeting. Houk would like to address the issue of subletting Preservation Hall at a future Selectmen meeting. The Selectmen also announced that Linda Pellegrino was recently appointed to the Finance Committee by the Town Moderator.

CORRESPONDENCE REPORT

Murphy reviewed letters to the Selectmen in the Correspondence Report¹³.

MINUTES

MOTION 12-0234: Pilcher moved to approve the meeting Minutes from May 22, 2012 as revised. Morrissey seconded the motion and it passed 5-0.

MOTION 12-0235: Morrissey moved to approve the meeting Minutes from May 29, 2012 as revised. Pilcher seconded the motion and it passed 4-0-1 (Houk).

ADJOURNMENT

MOTION 12-0236: Murphy moved to adjourn the meeting. Houk seconded the motion and it passed 5-0. The meeting was adjourned at 9:27 p.m.

MOTION 12-0237: Bruinooge moved to take a ten minute break and then go into executive session with respect to collective bargaining negotiations and not return to the regular meeting. Pilcher seconded the motion. Bruinooge, Pilcher, Houk Morrissey and Murphy each said yes, and the motion passed 5-0.

Respectfully submitted,

Amy Voll, Executive Assistant

¹ Memo from Suzanne Grout Thomas: Senior Tax Work-off Program

² Town of Wellfleet Beach Fire Permit information

³ Surfing Lesson Parking Permit sample

⁴ OpenCape License Agreement with the Town of Wellfleet

⁵ Barnstable County Health Department Service Contract with Town of Wellfleet

⁶ Timothy King memo: Fire Chief Position Recruitment

⁷ Chief Silverman memo: Suggested schedule for the hiring process for new Fire Chief

⁸ Explanation memos and work order: Change Order #2 for work on the Commercial Street and Holbrook Avenue Drainage Project

⁹ Goal Setting for the Board of Selectmen, June 12, 2012 from Paul Pilcher

¹⁰ List of final BOS 2011-2012 Goals from meetings of June 28 and July 19, 2012

¹¹ Letter from LaTanzi, Spaulding & Landreth to George Chevalier re: 65 Designer's Road deed history

¹² Bike Shuttle Ribbon Cutting Ceremony 6/14/12

¹³ Board of Selectmen Correspondence Report 6/12/12