

**Wellfleet Board of Selectmen
Minutes of the Meeting of December 10, 2013
Council On Aging Building, 7:00 p.m.**

Present: Berta Bruinooge, John Morrissey, Dennis Murphy, Paul Pilcher; Town Administrator Harry Sarkis Terkanian.

Regrets: Jerry Houk

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

Announcements, Open Session and Public Comment

- Paul Pilcher announced that the Wellfleet holiday stroll would be held the weekend of December 14-15, 2013.
- From the audience Lilli Green reviewed information¹ regarding the filing of Cape Light Compact's (CLC) Aggregation Plan as requested by the Department of Public Utilities and urged Wellfleet's representatives to the CLC Governing Board to delay a vote to adopt the proposed revision to the plan at their December 11, 2013 meeting pending additional public input and scrutiny.
- From the audience, Sylvia Smith asked if people needed a transfer station sticker if recycling was their only purpose of visiting the transfer station. Terkanian answered that no transfer station sticker is needed for recycling and information would be updated on the Town web site.
- Police Chief Ron Fisette said Wellfleet and Eastham Police and Fire Departments would be sponsoring the annual movie and visit from Santa on Saturday, December 14, 2013. They would also be collecting toys for tots.

Licenses

Motion 14-0104: Murphy moved to approve the following Annual Business License renewals: Blackfish Variety, Bookstore & Restaurant, Catch of the Day, Cumberland Farms, Even'Tide Motel & Cottages, Hatch's Fish Market, Van Rensselaer's, Wellfleet Motel & Lodge. Morrissey seconded the motion and it passed 4-0.

Motion 14-0105: Pilcher moved to approve the Weekday Entertainment License for Wellfleet Preservation Hall. Morrissey seconded the motion and it passed 3-0-1 (Bruinooge recused herself from the vote).

Appointments

Motion 14-0106: Pilcher moved to approve the interim appointment of Bertram (Chip) C. Bruce, Jr. to the Library Board of Trustees until the 2014 Annual Town Election. Murphy seconded the motion and it passed 4-0.

Public Hearing(s) [7:15]

Community Preservation Act

Wellfleet Community Preservation Coordinator Mary Rogers reviewed the 2013 Community Preservation Act Needs Assessment List² focusing on community needs for Housing, Historic Preservation, Open Space and Recreation. Rogers urged all those interested in Historic Preservation to visit the MA Historical Commission website (<http://mhc-macris.net/>). Rogers invited Murphy to come before the Community Preservation Committee Board to speak about the harbor dredging issue after he asked if the board would consider reviewing the need as a recreation issue. Pilcher would like to see an enhanced summer childcare program developed through the recreation program. The Board also applauded efforts to gain housing on National Seashore property for use as Senior Affordable Housing. Rogers concluded the hearing by announcing that the state had awarded Wellfleet a \$319,521 Community Preservation allocation.

One Day Liquor License

Motion 14-0107: Morrissey moved to approve the request received from Addison Art Gallery for a one day Beer and Wine license on July 19, 2014 from 5:00 p.m. to 7:00 p.m. at the Wellfleet Public Library. Murphy seconded the motion and it passed 4-0.

Restaurant Extension of Hours

Motion 14-0108: Murphy moved to approve the request received from Caroline Parlante requesting permission for the Bombshelter Pub to remain open until 2:00 a.m. on New Year's Eve, December 31, 2013 into New Year's Day, January 1, 2014. Pilcher seconded the motion and it passed 4-0.

Change of Manager

Motion 14-0109: Morrissey moved to approve the request received from Wellfleet Marketplace for a change of Manager from Paul J. Sousa to Robert W. Medeiros. Pilcher seconded the motion and it passed 4-0.

Shellfish

Motion 14-0110: Murphy moved to approve the application received from Bradford Morse and William Barrio to transfer shellfish grant licenses #852, 852A and 852B from Bradford Morse and William Barrio to Bradford Morse, William Barrio and Diane Brunt. Morrissey seconded the motion and it passed 4-0.

Appointments, cont.

Motion 14-0111: Murphy moved to appoint Robert E. Burns as a full time Police Officer from with an appointment term from December 16, 2013 through June 30, 2015. Morrissey seconded the motion and it passed 4-0.

Reappointments

Pilcher agreed to renew the appointments of the Shellfish Department staff and would like to see job descriptions and measurable objectives for review.

Motion 14-0112: Morrissey moved to appoint Andrew Koch as Shellfish Constable for a three year term ending December 31, 2016. Pilcher seconded the motion and it passed 4-0.

Motion 14-0113: Murphy moved to appoint Christopher Manulla as Deputy Shellfish Constable for a three year term ending December 31, 2016. Morrissey seconded the motion and it passed 4-0.

Motion 14-0114: Pilcher moved to appoint John Mankevetch as Assistant Shellfish Constable for a three year term ending December 31, 2016. Murphy seconded the motion and it passed 4-0.

Use of Town Property

Motion 14-0115: Pilcher moved to approve the application received from Tracy Plaut of Wellfleet Preservation Hall to request the use of the parking lot opposite Preservation Hall for a vendor fair supported by the Chamber of Commerce during the Holiday Stroll on Saturday and Sunday, December 14-15, 2013 from 8:00 a.m. to 5:00 p.m. Morrissey seconded the motion and it passed 3-0-1 (Bruinooge recused herself from the vote). [Processing fee: \$20.00. Use of Town Property fee: \$100]

Business

Authorization to fill Firefighter/EMT vacancy

Motion 14-0116: Morrissey moved to authorize Fire Chief Richard Pauley to fill the vacant full-time Firefighter/EMT vacancy created by the departure of Steven Coombs³. Murphy seconded the motion and it passed 4-0.

Review and discuss policy for use of town property

Pilcher asked to revisit Use of Town Property policy and procedures⁴ now that third party groups are hosting events on Town property and charging admission, using OysterFest as an example. Pilcher believes that the present \$500 per parcel limit is too low. Terkanian does not think our Use of Town Property policy covers

issues like liability, licensing, clean up, etc. sufficiently and wants to create a better guidance document. From the audience, Arlene Hirsh suggested that the Finance Committee can help work to revise the current policy. The Selectmen agreed that Terkanian should present a charge for a committee that will review Use of Town Property issues and make recommendations. Bruinooge wants the Selectmen to continue reviewing all Use of Town Property requests because she thinks that it is a good idea for the Selectmen to know what is going on in the Town.

Further expansion of municipal water system

Ron Koontz from the USDA alerted the Town that the agency had another \$3.5 million to disburse by the end of the year for further expansion of the Wellfleet Water System⁵. Justina Carlson and Jim Hood from the Board of Water Commissioners said the terms of the USDA allocated would consist of 1/3 grant dollars and 2/3 loan with an interest rate of 2.5% to 3.5% if the Town can prove that the expansion is detrimental to addressing water quality issues. Responding to a question from Selectman Murphy, Carlson and Hood said that the proposed expansion would not include South Wellfleet and that they reviewed a map of proposed expansion areas prepared by Environmental Partners⁶. Although Terkanian did not think that the Town had exhausted the first appropriation approved at Town meeting to cover the loan portion of the USDA allocation for expansion, several of the Selectmen were concerned that the grant portion of distribution was less than the loan amount and the Town already had several capital improvement projects in need of immediate consideration. Terkanian reviewed his concerns; there is a water expansion project already in the works that the Town must assimilate, there is no assurance that the water system will pay for itself over an extended period of time, and that the Town must balance the need to expand the water system with addressing other infrastructure needs of the Town. Carlson said that there may be additional funding available in March from the USDA and wanted to assure Koontz that an additional expansion of the water system was still a priority for the Town. Pilcher agreed that there was still a pressing need to address water quality issues through an expansion of the water system but he is inclined to wait if there will be a better deal down the road. Morrissey would feel more comfortable moving forward if the master plan for the water system was updated (current plan 10 years old) and recertified at Town Meeting. Pilcher would also like to see a clear document that outlines a master plan for all borrowing. Terkanian assured Pilcher that Administration is working on a comprehensive plan that will address future borrowing issues. Carlson suggested asking Koontz for a small amount of money to update the master plan and create a request for proposal for future water system expansion. Terkanian and the Selectmen agreed that this was a good first step. Morrissey concluded the discussion by offering appreciation for all of the work done by the volunteer Board of Water Commissioners.

Beach Parking Task Force Report

Terkanian reviewed the findings of the Beach Parking Task Force⁷ and noted that recommendations will fold into budget discussions. Pilcher concluded from the report that nothing will prevent the ultimate loss of parking areas along Wellfleet Beaches. Bruinooge recommended asking for funding at Town Meeting to undertake a feasibility study to expand beach parking. Morrissey suggested developing a parking area on Town owned property at Whitecrest Beach and working with the National Seashore to expand parking opportunities on their property, as a reduction in Wellfleet parking may put a strain on their resources. Murphy noted that in the short term, the DPW has a large reserve of sand and a depleted supply of clay hardening used to build the ramps at the Wellfleet beaches. Murphy suggested using the sand the form the grade of the dune and less hardening material, as the waves tend to break off clay in huge chunks while sand naturally replenishes the slope. The Selectmen discussed a future move of Ocean View Drive at critical erosion points. Terkanian will prepare a budget summary of recommendations to discuss during the budget review process. Bruinooge asked that the Beach Parking Task Force report be posted to the Town website.

Contract award for Bakers Field Restroom Project design

Terkanian noted that the Building and Needs Assessment Committee approved the qualifications of the bid-winning architect but Administration was not prepared to seek final award approval from the Selectmen at this time. Terkanian is still in the process of negotiating terms of the award.

Discuss alternatives to closure of Orleans septic waste facility

Murphy wanted to make the public aware that the Tri-Town Septic facility in Orleans is scheduled to close on September 1, 2014. When the facility closes, maintenance pumping of septic systems in Wellfleet will cost \$600 more because of transport costs to the nearest facility in New Bedford. Murphy suggested working with neighboring towns to request that Orleans extend the closure date.

Support for Massachusetts Coastal Coalition letter regarding FEMA Maps⁸

The Selectmen agreed to take no action on this issue.

FY 2015 Budget

Terkanian distributed copies of the draft FY2015 budget⁹. The Selectmen and Finance Committee will review the document at their joint meeting on December 12, 2013.

Early closure of non-essential town offices on December 24, 2013

Motion 14-0117: Morrissey moved to approve the early closure of municipal offices except for essential personnel on Tuesday, December 24, 2013. Pilcher seconded the motion and it passed 4-0.

Approval of Board of Selectmen 2014 Meeting Schedule

Motion 14-0118: Murphy moved to approve the 2014 Board of Selectmen meeting schedule¹⁰ as printed to be changed by the Selectmen as needed. Pilcher seconded the motion and it passed 4-0.

Town Administrator's Report

Town Administrator Harry Terkanian reviewed the Town Administrator's report¹¹.

Future Concerns

- Pilcher asked for a review of the discussion on Town-owned land. Terkanian will provide Pilcher an updated list of properties for review.
- Morrissey would like to get a report from ConsCom and Conservation Agent about the Mayo Creek change from freshwater marshland to salt water marshland at one of the February BOS meetings. Terkanian also suggested discussing the widening of Duck Creek.

Correspondence and Vacancy Report

John Morrissey had prepared the Correspondence Report¹². A copy was made available for review.

Minutes

Motion 14-0119: Murphy moved to approve the minutes of the November 26, 2013 BOS meeting¹³ as printed. Morrissey seconded the motion and it passed 4-0.

Adjournment

Motion 14-0120: Murphy moved to adjourn the meeting. Morrissey seconded the motion and it passed 4-0. The meeting was adjourned at 8:53 p.m.

Respectfully submitted,

Amy Voll, Executive Assistant

¹ 2013-12-08 "Report to Assembly" and other materials provided by Lilli Green

² 2013 CPA Needs Assessment List

³ 2013-12-05 resignation memo by Fire Chief Richard Pauley

⁴ Use of Town Property policy, procedures and motion history

⁵ 2013-12-04 Terkanian memo "Possible Funding for Additional Water System Expansion"

⁶ Proposed Water System Expansion map prepared by EPG

⁷ 2013-12-10 Report of the Beach Parking Task Force

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- ⁸ Sample letter of support for the MA Coastal Coalition
 - ⁹ 2013-12-10 Draft FY2015 Budget
 - ¹⁰ Proposed 2014 Board of Selectmen meeting schedule
 - ¹¹ 2013-12-10 Harry Terkanian Town Administrator's Report
 - ¹² 2013-12-10 Correspondence Report
 - ¹³ 2013-11-26 BOS minutes