

**Wellfleet Board of Selectmen  
Minutes of the Meeting of July 31, 2012  
Council On Aging Building, 7:00 p.m.**

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

Chair Berta Bruinooge called the meeting to order at 7:02 p.m.

**Announcements, Open Session and Public Comment [7:00]**

- Murphy thanked Police Chief Fiset for clearing 300 feet of brush to increase the line of site on the intersection of Route 6 and Main Street.
- Houk announced that the Wellfleet Alzheimer's Association would hold a fundraiser and charity auction at the Inn at Duck Creeke on Sunday, August 12, 2012 from 3:00 p.m. to 7:00 p.m. A shuttle service will be provided from the Marina parking lot.
- Denny O'Connell reminded the public that the Friends of the Wellfleet Library Book fundraiser would take place on Sunday, August 5, 2012 from 9:00 a.m. to 1:00 p.m. in front of Town Hall.
- Janet Reinhart, Planning Board chair, asked the Selectmen to look into improved pedestrian signage near the pier restaurants because there are many tourists walking around and not seeing cars coming around the Kendrick Avenue corner. Bruinooge said the Selectmen would investigate the issue.

**APPOINTMENTS**

**Motion 13-0281:** Pilcher moved to appoint Dale Donovan to the Town Administrator Screening Committee for an indefinite term. Houk seconded the motion and it passed 5-0.

**Motion 13-0282:** Houk moved to appoint Robert Costa to the Fire Chief Screening Committee for an indefinite term. Morrissey seconded the motion and it passed 5-0.

**USE OF TOWN PROPERTY**

**Motion 13-0283:** Pilcher moved at approve the request from Rev. Fererico Carmona from the Wellfleet United Methodist Church to use Mayo Beach, close to the parking lot, every Sunday in August 2012 (4, 11, 18, 25) from 8:00 a.m. to 8:30 a.m. for approximately 20 people gathering for a 20 minute worship service. No fee for use of Town property applies. Murphy seconded the motion and it passed 5-0.

**Motion 13-0284:** Houk moved to approve the request from Robert Hankey and Dennis O'Connell from the Wellfleet Conservation Trust to use approximately six square feet near the breakwater at Indian Neck on Saturday, August 25, 2012 at 9:00 a.m. for a public memorial dedication ceremony for Durand Echeverria, PhD. No fee for use of Town property applies. *John Morrissey recused himself from the vote as he is a trustee of the Wellfleet Conservation Trust.* Pilcher seconded the motion and it passed 4-0-1 (Morrissey).

**Motion 13-0285:** Houk moved to approve a request from Chris Sammartano from Skylar Nelson, Inc. to use the parking lots at the Town Pier and Mayo Beach from Monday, August 6 to Thursday, August 9, 2012 from 6:00 a.m. to 8:00 a.m. to film dealer book and web images for a Chevy Traverse car dealership commercial. Sammartano offered to pay \$500, the processing fee and any police detail cost incurred to the Town. Murphy seconded the motion and it passed 3-2 (Morrissey/Pilcher).

**APPOINTMENTS, cont.**

The Board of Selectmen interviewed Sven Rudstrom, a second candidate for the Historical Review Board. Stephen Curley, another committee candidate who had been interviewed at the July 10, 2012 BOS meeting, asked to speak again to promote his appointment to the Historical Review Board. Curley read a statement and gave the Selectmen a petition<sup>1</sup> signed by residents supporting his appointment. Houk said Curley served on Planning Board and would

bring another perspective and sound judgment to the Board. Pilcher said he would vote against Curley's appointment because Curley had not been truthful about speaking with current Historical Review Board members about working harmoniously on issues and used the word 'collusion' when describing their past activities.

**Motion 13-0286:** Houk moved to appoint Houk to the Historical Review Board for a term ending June 30, 2017. Murphy seconded the motion and it passed 3-2 (Morrissey/Pilcher).

## **BUSINESS**

**Meeting with Fire Chief Executive Recruiter and Screening Committee to discuss goals:** Stephen Unsworth from BadgeQuest reviewed specific details of the Fire Chief Recruitment contract. An email address was established for Wellfleet residents to submit suggestions to the screening committee for choosing the next Fire Chief: [wellfleetfiresearch@comcast.net](mailto:wellfleetfiresearch@comcast.net). A discussion ensued amongst the Selectmen about who will set the qualifications for the ad to recruit a new Fire Chief. It was decided that the Selectmen would speak individually to BadgeQuest and offer suggestions. BadgeQuest would draft the wording and a final ad would be voted on at the next Board of Selectmen meeting. Questions also ensued about residency requirements. Bruinooge said that there should not be a residency requirement, only that the next Fire Chief should live within a reasonable distance from the Town. Janet Loewenstein, a member of the Fire Chief Screening Committee, suggested that any recommendation from the Selectmen should come to the screening committee in writing.

**Conservation restriction document for 'Clover Property':** *John Morrissey recused himself from the vote as he is a trustee of the Wellfleet Conservation Trust.*

**Motion 13-0287:** Pilcher moved for the Selectmen to approve the conservation restriction on the 'Clover Property', previously approved at the April 2012 Town Meeting and by the Conservation Commission. Houk seconded the motion and it passed 4-0-1 (Morrissey).

**Approval of mechanical engineering contract for Library HVAC project:** Assistant Town Administrator Tim King reviewed the mechanical engineering contract, awarded to Coastal Engineering Company, Inc. in response to a request for proposal from the Town of Wellfleet<sup>3</sup>, and asked for the Selectmen's approval of the final contract.

**Motion 13-0288:** Murphy moved to approve the mechanical engineering contract awarded to Coastal Engineering Company, Inc. for the Library HVAC project. Morrissey seconded the motion and it passed 5-0.

**LED bulb upgrade of Town street lights:** Assistant Town Administrator Tim King reviewed a proposed project from Cape Light Compact<sup>4</sup> to replace all streetlights with LED bulbs and fittings. Mark Vincent from the DPW has identified 6-8 street lights on Main Street from the Library to Briar Lane to be tested in a pilot program before the project is implemented Town-wide in approximately 18 months. King explained that the Selectmen needed to approve the project in order to proceed with the project.

**Motion 13-0289:** Pilcher moved to approve proceeding with the Cape Light Compact pilot program to upgrade Town street lights with LED bulbs and fittings. Murphy seconded the motion and it passed 5-0.

**Review prioritized list of BOS goals:** Pilcher reviewed a memo that prioritized Board of Selectmen goals for FY2013<sup>5</sup>. The first eleven goals will be placed on future Board of Selectmen agendas for discussion. The Selectmen collectively thanked Pilcher for his efforts in organizing the goals. Bruinooge also thanked Morrissey for his memo on unfunded liabilities for employee benefits.

**Select Town Administrator Executive Recruiter:** Sieloff distributed the modified Town Administrator Executive Recruiter proposal from MMA, with a \$2,000 fee reduction<sup>6</sup>. Modifications to the proposal include the Administration Office assuming the following duties: placing the advertisement for the position; collecting resumes, inputting information into a spreadsheet and creating PDF files for all resumes to be sent to MMA, and sending email updates to all candidates. The Administration Office will keep the resumes secure at Town Hall and provide copies to the TA Screening Committee. Bruinooge requested that all resumes be sent to the attention of Amy Voll at Town Hall for confidentiality purposes. Sieloff would like to close the date to accept resumes in mid-September and provide all resumes to the Screening Committee by the end of the month to vet finalists. MMA will bill the Town of Wellfleet monthly for service. Any qualified applicant who lives or works in Wellfleet will

automatically go to the Screening Committee. Murphy clarified that the company MMA does not stand for the Massachusetts Municipal Association but rather was the initials of the company owner.

**Motion 13-0290:** Pilcher moved to select MMA, Inc. as the executive recruiter for the Wellfleet Town Administrator position at a fee of \$10,880. Murphy seconded the motion and it passed 5-0.

The Selectmen discussed the possibility of holding a Special BOS meeting on August 7, 2012 to meet with MMA, the Town Administrator Recruiter. Suzanne Grout Thomas said she would check to see if there was a room available at the COA to hold the meeting.

### **TOWN ADMINISTRATOR'S REPORT**

- Sieloff reviewed a memo from Assistant Town Administrator Tim King that summarized the transition process and future needs of the Barnstable County Information Technology Department<sup>7</sup>.
- Sieloff reviewed a request to amend a bid on Town property from George Chevalier. The original terms included a payment of \$10,000 to the Town and an open space restriction on the property. Chevalier asked to build a shed and a small fence, and also count square footage of the land to enable a small one room addition to the house once the title issues are clear within 10-20 years. Sieloff had vetted the amendments through Town Counsel and they had no issue with the modifications.

**Motion 13-0291:** Pilcher moved to allow the Town Administrator to negotiate adding a fence and shed to the property but not the ability to add square footage for a house addition. Bruinooge seconded the motion and it failed to pass 2-3 (Morrissey, Murphy, Houk).

**Motion 13-0292:** Morrissey moved to put the Town property in question back out to bid for \$10,000 with the original open space restriction. Houk seconded the motion and it passed 4-1 (Pilcher).

- Sieloff mentioned two personnel issues: Patrice Carson has been chosen as a contractor to assist with Town planning issues<sup>8</sup>. Carson will report to work two times per month. Marcus Costonis was hired to be Assistant Health and Conservation agent. After a discussion amongst the Selectmen on who had the authority to hire individual contractors, Houk agreed with Sieloff that the authority did rest with the Town Administrator.

### **CORRESPONDENCE REPORT**

Dennis Murphy gave an overview of the Correspondence Report. A copy was made available for review.

**Motion 13-0293:** Murphy moved to approve the amended Minutes of July 10, 2012. Pilcher seconded the motion and it passed 5-0.

**Motion 13-0294:** Pilcher moved to approve the amended Minutes of July 17, 2012. Murphy seconded the motion and it passed 5-0.

### **ADJOURNMENT**

**Motion 13-0295:** Houk moved to adjourn the meeting at 9:11 p.m. Murphy seconded the motion and it passed 5-0.

Respectfully submitted,  
Amy Voll, Executive Assistant

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<sup>1</sup> Petition signed by residents to appoint Steven Curly to the Historical Review Board

<sup>2</sup> Conservation Trust Conservation Restriction for the Clover Property 7/19/12

<sup>3</sup> Mechanical Engineering Proposals for Library HVAC System 7/26/12

<sup>4</sup> Cape Light Compact Streetlight Initiative Proposal 5/18/12

<sup>5</sup> Board of Selectmen Goals 2012-2013

<sup>6</sup> Memo outlining the MMA revised agreement for the Town Administrator Recruitment position

<sup>7</sup> BCIT memo update from Tim King 7/19/12

<sup>8</sup> Consultant agreement between the Town of Wellfleet and Patrice L. Carson