

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

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

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

Announcements, Open Session and Public Comment

- Jerry Houk and Berta Bruinooge thanked citizens for participating in Town Meeting and the elections, and returning them office. Houk also thanked Mary Ellen Manning for her participation in the race.
- Town Administrator Harry Terkanian announced the following:
 - On April 10 Gov. Patrick filed a request for a federal disaster declaration for 14 Massachusetts counties including Barnstable County. If issued by the federal government, Wellfleet could be eligible for reimbursement of up to 75% of eligible costs for repairing, restoring and/or reconstructing public facilities and infrastructure damaged or destroyed by the storm, as well as the costs of removing storm debris and storm-related, non-snow removal and overtime costs for first responders.
 - Cape Light Compact has requested comments about the street light LED retrofit project installation on West Main and Briar Lane. The decision to participate due by June 14th.
- Police Chief Ron Fisette reminded citizens that Wellfleet will hold a Gun Buy Back program from May 11-19, 2013. A \$1,000 donation was made to help promote the program. Additional information is available on the Town website.
- Bruinooge reminded the Selectmen that the BOS letter for the 250th anniversary time capsule was due on June 2, 2013. The Selectmen unanimously chose Paul Pilcher to write a draft and share with the Selectmen for input.
- The next Board of Selectmen meeting has been moved from May 28, 2013 to May 21, 2013.
- Houk welcomed John Morrissey back at the Selectmen meeting after his brief illness.

Appointments

Motion 13-0172: Murphy moved to approve the appointment of Wellfleet Special Police Officers from the National Park Service: Leslie Reynolds, Christopher Anderson, Eric Trudeau, Timothy Morrison, Craig Thatcher, W. Russell Hughes, Christopher L. Williams, Steve Glaser, Christopher Hartsgrove, Sean Kelly; the reappointment of Jared Meegan, Scott Higgins, Laceio De Oliveira, Joseph Conroy and Brian Sklut as Wellfleet Special Police Officers; the reappointment of Kevin LaRocco, George Spirito as Wellfleet Full Time Police Officers. All officers are appointed or reappointed to a term from July 1, 2013 through June 30, 2014. Morrissey seconded the motion and it passed 5-0.

Motion 13-0173: Murphy moved to approve the appointment of Martha Gordon to the Local Housing Partnership for a one year term ending 6/30/14; Olga Kahn to the Historical Commission, completing Jean Nelson's term ending 6/30/15; Patricia Shannon to the Council On Aging Committee, completing Ellen Ishkanian's term ending 6/30/14; Harry Sarkis Terkanian as the Parking Clerk for a one year term ending 6/30/14. Morrissey seconded the motion and it passed 5-0.

Reappointments

Motion 13-0174: Bruinooge moved to approve the following committee reappointments with the exception of Paul Pilcher. Pilcher seconded the motion and it passed 5-0:
John Cumbler – Bike and Walkways Committee [three year term, ends 6/30/16]

Kevin Toomey – Bike and Walkways Committee [three year term, ends 6/30/16]
Nancy Vail – Board of Assessors [three year term, ends 6/30/16]
Richard Willecke – Board of Health [three year term, ends 6/30/16]
Sean Donoghue – Building & Needs Assessment Committee [three year term, ends 6/30/16]
Thomas Cole – Cable Advisory Board [one year term, ends 6/30/14]
Richard M. Guernsey – Cable Advisory Board [one year term, ends 6/30/14]
Betsy Williams – Cable Advisory Board [one year term, ends 6/30/14]
Richard Elkin – Cape Light Compact Governing Board Alternate [two year term, ends 6/30/15]
Barbara E. Gray – Cable Advisory Committee for a one year term ending 6/30/14
Manuel Smith – Citizens Economic Development Committee [one year term, ends 6/30/14]
Judith Stiles – Citizens Economic Development Committee [one year term, ends 6/30/14]
Martha Wilson – Citizens Economic Development Committee [one year term, ends 6/30/14]
Ned Hitchcock – Comprehensive Wastewater Planning Committee [three year term, ends 6/30/16]
Carol (Terry) Gips – Conservation Commission [three year term, ends 6/30/16]
Lauren McKean – Conservation Commission [three year term, ends 6/30/16]
Brian Quigley – Council On Aging Committee [three year term, ends 6/30/16]
Evelyn Savage – Council On Aging Committee [three year term, ends 6/30/16]
Robin Slack – Council On Aging Committee [three year term, ends 6/30/16]
John F. Smith – Historical Commission [three year term, ends 6/30/16]
Paul Cullity – Local Housing Partnership [one year term, ends 6/30/14]
Stephen Durkee – Local Housing Partnership [one year term, ends 6/30/14]
Bruce Hurter – Local Housing Partnership [one year term, ends 6/30/14]
Barbara Knapp – Local Housing Partnership [one year term, ends 6/30/14]
Priscilla McChesney – Local Housing Partnership [one year term, ends 6/30/14]
Gary Sorkin – Local Housing Partnership [one year term, ends 6/30/14]
Judy Taylor – Local Housing Partnership [one year term, ends 6/30/14]
Frederick Felix – Marina Advisory Committee [three year term, ends 6/30/16]
Joel Fox – Marina Advisory Committee [three year term, ends 6/30/16]
Alice Iacuesa – Marina Advisory Committee [three year term, ends 6/30/16]
William Iacuesa – Marina Advisory Committee, Alternate [three year term, ends 6/30/16]
Bruce Hurter – Open Space Committee [one year term, ends 6/30/14]
Robert Hubby – Open Space Committee [one year term, ends 6/30/14]
Robert Jackson – Open Space Committee [one year term, ends 6/30/14]
Janis Plaue – Open Space Committee [one year term, ends 6/30/14]
Nancy Rea – Open Space Committee [one year term, ends 6/30/14]
Thomas Slack – Open Space Committee [one year term, ends 6/30/14]
Lynn Southey – Open Space Committee [one year term, ends 6/30/14]
Lois Rustia – Personnel Board [three year term, ends 6/30/16]
Elisabeth Smith – Personnel Board [three year term, ends 6/30/16]
Jaya Karlson – Recycling Committee [three term, ends 6/30/16]
Andrea Pluhar – Recycling Committee [three term, ends 6/30/16]
Bruce Drucker – Zoning Board of Appeals [three year term, ends 6/30/16]
Theodore Heyliger – Zoning Board of Appeals [three year term, ends 6/30/16]
Michael Lynch – Zoning Board of Appeals, Alternate [three year term, ends 6/30/16]

Motion 13-0175: Morrissey moved to approve the appointment of Paul Pilcher to the Outer Cape Intermunicipal Committee for a one year term ending 6/30/14. Murphy seconded the motion and it passed 4-0-1.

Use of Town Property

Motion 13-0176: Murphy moved to approve the application received from Daniel Murray, General Manager of the Beachcomber, to use the front lot of the Cahoon Hollow beach parking lot on Saturday, September 14, 2013 from 12 noon to 9:00 p.m. Application fee: \$20. Use of Town Property fee: \$100. Pilcher seconded the motion and it passed 5-0.

Public Hearing(s) [7:20]

Motion 13-0177: Murphy moved to approve the application received from Jody Craven, Cape Cod Bay Challenge, for a one-day Beer and Wine License at Baker's Field on Saturday, August 17, 2013 from 3:00-9:00 p.m. Morrissey seconded the motion and it passed 5-0.

Use of Town Property, cont.

Motion 13-0178: Pilcher moved to approve the application received from Judy Schmitt from the Wellfleet Gardeners to use the driveway between Town Hall and Abiyoyo on Saturday, May 25, 2013 from 7:00 a.m. to 2:00 p.m. for their Annual Plant Sale. No application or Use of Town Property fee applies. Murphy seconded the motion and it passed 5-0.

Motion 13-0179: Pilcher moved to approve the application received from Barbara Back and Jedd Bellman to use Newcomb Hollow Beach on Friday, September 20, 2013 from 7:30 to 11:00 p.m. to hold a 'welcome bonfire' for wedding guests. Application fee: \$20. Use of Town Property fee: \$100. Houk seconded the motion and it passed 5-0.

Motion 13-0180: Murphy moved to approve the application received from Zena Bibler and Katie Baer Schetlick to use the following Town properties for the Fleet Moves Dance Festival: (1) Town Hall lawn, Wellfleet Harbor and Uncle Tim's Bridge for various on-site performances, arranged through the Police Chief, throughout the week of July 8-12, 2013 (Mon-Fri). (2) White Crest parking lots and White Crest Beach on Friday, July 12, 2013 from 4:30 a.m. to 6:30 a.m. for a dawn performance. No application or Use of Town Property fee applies. Morrissey seconded the motion and it passed 5-0.

Motion 13-0181: Houk moved to approve the application received from Todd LeBart from the Beachcomber Restaurant to use the Cahoon Hollow parking lot - Cahoon Hollow Road from Ocean View Drive to the Cahoon Hollow Parking lot on from May 23, 2013 to May 27, 2013 from 9:00 a.m. to 1:00 a.m. The purpose of this request is to regulate traffic and park cars in an orderly and legal manner during the Memorial Day Holiday weekend. Terkanian requested that a certificate of liability be provided by the Beachcomber and there be no parking charge for beach sticker holders. No application or Use of Town Property fee applies. Murphy seconded the motion and it passed 5-0.

A Use of Town Property request from Beth Bremer was postponed until the May 21, 2013 Board of Selectmen meeting.

Business

Support for the Gull Pond housing project

Motion 13-0182: Pilcher moved to approve the Community Housing Resources, Inc. request to sign a letter of support and endorse a Department of Housing and Community Development Local Initiative Program application to secure a Subsidizing Agency for the Gull Pond housing project¹. Murphy seconded the motion and it passed 5-0.

Terkanian requested a revised copy of the Gull Pond Project Confirmatory Deed and Waiver for signature by the next Board of Selectmen meeting on May 21, 2013.

Assembly of Delegates update

Ned Hitchcock, the Wellfleet Representative to the Barnstable County Assembly of Delegates (AOD), gave an update on the Assembly's activities and budget review process (the budget was approved by the AOD on May 1, 2013). AOD has continued concerns about the Cape Light Compact (CLC) and Cape & Vineyard Electric Cooperative (CVEC), including the funding of salaries and open meeting law violations. Hitchcock also reviewed the proposed government reorganization for the Assembly of Delegates and Barnstable County government. Town Administrator Harry Terkanian does not support the election of one at-large delegate to represent the five smaller Cape towns, adding that the smaller towns would 'lose their voice' in a true representative government. Terkanian would like an opportunity to testify on behalf of maintaining one representative to the AOD from each town. Pilcher reviewed a cost analysis on the proposed reorganization and concluded that there was no cost saving or efficiency to the plan. From the audience, Roger Putnam, Wellfleet's representative to the Cape Cod Commission, said that Wellfleet will lose their vote if the reorganization is adopted: 'It is bad for this Town and bad for the Cape.'

Review of Police Department staffing

Chief Fisette reviewed the status of three officers out on 111F or medical leave² as well as the proposed application and interview process for hiring a new officer in the event of a retirement or resignation. Fisette's goal is to maintain a staff of 12 officers.

Plans for beach parking and possible shuttle service

David Rheault, Chair of the Citizens Economic Development Committee, expressed several concerns about the perception of 'closed beaches' and limited parking due to storm damage and offered potential solutions to offset those issues, including an idea discussed with National Park Service Superintendent George Price to share electric tram service. Town Administrator Harry Sarkis Terkanian suggested setting up a Beach Parking Task Force³ consisting of members from the DPW, Police, Beach, Conservation Commission, Citizens for Economic Development Committee and the Wellfleet Chamber to make recommendations on beach parking, public transportation, parking meters and the construction of new parking areas. Terkanian would like the transportation discussion to be an inclusive process and will solicit membership to the task force from the public. Pilcher asked the Administration to explore alternative transportation options for the upcoming season and plan an educational campaign to counteract the perception that Wellfleet is 'closed for business.' Beach Administrator Suzanne Grout Thomas thinks Wellfleet is 'in good shape' for the summer season, as the parking loss from the storm damage was minimal compared with original projections. Thomas will work with the Chamber on summer promotion. Pilcher wants the Town to revisit any business applications that come in for a proposed taxi or shuttle service.

Motion 13-0183: Pilcher moved to establish a Beach Parking Task Force that will submit a report to the Selectmen on or before September 16, 2016. Murphy seconded the motion and it passed 5-0.

Status of Easement Agreement for CYCC Lot L1

Terkanian told the Selectmen that he and attorney Michael Ford have worked out the final terms of the easement agreement for Lot L1 and he will present it to the Selectmen at the May 21, 2013 meeting for signature.

Execute Engineering Services Agreement for Water System Phase 2

Motion 13-0184: Murphy moved to approve the engineering services agreement for Phase 2 of the Wellfleet Water System with Environmental Partners, Inc.⁴ Pilcher seconded the motion and it passed 5-0.

Policy on Designer Selection Procedures

Terkanian presented a proposed revision to BOS Policy 2001-1 – the Designer Selection Policy that will serve as a procurement guide to the Baker’s Field restroom project as well as any future large public works and building projects. Hugh Guilderson, Chair of the Building Needs and Assessment Committee, had several questions regarding the policy revision that were addressed by Harry Terkanian. The BOS came to a consensus to move forward with a seconded reading of the proposed policy.

Board of Selectmen reorganization:

Motion 13-0185: Pilcher moved to reappoint Bruinooge as the Board of Selectmen Chair. Houk seconded the motion and it passed 4-0-1.

Motion 13-0186: Murphy moved to reappoint Pilcher as the Board of Selectmen Vice-Chair. Morrissey seconded the motion and it passed 4-0-1.

Motion 13-0187: Houk moved to appoint Morrissey as the new Board of Selectmen Clerk. Murphy seconded the motion and it passed 4-0-1.

Town Administrator’s Report

Town Administrator Harry Terkanian reviewed the Town Administrator’s report⁵, which contained supplementary information on the following issues:

- Additional Administrative Actions – Personnel: The Accounting Clerk’s hours will increase from 19 to 25 to cover additional workload and to provide coverage in the collector’s office (the current Collector’s Clerk is leaving as of May 8, 2013).
- DPW Director Mark Vincent will be out of the office the weeks of May 6 and 13, 2013.

Future Concerns

Terkanian reviewed issues for future consideration:

- Pilcher asked the Town Administrator to research forming a committee to administer the aid to the elderly taxation fund and report back to the BOS at the May 21, 2013 meeting.
- Pilcher would like to work with Terkanian to set up guidelines to manage the Economic Development Fund distribution to applicable local businesses and share the process at a future BOS meeting.
- Pilcher wants to lend the support of the BOS to the Shellfish Advisory Board to help find solutions to issues surrounding the quahog population.
- Pilcher would like to review the BOS Goals at the June 4, 2013 meeting.
- Terkanian said that the Town needs to engage an auditor by June 1, 2013 per Charter Section 7-7-1. He will have an engagement letter from Powers and Sullivan at the May 21, 2013 meeting. Murphy asked if the Administration will explore the possibility of engaging a different auditor next year.
- Terkanian will present a draft financial policy, which has already been reviewed by the Town Accountant and Town Treasurer, at the May 21, 2013 BOS meeting.
- Terkanian received term sheets from Covana and ABC Disposal. As the BOS must take action on the matter by June 30, Terkanian requested that the discussion be placed on the June 4, 2013 BOS meeting agenda.
- The inspection of the Wellfleet Elementary School roof will take place on May 15, 2013.
- Morrissey asked if the Transfer Station landfill monitoring can be bid out (‘yes’) and for a multiple year contract (‘up to 3 years’).

- Houk would like to set up a meeting with the School Committee to address expanded preschool services. Houk would also like to set up a joint meeting between the BOS and Planning Board to discuss potential revisions to the Town's zoning bylaws.

Correspondence and Vacancy Report

Dennis Murphy had prepared the Correspondence Report⁶. A copy was made available for review. Murphy mentioned that the Building Needs and Assessment Committee are seeking two additional members. Bruinooge asked Administration to contact the Provincetown Banner to print a notification for applicants.

Minutes

Motion 13-0188: Pilcher moved to approve the minutes of April 9, 2013⁷ as printed. Murphy seconded the motion and it passed 5-0.

Motion 13-0189: Murphy moved to approve the minutes of April 22, 2013⁸ as printed. Pilcher seconded the motion and it passed 5-0.

Adjournment

Motion 13-0190: Pilcher moved to adjourn the meeting. Murphy seconded the motion and it passed 5-0. The meeting was adjourned at 8:58 p.m.

Respectfully submitted,

Amy Voll, Executive Assistant

¹ May 7, 2013 Gull Pond Road Local Initiative Program Application and letter of support

² May 1, 2013 Police Officer Staffing Memo from Chief Ronald Fisette

³ April 25, 2013 Draft Charge for a Beach Parking Task Force from Harry Sarkis Terkanian

⁴ May 7, 2013 engineering services agreement for Phase 2 of the Wellfleet Water System with Environmental Partners, Inc.

⁵ May 7, 2013 Harry Terkanian Town Administrator's Report

⁶ May 7, 2013 Correspondence Report

⁷ Minutes of April 9, 2013 and April 22, 2013

⁸ Minutes of April 9, 2013 and April 22, 2013